

Course Overview:

Targeted at contract management staff, this intermediate-level course delves into effective change management strategies within the context of contracts. Participants will explore how to manage, negotiate, and implement changes in contracts while ensuring minimal disruption and maintaining contract integrity. The course covers approaches to change requests, amendment processes, and communication strategies for successful change implementation.

Course Objective:

- Understand principles and best practices of contract change management
- Evaluate and respond effectively to contract change requests
- Negotiate contract amendments while balancing risk and stakeholder interests
- Implement and document contract changes efficiently
- Mitigate risks associated with contract modifications

Course Outline:

1. Basics of Change Management in Contracts
 - Concepts of change management
 - Types of contract changes
 - Importance of flexibility in contracts
2. Handling Change Requests
 - Evaluating change requests
 - Impact analysis of changes
 - Process for approving changes
3. Negotiating Contract Amendments
 - Strategies for effective negotiation
 - Balancing interests and risks
 - Documenting amendments
4. Risk Management in Contract Changes
 - Identifying risks associated with changes
 - Risk mitigation strategies
 - Contingency planning
5. Communication and Stakeholder Engagement
 - Effective communication of changes
 - Managing stakeholder expectations
 - Collaborative approaches to change
6. Documenting and Implementing Changes
 - Documentation requirements
 - Implementation plans for changes
 - Monitoring post-change performance
7. Legal and Ethical Considerations
 - Legal implications of contract changes
 - Ensuring ethical practices
 - Compliance with regulations and standards
8. Emerging Trends in Change Management
 - Technological advances in contract management

Training Language:**Training Methodology:**

The course combines various teaching methods, including instructor-led presentations, group discussions, case study analyses, and assessments through quizzes and a final exam to engage participants and ensure they understand and retain the material.

Venue | Date | Fees

Riyadh | 09-11-2025 | 17,250 SAR

- Global perspectives on change management
- Future challenges in contract adaptability

Who Should Attend:

- Contract managers
- Project managers involved in contract changes
- Legal professionals in contract management
- Procurement and supply chain professionals