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CONTRACTS MANAGEMENT | CON-038

Claims Defence and Rebuttal for Employers

Contact

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Course content

Why Attend

Employers and owners on construction and engineering projects frequently receive claims for additional time and money from contractors. Some claims are justified and should be assessed fairly, while others are inflated, poorly substantiated or based on events that are not the employer's responsibility. Without a disciplined approach to claims defence, employers risk overpaying or ending up in costly disputes.

This Claims Defence and Rebuttal for Employers training course equips employer-side professionals to assess and respond to contractor claims rigorously. Participants learn how to prepare for claims through good contract administration, review notices and time bars, analyse entitlement and causation, critique delay analyses and quantum, identify concurrency and contractor-caused delays, assert counterclaims and prepare well-reasoned responses.

Course Methodology

• The course uses realistic contractor claim submissions, programmes and cost records. Participants review notices, test entitlement, critique a delay analysis, challenge quantum and draft a formal response. Discussions emphasise fairness, consistency and evidence rather than automatic rejection.

Course Objectives

• Explain the employer's position and duties in claims management

• Prepare for claims through strong contract administration and records

• Check compliance with notice and time bar requirements

• Assess contractual entitlement and causation critically

• Review and critique delay analyses submitted by contractors

• Test quantum and cost substantiation thoroughly

Target Audience

• Employer representatives and owner's engineers

• Client project managers and project directors

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Course content

- Quantity surveyors and cost managers on client side
- Contract and commercial managers in owner organisations

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Course outline

Detailed course outline

Day-by-day outline for Claims Defence and Rebuttal for Employers.

Day 1 - The Employer's Approach to Claims

- 09:00-09:30 | Why claims arise and the employer's role
- 09:30-10:00 | Fair assessment compared with automatic rejection
- 10:00-10:30 | Duties of contract administrators and engineers
- 10:30-11:00 | Building a claims management strategy
- 11:00-11:30 | Coffee break
- 11:30-12:00 | Building a claims management strategy (continued)
- 12:00-12:30 | Records and documentation the employer should keep
- 12:30-13:00 | Lessons from disputes lost by employers
- 13:00-14:00 | Exercise: assessing claims readiness on a project

Day 2 - Notices, Time Bars and Entitlement

- 09:00-09:34 | Notice requirements and conditions precedent
- 09:34-10:08 | Assessing compliance with time bars fairly
- 10:08-10:42 | Identifying the contractual basis of each claim
- 10:42-11:00 | Employer risk events compared with contractor risks
- 11:00-11:30 | Coffee break
- 11:30-11:46 | Employer risk events compared with contractor risks (continued)
- 11:46-12:20 | Causation and the burden of proof
- 12:20-12:53 | Requesting further particulars and information
- 12:53-14:00 | Workshop: reviewing a claim for entitlement

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Day 3 - Critiquing Delay Claims

- 09:00-09:34 | Common delay analysis methods and their weaknesses
- 09:34-10:08 | Checking baseline programmes and updates
- 10:08-10:42 | Identifying delays caused by the contractor
- 10:42-11:00 | Concurrent delay and its treatment
- 11:00-11:30 | Coffee break
- 11:30-11:46 | Concurrent delay and its treatment (continued)
- 11:46-12:20 | Mitigation obligations and acceleration claims
- 12:20-12:53 | Using independent delay experts
- 12:53-14:00 | Exercise: critiquing a contractor's delay analysis

Day 4 - Testing Quantum

- 09:00-09:34 | Reviewing prolongation and disruption cost claims
- 09:34-10:08 | Checking actual costs against records
- 10:08-10:42 | Identifying duplication and inflated rates
- 10:42-11:00 | Head office overhead formula challenges
- 11:00-11:30 | Coffee break
- 11:30-11:46 | Head office overhead formula challenges (continued)
- 11:46-12:20 | Global claims and their weaknesses
- 12:20-12:53 | Assessing a fair value where entitlement exists
- 12:53-14:00 | Workshop: testing a quantum submission

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Day 5 - Counterclaims and Responses

- 09:00-09:39 | Employer counterclaims and set-off
- 09:39-10:18 | Liquidated damages and defects claims
- 10:18-10:57 | Structuring a formal claim response
- 10:57-11:00 | Writing clear, reasoned and evidence-based responses
- 11:00-11:30 | Coffee break
- 11:30-12:06 | Writing clear, reasoned and evidence-based responses (continued)
- 12:06-12:44 | Negotiation and settlement strategies for employers
- 12:44-13:22 | Preparing for adjudication or arbitration
- 13:22-14:00 | Personal action plan for claims defence

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Seminar dates

Available seminar dates

Live dates and pricing for Claims Defence and Rebuttal for Employers generated from the course details page.

Date	Location	Format	Fee
21 - 25 December 2026	London	Classroom	**€2,915**
7 - 11 December 2026	Barcelona	Classroom	**€2,275**
14 - 18 December 2026	Frankfurt	Classroom	**€2,175**
11 - 15 January 2027	London	Classroom	**€2,915**
18 - 22 January 2027	Barcelona	Classroom	**€2,275**
25 - 29 January 2027	Frankfurt	Classroom	**€2,175**
4 - 8 January 2027	Vienna	Classroom	**€3,425**
15 - 19 February 2027	London	Classroom	**€2,915**
22 - 26 February 2027	Barcelona	Classroom	**€2,275**
1 - 5 February 2027	Frankfurt	Classroom	**€2,175**

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Seminar dates

Available seminar dates

Live dates and pricing for Claims Defence and Rebuttal for Employers generated from the course details page.

Date	Location	Format	Fee
8 - 12 February 2027	Amsterdam	Classroom	**€3,215**
22 - 26 March 2027	London	Classroom	**€2,915**
1 - 5 March 2027	Barcelona	Classroom	**€2,275**
8 - 12 March 2027	Frankfurt	Classroom	**€2,175**
15 - 19 March 2027	Cape Town	Classroom	**€1,825**
5 - 9 April 2027	London	Classroom	**€2,915**
12 - 16 April 2027	Barcelona	Classroom	**€2,275**
19 - 23 April 2027	Frankfurt	Classroom	**€2,175**
26 - 30 April 2027	Dubai	Classroom	**€2,845**
10 - 14 May 2027	London	Classroom	**€2,915**

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Seminar dates

Available seminar dates

Live dates and pricing for Claims Defence and Rebuttal for Employers generated from the course details page.

Date	Location	Format	Fee
17 - 21 May 2027	Barcelona	Classroom	**€2,275**
24 - 28 May 2027	Frankfurt	Classroom	**€2,175**
3 - 7 May 2027	Geneva	Classroom	**€3,315**
21 - 25 June 2027	London	Classroom	**€2,915**
7 - 11 June 2027	Barcelona	Classroom	**€2,275**
14 - 18 June 2027	Frankfurt	Classroom	**€2,175**
26 - 30 July 2027	London	Classroom	**€2,915**
5 - 9 July 2027	Barcelona	Classroom	**€2,275**
12 - 16 July 2027	Frankfurt	Classroom	**€2,175**
19 - 23 July 2027	Kuala lumpur	Classroom	**€2,425**

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Seminar dates

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Date	Location	Format	Fee
2 - 6 August 2027	London	Classroom	**€2,915**
9 - 13 August 2027	Barcelona	Classroom	**€2,275**
16 - 20 August 2027	Frankfurt	Classroom	**€2,175**
23 - 27 August 2027	Madrid	Classroom	**€3,400**
20 - 24 September 2027	London	Classroom	**€2,915**
6 - 10 September 2027	Barcelona	Classroom	**€2,275**
13 - 17 September 2027	Frankfurt	Classroom	**€2,175**
18 - 22 October 2027	London	Classroom	**€2,915**
25 - 29 October 2027	Barcelona	Classroom	**€2,275**
4 - 8 October 2027	Frankfurt	Classroom	**€2,175**

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Seminar dates

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Date	Location	Format	Fee
11 - 15 October 2027	Paris	Classroom	**€2,810**
22 - 26 November 2027	London	Classroom	**€2,915**
1 - 5 November 2027	Barcelona	Classroom	**€2,275**
8 - 12 November 2027	Frankfurt	Classroom	**€2,175**
15 - 19 November 2027	Rome	Classroom	**€2,830**
6 - 10 December 2027	London	Classroom	**€2,915**
13 - 17 December 2027	Barcelona	Classroom	**€2,275**
20 - 24 December 2027	Frankfurt	Classroom	**€2,175**
27 - 31 December 2027	Vienna	Classroom	**€3,425**
21 - 25 December 2026	Online / Live	Online / Live	**€1,625**

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Date	Location	Format	Fee
7 - 11 December 2026	Online / Live	Online / Live	**€1,625**
14 - 18 December 2026	Online / Live	Online / Live	**€1,625**
11 - 15 January 2027	Online / Live	Online / Live	**€1,625**
18 - 22 January 2027	Online / Live	Online / Live	**€1,625**
25 - 29 January 2027	Online / Live	Online / Live	**€1,625**
4 - 8 January 2027	Online / Live	Online / Live	**€1,625**
15 - 19 February 2027	Online / Live	Online / Live	**€1,625**
22 - 26 February 2027	Online / Live	Online / Live	**€1,625**
1 - 5 February 2027	Online / Live	Online / Live	**€1,625**
8 - 12 February 2027	Online / Live	Online / Live	**€1,625**

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Date	Location	Format	Fee
22 - 26 March 2027	Online / Live	Online / Live	**€1,625**
1 - 5 March 2027	Online / Live	Online / Live	**€1,625**
8 - 12 March 2027	Online / Live	Online / Live	**€1,625**
15 - 19 March 2027	Online / Live	Online / Live	**€1,625**
5 - 9 April 2027	Online / Live	Online / Live	**€1,625**
12 - 16 April 2027	Online / Live	Online / Live	**€1,625**
19 - 23 April 2027	Online / Live	Online / Live	**€1,625**
26 - 30 April 2027	Online / Live	Online / Live	**€1,625**
10 - 14 May 2027	Online / Live	Online / Live	**€1,625**
17 - 21 May 2027	Online / Live	Online / Live	**€1,625**

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Date	Location	Format	Fee
24 - 28 May 2027	Online / Live	Online / Live	**€1,625**
3 - 7 May 2027	Online / Live	Online / Live	**€1,625**
21 - 25 June 2027	Online / Live	Online / Live	**€1,625**
7 - 11 June 2027	Online / Live	Online / Live	**€1,625**
14 - 18 June 2027	Online / Live	Online / Live	**€1,625**
26 - 30 July 2027	Online / Live	Online / Live	**€1,625**
5 - 9 July 2027	Online / Live	Online / Live	**€1,625**
12 - 16 July 2027	Online / Live	Online / Live	**€1,625**
19 - 23 July 2027	Online / Live	Online / Live	**€1,625**
2 - 6 August 2027	Online / Live	Online / Live	**€1,625**

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9 - 13 August 2027	Online / Live	Online / Live	**€1,625**
16 - 20 August 2027	Online / Live	Online / Live	**€1,625**
23 - 27 August 2027	Online / Live	Online / Live	**€1,625**
20 - 24 September 2027	Online / Live	Online / Live	**€1,625**
6 - 10 September 2027	Online / Live	Online / Live	**€1,625**
13 - 17 September 2027	Online / Live	Online / Live	**€1,625**
18 - 22 October 2027	Online / Live	Online / Live	**€1,625**
25 - 29 October 2027	Online / Live	Online / Live	**€1,625**
4 - 8 October 2027	Online / Live	Online / Live	**€1,625**
11 - 15 October 2027	Online / Live	Online / Live	**€1,625**

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22 - 26 November 2027	Online / Live	Online / Live	**€1,625**
1 - 5 November 2027	Online / Live	Online / Live	**€1,625**
8 - 12 November 2027	Online / Live	Online / Live	**€1,625**
15 - 19 November 2027	Online / Live	Online / Live	**€1,625**
6 - 10 December 2027	Online / Live	Online / Live	**€1,625**
13 - 17 December 2027	Online / Live	Online / Live	**€1,625**
20 - 24 December 2027	Online / Live	Online / Live	**€1,625**
27 - 31 December 2027	Online / Live	Online / Live	**€1,625**