



Program Management Information Services Ltd.

Offices 6 - 8, Burgage House, Blessington,
Co. Wicklow, Ireland.

T: +353 (0)45 891141

F: +353 (0)45 891380

E: training@pmis.ie W: www.pmis.ie

CELEBRATING
175 YEARS
1835-2010



Course SM001:

What Role Programmes Should Play In Administering The New Government Forms of Contract

The aim of this course is to significantly improve participants' capacity to prepare and submit "successful Programmes" for their projects when they are governed by the New Government Forms of Contract. There are at least 8 Clauses in this new form of contract that refer to the Programme/Schedule and it is important that those either preparing or involved in the creation of such a document understand the impact this will have.

Course Aims:

- A better understanding of the key stages of the planning process
- An understanding of the need to generate a fully logic linked CPM Programme for their project(s)
- The benefit of having participated in discussions about the technical aspects of the requirements of the New Government Forms of Contract in relation to the projects' Programme.
- A clear and systematic appreciation of the process based approach to the recording of actual progress on Programmes from Baseline to Close-Out.

Course Objectives:

- Understand The Planning/Scheduling Processes
- Understand The Key Stages of Programme Generation
- Understand Where The NGFOC Relates to The Programme
- How to conduct a Systematic Review of Any Programme
- How to define The Key Elements of Successful Planning

Professional Development and Continuing Education Units:

- Engineer Ireland CPD Credit: 0.5

Prerequisite: None

Course Length: ½ day

Course Price: €325 per person

*****Payment must be received in full upon registering in order to secure your place*****

Training Method:

- Interactive Learning - Group Discussion, Breakout Sessions, Presentation
- A high level of participation will be encouraged in the training modules to enable the participants to learn from each other's experiences and to enable a dynamic and non-theoretical format.
- PowerPoint, handouts and flipcharts will be utilised.

Participant Profile:

- Contract Managers; Programme / Project Managers; Planners / Schedulers; Contractors; Sub-Contractors
- Anyone interested in furthering their knowledge in relation to managing a Programme in accordance with the New Government Form of Contract.



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Course Outline:

- Welcome & Introduction to the Training Day
- The 7-Habits of Effective Project Management
- Clauses in NGFOC Associated With The Programme
- Thresholds
 - Tender / Estimate Stage
 - Construction Stage
 - As-Built / Post Construction Stage
- Presentation – Analysing A Programme
 - Is the Programme “Healthy”?
 - Where to Allocate the Threshold(s)?
 - What to do about a “Weather Allowance”?
 - Is “Weather” going to be an issue for or have an impact on the various Construction Activities?
 - Has the Programme an identifiable Critical Path?
 - How was the CP determined?
 - Lowest Total Float?
 - Negative Total Float?
 - Longest Path?
- Managing a Programme During the Construction Phase
 - Setting the Baseline
 - Identify the Critical Path
 - Risk Register
 - Develop a Risk Matrix
 - Where to Allocate the Threshold(s)
 - At the End of the Programme?
 - At the End of each Critical Activity?
 - Weekly Progress Reporting
 - Monthly up-dates
 - Monthly Progress
 - When to Re-Schedule?
 - When a CP Changes Course?