



أكاديمية الزمالة
العربية البريطانية



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Arab British Academy Fellowship
A.B.A.F





Techniques in drafting, auditing and analyzing contracts

Objectives

- There is no doubt that the contracting process is one of the most important issues in human life in general, since each of us enters into relationships with others to satisfy his needs and desires and to achieve his various interests.
- The contract means that two parties agree to achieve a specific goal that can be legally implemented. If each party implements the terms of this agreement, there is no problem where each party obtains its right from the other.
- It is not clear that the value of the contract and the judgment on the accuracy and plot of its formulation do not appear except when a dispute is raised and resort to the competent authorities agreed to resolve this dispute.
- Needless to say, in general terms, the formulation is meant to be a good organization to highlight the substance. The term "formulation" therefore includes two basic elements: form and content, each complementing the other, because without good organization it is difficult to understand the content and without good content there will be little benefit from regulation.
- And we will deal with the will of God the best method and better organization and coordination of the finer, and the legal provisions governing the drafting of the nodal in terms of scientific and practical, in the training bags, which includes the subject of technology and best practices.

Who Should Attend?

- Contract staff
- Managers
- Counselors
- Professionals responsible for contract execution and contractual claims

Seminar Outline

DAY 1

- Basic concepts of contracting
- In this training package we will address the following key points:
- The term contract
- Difference between agreement and contract.



- The emergence of the contract and its development
- Contract and instrument.
- Contract law in civil law
- Law of contract in general law.
- Interpretation of civil and administrative contract
- Types of contracts and their divisions.
- Contracting skills and methods

DAY 2

- The importance of contracts.
- Definition and meanings of the contract.
- Division and types of contracts
- The different stages of the contract.
- Terms of contract
- The pillars of the contract in general.

DAY 3

- How to formulate and write contracts.
- How to remedy the common mistakes in the nodal formulation.
- Factors of success and effectiveness of contracts.
- How to plan and implement projects under contract.

DAY 4

- Ceremony and declaration of contracts.
- International sales contract.
- Contracting methods and methods.
- How to prepare a booklet of conditions and specifications.
- The formal and objective elements of the Decade
- In this training package, we will discuss the following key points:
- Concept of legal formalities of the contract.
- Functions of the legal form of contract (proof - warning - guidance).
- The link between the form of the contract and its legal access.

DAY 5

- Writing
- Signature
- the seal
- Exchange of final documents of the contract.
- Substantive Elements of the Decade:
- Configure nodes
- Oral evidence base
- The subjective criterion and the objective criterion



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