

THE PROJECT CFO

This 2-day practical and interactive seminar is aimed at Project & Program Managers, designed to improve their understanding and skill-set in 4 critical, but often neglected areas of projects and programs: **Financial** Management & Governance, **Procurement** Management, **Risk** & Claims Management and **Contracts** Management.

16
PDUs



Presented by - Dr. Rick Graham - PMP



Masterclass Focus

- ✓ Aligning project financials with corporate strategy
- ✓ Setting, measuring and optimizing project financial KPIs
- ✓ Planning for effective contracting and procurement
- ✓ Selecting the right contract type and structure
- ✓ Managing contract risk and reward
- ✓ Aligning project objectives with contracting strategy
- ✓ Creating effective Statements of Requirements/Work
- ✓ Practical management of financial and contract risks in projects
- ✓ Proactive claim prevention
- ✓ Analyzing and managing contractual claims and disputes
- ✓ Understanding complex contractual structures
- ✓ Contracting for effective project delivery

KTC International
Success through Competitive Intelligence

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Overview:

Despite the effectiveness of your project management, organizational success is measured in terms of its achievement of strategic objectives. Inevitably these objectives must include financial targets. Put simply, it is not sufficient to deliver projects to scope, time, cost and quality requirements. Projects must be clearly and measurably aligned with corporate program and portfolio objectives using appropriate performance indicators. They must optimize both revenue and costs targets, and efficient use of project working assets.

Similarly, despite project success, the achievement of corporate targets and particularly financial targets, are dependent on the nature of related contractual agreements. Whether your company is a buyer of services, a seller of services or both, organizational success is directly dependent on the nature of your contracts. An effective contracting strategy balances risk and opportunity between buyer and seller, and, importantly, motivates the right type of performance.

These are not intangible concepts: this seminar takes a wide-ranging view of the finance, contractual, and risk concepts of successful and profitable project delivery, fully aligned with corporate objectives. More importantly it reviews the practical methods and measurements that your organization can put in place.

The seminar will provide a good working knowledge of each practical area, sufficient to initiate these tools and techniques in practice. The seminar uses worked examples and class discussion to ensure that participants are able to apply tools in their real-world working environment.

Who Should Attend:

- ✓ Project Managers
- ✓ Senior Project Managers
- ✓ Portfolio and Program Managers
- ✓ Financial Managers
- ✓ Business Analysts

All others with responsibility for financial and contractual governance of projects, programs and portfolios.

Benefits of Attendance:

At the end of this seminar participants will:

- ✓ Understand the significance of project financial indicators
- ✓ Understand key financial indicators and how to apply them to projects
- ✓ Have a working knowledge of most important tools and techniques
- ✓ Understand the principles of effective contracting
- ✓ Understand how to practically integrate concepts of project risk, financial targets and contractual risk in order to achieve project and corporate success

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DAY 1 MORNING: PROJECT FINANCIAL MANAGEMENT & GOVERNANCE

SESSION 1: THE PROJECT AS A BUSINESS ENTITY

- ✓ Financial responsibility within the project
- ✓ Understanding project financial statements
- ✓ Aligning project financial KPIs with corporate strategy
- ✓ Setting and measuring project financial KPIs
- ✓ Optimizing project revenues and costs
- ✓ Optimizing project asset utilization

SESSION 2: PROJECT COST OPTIMIZATION

- ✓ Understanding cost behavior
- ✓ Discounted cash flow methods
- ✓ Applying Economic Value Added analysis
- ✓ Optimizing risk profile

DAY 1 AFTERNOON: PROJECT PROCUREMENT MANAGEMENT

SESSION 3: DEVELOPING A CONTRACTING AND PROCUREMENT STRATEGY

- ✓ Planning for effective contracting and procurement
- ✓ Integrating multiple contracts
- ✓ Managing and allocating risks in contracts
- ✓ Contracting methods
- ✓ Optimizing contract pricing and contract incentives
- ✓ Selecting the right contract type and structure

SESSION 4: CONTRACT DEVELOPMENT

- ✓ Linking contracting strategy to project objectives
- ✓ Writing effective Statements of Requirements/Work
- ✓ Defining evaluation criteria
- ✓ Issuing procurement documents
- ✓ Identifying hidden costs in contracts
- ✓ Selecting the right supplier

DAY 2 MORNING: PROJECT RISK & CLAIMS MANAGEMENT

SESSION 5: MANAGING CONTRACT AND FINANCIAL RISK

- ✓ Risk and uncertainty
- ✓ An effective risk management process
- ✓ The nature of financial and contract risks
- ✓ Practical identification of contractual risks

SESSION 6: CLAIMS MANAGEMENT

- ✓ Legal analysis of claims
- ✓ Identifying valid claims
- ✓ What may a contractor claim for?
- ✓ What may a seller claim for?
- ✓ Effective dispute resolution

DAY 2 AFTERNOON: PROJECT CONTRACTS MANAGEMENT

SESSION 7: KEY LEGAL CONCEPTS

- ✓ Legal structure of complex contractual agreements
- ✓ Contracting Parties and Authority to Contract
- ✓ The golden 10 Terms and Conditions
- ✓ Contract Interpretation

SESSION 8: EFFECTIVE CONTRACT MANAGEMENT

- ✓ Essential contract documentation
- ✓ Performance monitoring and control
- ✓ Change management
- ✓ Terminating or closing the contract

CLOSING SESSION AND ACTION PLANS

Seminar starts each day at 8:30am and finishes at 4:30pm. Lunch a 3 coffee-breaks are provided.
All participants will receive the Certificate of Attendance. The course is in line with PMBOK Guide 7th edition and provides
16 PDUs / Training Hours.

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Seminar Leader:



DR. RICHARD A. GRAHAM, PMP has been involved in projects for over 20 years. He has been active with a wide range of industries, including pharmaceuticals, chemicals, engineering and manufacture, construction, information systems and telecommunications and has held senior roles in Astra Pharmaceuticals, Eli Lilly, IMC and British Alcan.

Rick has a special interest in the risk and recovery aspects of projects, as well as in project contracting. He teaches a module of the MBA and Operational Research courses of a major UK business. Rick is a certified Project Management Professional® by PMI® and is a member of PMI's Risk Management Special Interest Group.

Rick is a popular key-note speaker and course facilitator on the number of project management topics, including Risk, Governance, Financial Aspects and Recovery of Projects, as well as Program & Portfolio Management.

His recent assignments include delivering project consultancy and management training work for British Telecom, Deutsche Telecom, BP, Bechtel Corporation, Dubai Construction Authority, Vodafone, Siemens, Skanska, Tetrapak, Microsoft, Nokia, Ericsson, Gazprom and Intesa Sanpaolo Group among others. Rick is also a certified lawyer and certified public accountant in the UK.

Rick is well-known to PMI communities in his home country of UK, Belgium, Finland, Germany, the Netherlands, Norway, Sweden, Switzerland, the US, Middle East, Central & Eastern Europe, as well as the far-flung places of the African continent; and recently Australia. Throughout past years he has been active as regular presenter on PMI Annual gatherings, delivering several world-class workshops, including:

MANAGING PROJECTS



ON A REDUCED BUDGET IN 2010

MANAGING PROJECT RISK



IN 2011

RECOVERING TROUBLED



PROJECTS IN 2012

MANAGING PROJECT



RESOURCES IN 2013

PROJECT PORTFOLIO



& PMO MANAGEMENT IN 2014 & 2015

STRATEGIC RESOURCES



MANAGEMENT IN 2016