



# ACCREDITATION & CPD ACTIVITIES

We are totally committed to quality and this commitment is reflected in the on-going professional recognition that has been awarded to Alusani Skills & Training Network®.

We are a B-BBEE Level 2  
compliant company



"Trust the name you know."



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Website: [www.alusani.co.za](http://www.alusani.co.za)

## WHAT WE DO

We assist thousands of people every year to meet their training needs with our training solutions. With a diverse Course Portfolio of over 175 courses in 19 different topic areas, all of our practical and hands-on training courses zero in on the most critical information and skills that you need to get ahead and stay there!

We have over the years built a reputation for high-quality business focused training courses that cover every industry and sector. The reason why we have achieved this success is because we conduct market research with training decision-makers and develop each and every training course so that they are designed to meet the actual learning needs and skills gaps of your employees and your organisation.

All of our Course Leaders are subject matter experts in their areas of expertise. We continually evaluate our Course Leader effectiveness based on their ability to create a positive learning environment as well as their ability to transfer meaningful job-related skills to the Course Participants. As a result, Alusani Skills & Training Network's® training is 100% guaranteed!

## FULL ACCREDITATION



Alusani Skills & Training Network® has **Full Accreditation** as a Provider of Education & Training for the provision of learning programmes with the Services SETA. Our Accreditation Number is **2536**. Alusani Skills & Training Network® has successfully passed comprehensive SETQAA evaluation audits of our quality management practices in relation to eight core criteria as specified by SAQA. We offer both short courses and credit-bearing learning programmes.

For more information and documentation on our accreditation status, please contact our QMS Administrator - [imogen@alusani.co.za](mailto:imogen@alusani.co.za).

## MEMBERSHIPS



Alusani Skills & Training Network® is also an Official Member of the Direct Marketing Association SA. We follow the DMA Code of Ethics and Standards of Practice and we are committed to the responsible and ethical execution of all of our direct marketing campaigns. In addition we ensure that all communication with our potential customers is factual, honest, decent and informative and that it does not violate any laws of the country.

## CPD ACTIVITIES

At Alusani Skills & Training Network® we offer professionals involved in the engineering, maintenance and construction disciplines on-going access to Continued Professional Development (CPD) through our short courses. Our courses make it easy for anyone involved in the engineering, maintenance, construction or related professions to maintain their professional registration while at the same time staying abreast of developments and advancements within their respective fields of practice.

“Trust the name you know.”



ECSA-Validated  
CPD Activity

SAICE Recognised  
CPD Service  
Provider  
SAICE-VSP2022/07/  
2025/001

## SAICE & ECSA

All of our engineering, maintenance and construction-related courses are accredited through SAICE as they are considered one of the leaders in the field when it comes to the approval of CPD activities. As SAICE is a recognised Voluntary Association (VA) of ECSA, this means that you can be assured that any Alusani Skills & Training Network® training course approved for CPD by SAICE will automatically be accepted by ECSA.

Below is a list of all of our courses currently accredited with SAICE and validated by ECSA.

<b>Construction Claims, Entitlements, Quantification &amp; Evaluation</b> - 2 CPD Points	<b>Construction Contract Law</b> - 2 CPD Points
<b>Construction Estimating</b> - 2 CPD Points	<b>Construction Quality Management</b> - 2 CPD Points
<b>Construction Site Management</b> - 2 CPD Points	<b>Effective Claims Management Under FIDIC Contract</b> - 1 CPD Point
<b>Effective Project Administration</b> - 3 CPD Points	<b>FIDIC Red Book</b> - 2 CPD Points
<b>FIDIC Silver Book</b> - 2 CPD Points	<b>FIDIC Yellow Book</b> - 2 CPD Points
<b>Finance for Engineers, Project &amp; Technical Managers</b> - 2 CPD Points	<b>Fundamentals of Project Management</b> - 2 CPD Points
<b>GCC 2015</b> - 2 CPD Points	<b>GCC Subcontract Agreement</b> - 2 CPD Points
<b>How To Manage Claims Under JBCC Suite of Contracts</b> - 1 CPD Point	<b>JBCC N/S Subcontract Agreement</b> - 2 CPD Points
<b>JBCC Suite of Contracts</b> - 2 CPD Points	<b>Maintenance Planning &amp; Scheduling for Improved Reliability &amp; Uptime</b> - 3 CPD Points
<b>Management &amp; Leadership Development Skills for Women</b> - 2 CPD Points	<b>MS Project for Construction &amp; Engineering</b> - 2 CPD Points
<b>New Engineering Contract (NEC3)</b> - 2 CPD Points	<b>NEC3 Professional Service Contract (PSC)</b> - 2 CPD Points
<b>NEC4</b> - 1/2 CPD Point	<b>Project Risk Management</b> - 1 CPD Point
<b>People Management Skills</b> - 3 CPD Points	<b>Project Management, Scheduling &amp; Control for Engineering &amp; Construction Managers</b> - 3 CPD Points
<b>Root Cause Failure Analysis</b> - 2 CPD Points	<b>Technical Report Writing</b> - 2 CPD Points

For more information please visit the following website/s:

[www.saice.org.za/services/cpd-validation](http://www.saice.org.za/services/cpd-validation)  
[www.ecsacpd.co.za/CPDPreAccredAll.asp](http://www.ecsacpd.co.za/CPDPreAccredAll.asp)

## ASAQS & SACQSP



Alusani® currently has 8 courses accredited with ASAQS. ASAQS provides guidance and resources to succeed in the quantity surveying profession today and in the future and to stay abreast of developments in the built environment. CPD courses assist members to broaden their knowledge base and promote professional growth. As ASAQS is a recognised VA of SACQSP, training courses validated by ASAQS will be accepted by SACQSP.

<b>Construction Claims, Entitlements, Quantification &amp; Evaluation</b> - Category One CPD event - 13 CPD Hours	<b>Construction Estimating</b> - Category One CPD event - 12 CPD Hours
<b>Construction Quality Management</b> - Category One CPD event - 13 CPD Hours	<b>FIDIC Red Book</b> - Category One CPD event - 13 CPD Hours
<b>JBCC Suite of Contracts</b> - Category One CPD event - 12 CPD Hours	<b>How to Manage Claims Under the JBCC Suite of Contracts</b> - Category One CPD event - 6 CPD Hours
<b>New Engineering Contract (NEC3)</b> - Category One CPD event - 12 CPD Hours	

For more information please visit the following website:

[www.asaqs.co.za/?page=CPDhttp://www.sacqsp.org.za/certifications/Default.aspx?ID=855](http://www.asaqs.co.za/?page=CPDhttp://www.sacqsp.org.za/certifications/Default.aspx?ID=855)

## SAIAT & SACAP



Currently 5 of our courses have been validated by SAIAT.

<b>How to Manage Claims Under the JBCC Suite of Contracts</b> - 1.0 CPD Credit	<b>JBCC Suite of Contracts</b> - 2 CPD Credits
<b>People Management Skills</b> - 2.0 CPD Points	<b>Project Risk Management</b> - 1.0 CPD Point
<b>Technical Report Writing</b> - 2.0 CPD Points	

As SAIAT is a recognised Voluntary Association of SACAP, any training courses validated by SAIAT will be automatically accepted by SACAP. For more information please visit the following website/s:

[www.saiat.org.za/cpdmain.html](http://www.saiat.org.za/cpdmain.html)

## SACPCMP



Currently we have 17 courses accredited by the SACPCMP.

<b>Construction Claims, Entitlements, Quantification &amp; Evaluation</b> - 14 CPD Hours	<b>Construction Contract Law</b> - 12 CPD Hours
<b>Construction Quality Management</b> - 14 CPD Hours	<b>Construction Regulations</b> - 6 CPD Hours
<b>Construction Site Management</b> - 10 CPD Hours	<b>Effective Project Administration</b> - 18 CPD Hours
<b>FIDIC Red Book</b> - 12 CPD Hours	<b>Finance for Engineers, Project &amp; Technical Managers</b> - 18 CPD Hours
<b>GCC 2015</b> - 12 CPD Hours	<b>How to Manage Claims Under the JBCC Suite of Contracts</b> - 5 CPD Hours
<b>JBCC Suite of Contracts</b> - 10 CPD Hours	<b>MS Project for Construction &amp; Engineering Projects</b> - 1.6 CPD Credits
<b>New Engineering Contract</b> - 12 CPD Hours	<b>People Management Skills</b> - 2.10 Credits
<b>Project Management, Scheduling &amp; Control for Engineering and Construction Managers</b> - 18 CPD Hours	<b>Project Risk Management</b> - 8 CPD Hours
<b>Technical Report Writing</b> - 12 CPD Hours	

For more information please visit the following website:

[www.sacpcmp.org.za/cpd/cpd-activities](http://www.sacpcmp.org.za/cpd/cpd-activities)

## SACPLAN



Currently 1 of our courses has been validated by SACPLAN.

<b>Effective Project Administration</b> - 2 CPD Points
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For more information please visit the following website:

<http://www.sacplan.org.za>

## BELOW IS A LIST OF OUR ACCREDITED TRAINING COURSES THAT OFFER CPD POINTS:

### Construction Claims, Entitlements, Quantification & Evaluation

SAICE/ECSA	SACPCMP	ASAQS/SACQSP
2 CPD Points	12 CPD Hours	13 CPD Hours

Claims seem to be inevitable and are regarded as part and parcel of almost EVERY construction project. How you administer the contract from day one will have a far-reaching impact in terms of understanding and avoiding construction claims. So, this training course has been specifically researched and developed to allow you to see first-hand perspectives of the real world of construction claims using actual contract examples, as well as case studies in order to cover the critical administrative processes that require special attention to minimise the potential for claims.

This multi-CPD-accredited training will provide you with guidance to help you develop effective procedures for preparing, presenting and defending any construction claims. You'll get answers to your pressing questions. This course will explore:

- Foolproof ways of identifying claims
- Exactly what the various types of delay are and the contract provisions which may trigger construction claims
- Formal and informal methods to resolve claims
- Mechanisms to cut down on the amount of claims, disruptions and disagreements
- Top tips for tackling delay headaches head on and get your project back on track
- How to use alternative dispute resolution techniques to your advantage and stay out of the courtroom

The aim of this course is to give all Course Participants a greater and more objective understanding of what they could be facing, depending on their role in terms of the project. And when you consider that generally Contractors will be pursuing claims and Employers and Consultants would try their utmost to resist them, then this training course will prove to be invaluable.

### Construction Contract Law

SAICE/ECSA	SACPCMP
2 CPD Points	12 CPD Hours

What you don't know could hurt you! This comprehensive training course uses real-life examples from actual projects and examines and compares the similarities and differences of the NEC3 ECC, FIDIC Red, Yellow, Silver & White Books, JBCC Edition 6.2 PBA & GCC 2010/2015.

This intensive and highly practical 2-day multi-CPD-accredited training course will provide you with the most comprehensive, up-to-date and practical advice on the most challenging and critical construction law and construction contract-related issues. The focus of this course is on preventing problems rather than addressing them only once they have arisen. You will learn your rights and responsibilities as defined by the reference to legislation and court cases, as well as how to enforce them. Find out how to avoid unwelcome, project crippling surprises with legally sound contracts. Make sure that you have all of your legal bases covered no matter what type of project delivery method or contract strategy is chosen.

We will also cover in detail the risks and liabilities that you may face on a daily basis. In addition we will take a detailed look at proven ways to avoid and to minimise problems on construction projects, as well as how to effectively resolve disputes and handle any claims that may arise.

### Construction Estimating

SAICE/ECSA	ASAQS/SACQSP
2 CPD Points	12 CPD Hours

Construction estimating is not simply number crunching to get a figure. But it is a multi-faceted process that must be followed in order to ensure that all risks are accounted for.

This 2-day training course will look at the very latest principles, practices and techniques for accurately estimating construction project costs regardless of any changes in the cost of materials, equipment or labour.

This multi-CPD-accredited Construction Estimating training course will look at the very latest principles, practices and techniques for accurately estimating construction project costs regardless of any changes in the cost of materials, equipment or labour. Using proven case studies, all the procedures that are involved in the compiling of a viable estimate for construction projects are covered in detail, and you will leave this training course with the understanding of how to prepare an accurate estimate for typical construction projects.



## Construction Quality Management

SAICE/ECSA

SACPCMP

ASAQS/SACQSP

2 CPD Points

12 CPD Hours

13 CPD Hours

Quality Management is an essential part of any construction project. And even though construction projects span a variety of functions across several different parties and trades, they all share one over-riding desire, to bring a project in on time and within budget.

When it comes to the success of any project, quality control impacts all phases of the construction process. As you begin outlining the processes and procedures to help you reach your goals, your number one priority should be to find one that interweaves quality into every step.

Whilst most companies create some sort of quality control guidelines, many, barely achieve the basic requirements in terms of quality. Added to this, are the very real and many challenges presented by a highly competitive construction industry, coupled with large projects that are dynamic and complex and this means that the adoption and application of quality management is what will make one company more successful over another.

So, this training course has been researched and developed with one goal in mind, to show you how to develop and then apply an effective quality management programme that manages quality but also ensures project delivery, increases productivity, eliminates and/or reduces waste and which ultimately improves overall profitability!

## Construction Regulations

SACPCMP

6 CPD Hours

In a nutshell the aim of the regulations is to place legal responsibilities on all key stakeholders in the construction industry to address and radically improve health and safety issues on construction sites.

So, if you have been considering or have decided that now is the time to get your staff up-to-speed with the issues relating to the Construction Regulations then our information-loaded, CPD-accredited 1-day training course offers you the most cost effective and comprehensive solution to your training needs.

This 1-day training course has been designed to cover in detail exactly how the Construction Regulations affect your business and you will leave this course with a whole new level of understanding of what you need to do to comply, how to apply the regulations in your company, how they will be enforced and a whole lot more.

## Construction Site Management

SAICE/ECSA

SACPCMP

2 CPD Points

10 CPD Hours

Did you realise when you started your career as a Site Manager that you would actually need to be part magician, part musical conductor and part superhero? I bet you didn't!

In short, it is your job and responsibility to make sure that your construction site runs smoothly all the time. The planning and organising of multiple resources and people on any construction site can be extremely stressful. Coupled with that, it is your job to make sure that your projects are completed on time, that they stay within the budget and meet the requirements of the plans and the client...oh yes and that everyone is safe and there are no serious accidents...all of this is a pretty tall order.

But in reality, projects change constantly, sub-contractors foul up the schedule, people don't perform so you have to deal with union issues, it rains solid for 2 weeks so you are behind and everyone goes crazy as chaos reigns...sound familiar? Well no more!

Bottom line, the essential construction site management skills that you learn during this multi-CPD-accredited training course will make a significant and immediate impact on your daily productivity.

## Effective Claims Management Under FIDIC Contracts

SAICE/ECSA

1 CPD Point

Claims often arise on building and engineering projects and appear to be an inherent feature of the industry. Unfortunately claims have acquired a very negative connotation and the manner in which claims are brought and assessed often lead to disputes.

Most building and engineering contracts set out the basis for claims and indicate which events will lead to claims. These contracts also contain and prescribe detailed procedures that have to be followed by the parties should they wish to give notice of and submit claims. FIDIC is no exception!

This 1-day CPD-accredited training course focuses in detail on the grounds to claim and the procedures to notify claims that are applicable in the case of FIDIC contract. We also cover in detail the issue of how to properly present and assess claims.

Plus, all Course Participants receive a copy of the 2017 FIDIC Red Book - ABSOLUTELY FREE!



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## Effective Project Administration

SAICE/ECSA	SACPCMP	SACPLAN
3 CPD Points	18 CPD Hours	2 CPD Points

Simply put, project administration can make or break a project because it is the key to successfully maintaining control on any project. Many projects go off track because of a lack of effective administration. And if like many Project Administrators, you are working very hard and you aspire to eventually move up the ladder and become a recognised Project Manager in your own right...then this training course is exactly what you need.

In order to help you reach your goals we have researched and developed this 3-day multi-CPD-accredited training course that is jam-packed with tips, tools and strategies that will help you to take control of your workload, manage multiple projects and stay on top of priorities, deadlines and budgets.

Plus, each Course Participant gets access after the course to a variety of Templates & Bonus Material - ABSOLUTELY FREE!

## FIDIC Red Book

SAICE/ECSA	SACPCMP	ASAQS/SACQSP
2 CPD Points	12 CPD Hours	13 CPD Hours

The FIDIC Red Book has become one of the most widely used and respected forms of contract for construction projects worldwide, and it is considered FIDIC's "flagship" form of contract.

One of the reasons for its continued popularity is because the FIDIC Red Book is recognised as a fair and balanced basis for a contractual relationship. It is widely used throughout South African and it is considered the 'contract of choice' throughout the rest of the African continent.

This 2-day multi-CPD-accredited training course focuses on the practical use of the FIDIC International Suite of Standard Form Construction Contracts and it has been specifically designed to equip all Course Participants with a practical and detailed understanding as well as a working knowledge of the relevant legal principles, contractual provisions and management mechanisms which combine in FIDIC's international suite of standard form contracts which will enable the execution of projects within time, to budget and in compliance with your Employer's technical requirements and specifications.

Plus, all Course Participants receive a copy of the 2017 FIDIC Red Book - ABSOLUTELY FREE!

## FIDIC Silver Book

SAICE/ECSA
2 CPD Points

This contract is unique as the Contractor takes on the full responsibility for the design and execution of a project. This of course means that a lot more risk than usual relating to the completion time, cost and quality are automatically transferred to the Contractor. In addition, the FIDIC Silver Book is different to the other usual design and build contracts as the Contractor also assumes the accuracy of the Employer's requirements.

With so much on the line it is critical that you understand how this contract works and who is responsible for what because the FIDIC Silver Book radically changes the 'traditional playing fields' for both the Contractor and the Employer!

That is where this 2-day training course comes in as we will explain the new 2017 FIDIC Silver Book and will highlight and compare it to the widely used 1999 version. Because once you understand the FIDIC Silver Book in detail you can then decide if it is the right contract for you and your project.

Plus, all Course Participants receive a copy of the 2017 FIDIC Silver Book - ABSOLUTELY FREE!

## FIDIC Yellow Book

SAICE/ECSA
2 CPD Points

This contract is unique as the Contractor takes on the full responsibility for the design and execution of a project. This of course means that a lot more risk than usual relating to the completion time, cost and quality are automatically transferred to the Contractor. In addition, the FIDIC Silver Book is different to the other usual design and build contracts as the Contractor also assumes the accuracy of the Employer's requirements.

With so much on the line it is critical that you understand how this contract works and who is responsible for what because the FIDIC Silver Book radically changes the 'traditional playing fields' for both the Contractor and the Employer!

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Plus, all Course Participants receive a copy of the 2017 FIDIC Silver Book - ABSOLUTELY FREE!



## Finance for Engineers, Project and Technical Managers

SAICE/ECSA

SACPCMP

3 CPD Points

18 CPD Hours

Finance for Engineers, Project Managers and other multi-disciplinary professionals with a technical background is far more complex than just teaching you about financial terminology and key financial concepts, so we aren't going to bore you with the obvious.

Understanding the complexities of Finance for Engineering, Project Managers and other multi-disciplinary professionals is a must and this 3-day training course has been designed in such a way to be as practical and interactive as possible. Using a real-life case study will allow you to learn, apply and practice all the tips, tools and techniques you need to positively contribute to the financial and strategic project-focused decisions within your company.

Straight forward and no-nonsense, this power-packed training course will enable you to get straight to the heart of any financial issue and it will give you the confidence and control when making financial decisions that impact any project.

## Fundamentals of Project Management

SAICE/ECSA

2 CPD Points

There is a lot more to being a Project Manager than meets the eye! The world of project management is a diverse and dynamic one and it changes constantly.

But the reality is that when you dig down into any successful project you will find a rock-solid foundation of fundamental concepts that have been diligently applied and followed...these core principles remain what separates a good project from a bad one, what helps a project to finish on time and on budget or one that drags on forever and costs much more than it should.

To be fair, the field of project management is littered with complicated frameworks, theories and process models. But this training course is quite different, it has been researched and developed to be as straight-forward as possible and it introduces the core concepts and successful elements of successful project management.

By the end of the training course you will be able to effectively initiate, run and manage any project from start to finish. This means that this course is ideal for anyone who finds themselves in charge of a project but who is unfamiliar with the steps/processes to make all come together or those who find themselves feeling overwhelmed by managing multiple projects, and assignments.

## GCC 2015

SAICE/ECSA

SACPCMP

2 CPD Points

12 CPD Hours

General Conditions of Contract 3rd Edition or the GCC 2015 as it is now known is an 'upgraded' version of the GCC 2010.

According to SAICE who publish the GCC, the upgrade was necessary as there were a number of grey areas that needed clarification and refinement and in addition there were also amendments that were clearly needed.

Depending on who you speak to the first and second versions of the GCC, namely GCC 2004 and GCC 2010 were both riddled with clauses that caused on-going headaches for many GCC users.

This is where this training course comes in, as it focuses on and discusses in detail the significant changes as well as the new features of GCC 2015. It has been designed and developed to give you a completely unbiased look at how the GCC 2015 works in practice.

Every Course Participant gets a copy of the General Conditions of Contract for Construction Works - 3rd Edition 2015 & Guide to the General Conditions of Contract 2015 - ABSOLUTELY FREE!

## GCC Subcontract Agreement

SAICE/ECSA

2 CPD Points

A fact that many people don't know is that typically the Main and Subcontract agreements have differing numbers and clauses which often makes them incompatible. However, the GCC Subcontract is unique in that the wording of each clause dovetails with its equivalent clause in the GCC 2015 Main Contract. However, although they share the same numbering of clauses, the same set of definitions and allow for easy cross-referencing, you shouldn't forget that the Subcontract is in fact a standalone contract and where the rubber often meets the road is because of the fact that the roles of the parties under the Subcontract are very different to the roles of the parties Main Contract.

So, this training course will provide you with detailed information and knowledge that you need of the key contractual provisions and management mechanisms affecting the GCC Subcontract Agreement. During the course we explore all of the vital issues from all relevant perspectives, and we will highlight your roles and responsibilities to give you a greater influence and control over how work is performed in a GCC Subcontract Agreement.



## How to Manage Claims Under the JBCC Suite of Contracts

SAICE/ECSA

1 CPD Point

SACPCMP

5 CPD Hours

ASAQS/SACQSP

6.5 CPD Hours

SAIAT/SACAP

1 CPD Credit

Sadly with disagreements and disputes on the increase it seems like they are becoming part and parcel of the construction industry. Many of these disputes and disagreements are based on misunderstandings that often relate to the practical and technical aspects of the project. But how do you make sure that this does not derail the entire project?

This multi-CPD-accredited 1-day training course has been especially formulated to cover all of the bases and increase your knowledge and understanding of all aspects of dealing with:

- Disagreement and disputes under the JBCC Principal Building Agreement and the time-barring provisions introduced by Edition 6
- The application of the JBCC Principal Adjudication Rules
- Claims of an on-going nature - everything you need to know about how to preserve your rights in terms of the JBCC Building Agreement
- Reviewing the requirements, merits and demerits of proven alternative dispute

Your registration includes a copy of Edition 6.2 of the JBCC Principal Building Agreement and Contract Data - ABSOLUTELY FREE!

## JBCC N/S Subcontract Agreement

SAICE/ECSA

2 CPD Points

A lot of Subcontractors complain that they are subject to unfair practices and even bullying tactics by some Main Contractors.

Most training courses give you countless ideas and text book theories that really have no real world application. This course is different and you will instantly build your skills set as you will learn practical tips and techniques that you can use immediately when you get back to work. Using interactive discussions as well as a series of real-life JBCC-focused case studies, you will leave this training course with a clear understanding of all of the parties' rights and responsibilities when executing and performing the JBCC N/S Subcontract Agreement.

We will also cover in detail all of the issues that can arise during the subcontracting process and you will leave the training course with the knowledge and confidence when dealing with these issues in the future, no matter if you represent the Subcontractor, the Employer, Consultants or the Main Contractor.

And as an additional bonus, your registration as a Course Participant includes a copy of Edition 6.2 of the JBCC N/S Subcontract and the Contract Data - ABSOLUTELY FREE!

## JBCC Suite of Contracts

SAICE/ECSA

2 CPD Credits

SACPCMP

10 CPD Hours

ASAQS/SACQSP

12 CPD Hours

SAIAT/SACAP

2 CPD Credits

This multi-CPD-accredited 2-day training course offers you something quite different as it takes a unique and unbiased 360° look at the entire JBCC Suite of Contracts and literally leaves no stone unturned.

In addition, we spend quite a bit of time taking a detailed look at the new changes/additions that have been included in the JBCC Edition 6 and will discuss whether these address some of the areas of criticism previously raised. This will allow for a focussed discussion on the key provisions of the contracts, as well as an objective view of the practical application of the JBCC Edition 6 in order to highlight its strengths and weaknesses.

Your registration includes a copy of Edition 6.2 of the JBCC Principal Building Agreement and Contract Data - ABSOLUTELY FREE!

## Maintenance Planning & Scheduling for Improved Reliability & Uptime

SAICE/ECSA

3 CPD Points

A poorly maintained asset, whether it's a substation, refinery or oil and gas facility or a piece of machinery simply cannot produce what it was originally designed to do. Unfortunately, many senior managers in technical fields have a weak understanding of the role that good maintenance planning and scheduling practices play in the economic success of a company.

During this 3-day course you will learn how current best planning and scheduling practices can be applied and you will also learn how to initiate an effective and measurable maintenance planning and scheduling process.

The methodology used is based on action-learning, so this course is highly practical and interactive in nature. Throughout the course you will learn how to actually apply the tools presented in each module using real-world case study material.

## Management & Leadership Development Skills for Women

SAICE/ECSA

2 CPD Points

Taking your rightful position as an equal in business is not always easy. But the real question is why with all of the progress made in terms of equal opportunities does it remain so difficult? It goes without saying but women really do have unique sources of stress in their lives from multiple-role conflicts, an inability to say no to colleagues or family members, perfectionism, the need to prove yourself and the worst one of all... the need to "do it all".

Attend this dynamic and results focused leadership 2-day CPD-accredited training course and you will learn how to:

- Use your own personality and leadership style to maximum effect
- Correctly position yourself as a powerful and effective leader and increase your professional effectiveness
- Deal with diversity in the workplace and learn why this can make all the difference to your career
- Take advantage of your personal communication strengths
- Build and maintain a motivated and committed team
- Establish and project credibility and earn the respect that you deserve
- Quickly and effectively identify, defuse and manage conflict
- Become the type of leader who inspires loyalty and commitment

SAICE/ECSA

2 CPD Points

SACPCMP

1.6 CPD Credits

## MS Project for Construction & Engineering

As a Project Manager involved with construction and engineering projects you are tasked with major decision-making on a daily basis, monitoring of quality and leading your team towards the final end goal, a successfully completed project. MS Project is more than just a software package to manage the schedule of a project but it is a highly effective tool to monitor, control and report your projects progress and if used effectively it can be so much more than this!

So, this multi-CPD-accredited 2-day training course had been researched and developed to go beyond simply a mere demonstration of the features and functions to cover in detail MS Project's practical application in a real-world construction and engineering environment. What you learn during this course will be invaluable as it is geared exactly to your unique needs and will show you how to truly unlock the full potential of MS Project!

## New Engineering Contract (NEC3)

SAICE/ECSA

2 CPD Points

SACPCMP

12 CPD Hours

ASAQS/SACQSP

12 CPD Hours

The New Engineering Contract Family of Contracts (NEC3) is used by major organisations across the length and breadth of South Africa. And this modern family of contracts has fast become a standard for private companies, parastatals and public sector organisations alike. The reason for this is that the NEC3 family of contracts has three main objectives compared with traditional contracts: being flexible in its range of applications and risk allocation, being clear and simple to understand and use, as well as stimulating good project management between the parties.

Our 2-day practical training course, New Engineering Contract continues to sell out because it has been designed to focus on the provisions of any NEC contract. And it also covers in detail core clauses and then delves into optional clauses which are seen more as those 'bolt-on' clauses that fine-tune the risk allocation under the contract.

So, this 2-day training course pulls together all this and much more in terms of best practices as it answers a wide range on ongoing questions often asked by NEC3 users...so when you think about it you really can't afford to miss this training course!

Plus, each Course Participant who attends this training course will receive a FREE copy of the NEC3 Black Book material.

## NEC3 Professional Services Contract (PSC)

SAICE/ECSA

2 CPD Points

The NEC3 Professional Services Contract (PSC) was developed and drafted as part of the NEC system of contract documents. It uses the same process-based approach as found in the case of the ECC or any other NEC contract for the appointment of consultants tasked with providing professional services in connection with engineering, construction or other projects.

This 2-day interactive case-study driven training course is a practical guide to the application and the preparation of the contract documentation relating to the PSC. It identifies and addresses the specific roles and responsibilities of the parties involved and this approach allows all Course Participants to get a first-hand look at dealing with any potential issues they may come across when using the contract as we examine all of the procedures in relation to the PSC as well as some of the approaches designed to achieve a successful working relationship between all parties involved.

This training course is ideal for anyone working in the construction and related industries who use the Professional Services Contract to either procure or provide consultancy services to a construction project.

Plus, each Course Participant who attends this training course will receive a FREE copy of the NEC3 PSC Book material.

## NEC4

SAICE/ECSA

1/2 CPD Point

Described by the NEC as an 'evolution not revolution', the NEC4 builds on the success as well as the content of the NEC3 to achieve even further improvements which now reflect procurement and project management developments as well as emerging best practices. So ultimately NEC4 makes additional enhancements to the overall flexibility, clarity and ease of administration of an NEC contract.

With a variety of new features (many of which are optional to allow for greater flexibility) as well as 2 brand new forms of contract, namely the NEC4 Design, Build and Operate Contract (DBO) and the NEC4 Alliance Contract (ALC) the contract aims to provide for an even greater range of potential contract and procurement solutions for Clients who are undertaking projects and works programmes no matter their size and/or type.

As part of your registration fee you will receive a copy of the NEC4 Black book material as well as copies of the brand new NEC4 Design Build & Operate Contract (DBO) & the NEC4 Alliance Contract (ALC) Material.

## People Management Skills

SAICE/ECSA

SACPCMP

SAIAT

3 CPD Points

2.10 CPD Credits

2.0 CPD Points

As a Manager, your success is measured not only in terms of your individual contribution but by how well you work with and through your team. Ask yourself honestly - are your people skills holding you back professionally?

You have probably seen this situation before...two people with a very similar set of skills and knowledge, but one of them is able to manage people better and the other one's people skills are just simply poor or mediocre at best. Which one gets ahead faster and goes further? Of course you know the answer...there really is no contest!

People like to be managed, especially if they are managed well. And the good thing is that just like any other skill, effective interpersonal skills that can help you to manage people better can be learned.

That is why we have developed this intensive yet practical and hands-on People Management Skills training course. You will learn the skills needed to understand, relate to and work better with all types of people...even the difficult ones! This training course will identify and build on your existing strengths and capabilities and doesn't try to preach and teach you incompatible skills or the 'right' way to manage.

## Project Management Scheduling & Control for Engineering & Construction Managers

SAICE/ECSA

SACPCMP

3 CPD Points

18 CPD Hours

Project Management is defined as the process and activity of planning, organising, motivating and controlling resources, procedures and protocols to achieve specific goals in scientific or daily problems.

Easy enough to define but in the construction environment it can be exceptionally hard to do! No matter how big or small your construction project is; you need to have a well-thought-out project management plan in place. And although many managers and engineers involved in the construction industry think that they instinctively understand proper project management as well as how to effectively schedule and control all of the aspects of a project, the high number of claims resulting from delays and damages within the industry clearly show that they don't!

This multi-CPD-accredited training course has been researched and designed to show you how to use all the very latest project management tools, tips and techniques so that you can create better schedules that improve productivity, save time and simplify all of your construction scheduling activities from the initial planning and scheduling phase to actual schedule development, including updates and the project.

## Project Risk Management

SAICE/ECSA

SACPCMP

SAIAT

1 CPD Point

8 CPD Hours

1.0 CPD Point

All projects carry an element of risk, that is just the nature of projects. But it is the ability to identify, assess and manage risks in projects, no matter it's size and scope that has now become an essential skill.

It is true that potential risk and liability lurks around every corner and if you unknowingly assume that risk you can be putting your project and ultimately your company in harm's way. That is why everyone who is involved in projects (in any way, shape, or form) must understand and practice risk management to maximise project success.

That is where this training course comes in, best practices to explain the fundamental principles of risk management with particular emphasis on its application on projects in a real-world environment.

We will also focus on how to use a generic project risk management process based on the various standards – this process can easily be adapted and shows you an uncomplicated approach to business and project risk that can easily be applied on your projects.



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## Root Cause Failure Analysis

SAICE/ECSA  
 2 CPD Points

Traditional maintenance strategies tend to neglect the identification and then the correction of the underlying problem. But if you do RCFA right and you then apply it consistently throughout your maintenance processes it can quite literally save your organisation hundreds of thousands of Rands in maintenance repair costs and downtime!

So this CPD-accredited 2-day training course will take a detailed look at all of the tools and techniques associated with a robust RCFA process. You will not only learn the theory but also how to practically implement a disciplined process to investigate, rectify and eliminate equipment failure in your own maintenance environment.

## Technical Report Writing

SAICE/ECSA	SACPCMP	SAIAT
2 CPD Points	12 CPD Hours	2.0 CPD Points

You may think that technical report writing is a talent that a few lucky people are born with. And because technical reports are very very different from your typical business reports it of course does come more naturally to some, but you definitely shouldn't buy into the myth that only gifted people can write technical reports. If you've always told yourself — and others — that you just simply don't have a gift for technical writing, it's time for you to empower yourself and dispel that notion!

With the right training, you can produce professional and polished technical business reports that are quick and easy to read and understand.

By attending this multi-CPD-accredited 2-day training course you'll learn, step-by-step, how to shape your thoughts and structure, draft and write clear and concise technical reports. So, you recognise that having better technical report writing skills is vital to your career. But you are worried that this is going to be 2 days of boring lectures. Don't worry - unlike other generic courses available, we have gone out of our way to design a training programme that is engaging, interactive but above all else practical!

“Trust the name you know.”