



OIL AND GAS | OG-027

Oil and Gas Contract Management: From Award to Close-Out

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Course content

Why Attend

Contracts for drilling, engineering, construction, operations and maintenance represent the largest share of spending in most oil and gas companies. Weak contract management leads to cost overruns, claims, disputes and safety incidents, while strong management protects value and keeps projects and operations on track.

This Aractech course covers the full contract life cycle in an oil and gas setting: contracting strategy, tendering and award, contract administration, performance and HSE management, variations and claims, payment and close-out. Participants learn how industry-standard terms allocate risk, including indemnities, liabilities and insurance, and how to manage contractors effectively day to day.

Course Methodology

- Practical sessions led by experienced contracts specialists
- Review of typical oil and gas contract clauses
- Case studies of claims and disputes
- Group exercises on variation and claim management
- Contract management planning workshop

Course Objectives

- Develop contracting strategies for oil and gas projects and operations
- Understand key commercial and legal terms in industry contracts
- Manage tendering, evaluation and contract award
- Administer contracts and monitor contractor performance and HSE
- Control variations, claims and disputes
- Manage payments, audits and contract close-out

Course content

| Target Audience

- Contract and procurement professionals in oil and gas
- Contract holders and engineers managing contractors
- Project managers and commercial managers
- Legal and finance staff supporting contracts

Course outline

Detailed course outline

Day-by-day outline for Oil and Gas Contract Management: From Award to Close-Out.

Day 1 - Contracting Strategy in Oil and Gas

- 09:00-09:39 | The role of contracts in the oil and gas value chain
- 09:39-10:18 | Contract types: lump sum, reimbursable, unit rate and hybrid
- 10:18-10:57 | Contracting strategy and packaging
- 10:57-11:00 | Market analysis and contractor capability
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Market analysis and contractor capability (continued)
- 12:05-12:43 | Stakeholders and roles in the contract life cycle
- 12:43-14:00 | Workshop: Selecting a contracting strategy

Day 2 - Key Terms and Risk Allocation

- 09:00-09:39 | Scope of work and specifications
- 09:39-10:18 | Indemnities, liabilities and knock-for-knock arrangements
- 10:18-10:57 | Insurance, guarantees and bonds
- 10:57-11:00 | Force majeure and termination
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Force majeure and termination (continued)
- 12:05-12:43 | Local content and compliance clauses
- 12:43-14:00 | Exercise: Reviewing risk allocation in a services contract

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Day 3 - Tendering and Award

- 09:00-09:39 | Pre-qualification and tender documents
- 09:39-10:18 | Technical and commercial evaluation
- 10:18-10:57 | Clarifications and negotiation
- 10:57-11:00 | Award, mobilisation and kick-off
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Award, mobilisation and kick-off (continued)
- 12:05-12:43 | Contract management plans
- 12:43-14:00 | Case study: Evaluating competing bids

Day 4 - Contract Administration and Performance

- 09:00-09:39 | Day-to-day administration and communication
- 09:39-10:18 | Performance KPIs and reviews
- 10:18-10:57 | HSE management of contractors
- 10:57-11:00 | Variations and change orders
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Variations and change orders (continued)
- 12:05-12:43 | Claims notification and assessment
- 12:43-14:00 | Practical exercise: Managing a variation request

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Day 5 - Payments, Disputes and Close-Out

- 09:00-09:45 | Invoicing, payment and contract audits
- 09:45-10:30 | Dispute avoidance and resolution
- 10:30-11:00 | Contractor relationship management
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Contractor relationship management (continued)
- 11:45-12:30 | Close-out, final accounts and lessons learned
- 12:30-13:15 | Digital tools for contract management
- 13:15-14:00 | Capstone: Contract management plan for a real contract

Seminar dates

Available seminar dates

Live dates and pricing for Oil and Gas Contract Management: From Award to Close-Out generated from the course details page.

Date	Location	Format	Fee
2 - 6 November 2026	Barcelona	Classroom	€2,815
21 - 25 December 2026	London	Classroom	€2,315
18 - 22 January 2027	London	Classroom	€2,315
15 - 19 February 2027	Frankfurt	Classroom	€1,875
15 - 19 March 2027	Barcelona	Classroom	€2,815
19 - 23 April 2027	Frankfurt	Classroom	€1,875
17 - 21 May 2027	Rome	Classroom	€3,460
21 - 25 June 2027	Kuala lumpur	Classroom	€1,925
19 - 23 July 2027	Barcelona	Classroom	€2,815
16 - 20 August 2027	London	Classroom	€2,315

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Date	Location	Format	Fee
20 - 24 September 2027	London	Classroom	€2,315
18 - 22 October 2027	Frankfurt	Classroom	€1,875
15 - 19 November 2027	Barcelona	Classroom	€2,815
20 - 24 December 2027	Frankfurt	Classroom	€1,875
2 - 6 November 2026	Online / Live	Online / Live	€1,815
21 - 25 December 2026	Online / Live	Online / Live	€1,815
18 - 22 January 2027	Online / Live	Online / Live	€1,815
15 - 19 February 2027	Online / Live	Online / Live	€1,815
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19 - 23 April 2027	Online / Live	Online / Live	€1,815

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21 - 25 June 2027	Online / Live	Online / Live	€1,815
19 - 23 July 2027	Online / Live	Online / Live	€1,815
16 - 20 August 2027	Online / Live	Online / Live	€1,815
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