

NEC3 Engineering and Construction Subcontract (April 2013 Edition)

Formation and administration of the subcontract

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Summary: The course will provide an explanation of significant points in forming and administering the NEC3 Engineering and Construction Subcontract (April 2013 Edition).

Objectives: The course is intended for the Contractor's staff and Subcontractor's staff involved in forming and/or administering the subcontract.

Topics:

- 1. Forming the Subcontract**
 - Considerations for selecting main option and secondary options and preparing key elements of the Subcontract Data and Subcontract Works Information
- 2. Payment under the subcontract conditions**
 - Assessment dates
 - Applications for payment
 - Price for Work Done to Date
 - Amount due
 - Certification of payments
 - Due dates and final dates for payment
- 3. Communications**
 - Form of communications
 - Notifications
 - Acceptances
 - Instructions – powers, duties and scope
 - Changes to the Subcontract Works Information
 - Early warnings
 - Risk Register and risk reduction meetings
- 4. Other matters as to administration**
 - Design submissions and replies
 - Subcontractor's programmes – submission and replies
 - Compensation event procedure – Notifications, quotations and other communications (timing and content)