



المركز العالمي للتدريب والتطوير  
International Centre For Training & Development



# LEGAL PRINCIPLES Of Information Systems Contracts and Agreements



**ACTVET**  
Ribu Dhabi Centre For  
Technical and Vocational  
Education and Training  
مركز أبوظبي  
التعليم والتدريب  
المهني والتقني



INTERNATIONAL ASSOCIATION FOR  
HEALTH AND OCCUPATIONAL  
SAFETY AND THE ENVIRONMENT



**PMI** Project  
Management  
Institute  
Registered  
Education  
Provider

**EFQM**  
Member



## Course Introduction:

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While construction contracts serve as a means of pricing construction, they also structure the allocation of risk to the various parties involved. The owner has the sole power to decide what type of contract should be used for a specific facility to be constructed and to set forth the terms in a contractual agreement. It is important to understand the risks of the contractors associated with different types of construction contracts.

- Lump Sum Contract
- Unit Price Contract
- Cost plus Fixed Percentage Contract
- Cost plus Fixed Fee Contract
- Cost plus Variable Percentage Contract
- Target Estimate Contract
- Guaranteed Maximum Cost Contract

## Course Outline:

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- Why do we need a contract... don't you trust me?
  - ❖ Written or verbal?
  - ❖ Terms and conditions or agreement?
- What to look for in a legal agreement
- How can using a contract enhance my business?
- UNILATERAL AND BILATERAL CONTRACTS
- FORMAL AND INFORMAL CONTRACTS
- EXECUTION AND VALIDITY OF CONTRACTS
- CONTRACT INTERPRETATION
- RULES OF INTERPRETATION
- Form of Agreement

### MAIN CLAUSES IN MANAGEMENT AGREEMENTS

- SCOPE
- DURATION OF THE AGREEMENT
- THE MANAGERS REMUNERATION
- THE MANAGERS OBLIGATIONS (As suggested by the Music Managers Forum)
- THE ARTIST'S OBLIGATIONS (As suggested by the Music Managers Forum)
- ACCOUNTING PROVISIONS
- THE EXPENSES
- TERMINATION OF THE CONTRACT

### PROBLEM OF ENFORCEMENT OF MANAGEMENT CONTRACTS

- UNDUE INFLUENCE

- Sample of a contract
- Contract Management & Tendering
- Procurement
- Important Elements of the Contract
- Negotiation techniques
- Modern Alternative Dispute Resolution (ADR)

## Course Methodology:

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**A variety of methodologies will be used during the course that includes:**

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

## Course Fees:

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**To be advice as per course location.** This rate includes participant's manual, Hands-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

## Course Certificate:

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**International Center for Training & Development (ICTD)** will award an internationally recognized certificate(s) for each delegate on completion of training.

## Course Timings:

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### Daily Course Timings:

|               |                            |
|---------------|----------------------------|
| 08:00 - 08:20 | Morning Coffee / Tea       |
| 08:20 - 10:00 | First Session              |
| 10:00 - 10:20 | Coffee / Tea / Snacks      |
| 10:20 - 12:20 | Second Session             |
| 12:20 - 13:30 | Lunch Break & Prayer Break |
| 13:30 - 15:00 | Last Session               |