Managing and Controlling Contractors: Best Practices Course

2027 □□□□□ 18 – 14
Malaga (Spain)



Managing and Controlling Contractors: Best Practices Course

Ref: 20220777_228754 Duration: Malaga (Spain) Fees: 5200 GBP

Course Description

This comprehensive 1-week course equips participants with essential skills for managing and controlling contractors effectively. Covering legal requirements, risk assessment, selection processes, and performance monitoring, the course provides practical tools for ensuring contractor compliance and project success.

Learning Objectives

- Understand legal and regulatory requirements for contractor management
- Develop effective contractor selection and assessment processes
- Implement robust risk management and safety protocols
- Establish performance monitoring and improvement systems
- Create clear communication channels between clients and contractors

Course Modules

Day 1: Legal Framework and Risk Management

- Introduction to contractor management principles
- Legal and regulatory requirements
- Risk assessment and mitigation strategies
- Roles and responsibilities in contractor management

Day 2: Contractor Selection and Pre-qualification

- Developing effective selection criteria
- Pre-qualification processes and documentation
- Evaluating contractor competence and capabilities
- Contractual agreements and terms

Day 3: On-site Management and Safety Protocols

- Site induction and safety briefings
- Implementing permit-to-work systems
- Managing contractor activities on-site
- Emergency preparedness and response



Day 4: Performance Monitoring and Improvement

- Key performance indicators for contractor management
- Conducting effective site inspections and audits
- Managing non-conformances and corrective actions
- Continuous improvement strategies

Day 5: Communication and Relationship Management

- Establishing clear communication channels
- Managing contractor interfaces and coordination
- Conflict resolution and problem-solving techniques
- Best practices for long-term contractor relationships

Practical Wins for Participants

- Develop a comprehensive contractor management plan
- Create effective contractor selection and assessment tools
- Implement a robust performance monitoring system
- Enhance communication strategies for improved contractor relations

