

YOUR COMPANY Module ? Project Management

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DATE



Agenda

1. Introductions
2. Objectives
3. What is Project Management
4. Roles and Responsibilities
5. The Contract
6. Safety and the Role of Prime
7. Scope
8. The 'Soft' Issues

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9. Project Controls
10. Change
11. Risk Management
12. Quality
13. Reporting and Correspondence
14. Contract Closeout

Workshops are also planned through the two day high level Project Management Workshop