QUEST
Professional Center

PROFESSIONAL TRAINING COURSE

Course No. 1620

Contract Claims, Variations & Dispute Resolution

LEGAL, CONTRACTS & COMPLIANCE
OIL & GAS

DURATION **5 Days**	DELIVERY **Classroom**
LOCATION **Dubai, UAE**	DATES **22 – 26 Nov 2026**

Scheduled Event Details

CITY	Dubai, UAE
DATE	22 – 26 Nov 2026
DELIVERY TYPE	Classroom
COURSE FEE	€4,700

Course Overview

Contract Claims, Variations & Dispute Resolution for the Oil & Gas Sector is a specialized professional training course designed to strengthen the capabilities of contracts, commercial, claims, project, legal, and procurement professionals responsible for managing contractual exposure across complex oil and gas projects. Oil and gas projects involve high-value contracts, multiple stakeholders, technical interfaces, demanding schedules, regulatory requirements, and significant operational dependencies. Effective claims and variation management is therefore essential to protecting contractual rights, controlling commercial exposure, and maintaining project performance.

The course provides a practical framework for identifying, preparing, evaluating, negotiating, and managing contractual claims and variations throughout the contract lifecycle. Participants will examine common causes of claims in the oil and gas industry, including delays, disruption, changes in scope, design development, differing site conditions, payment issues, suspension, force majeure, acceleration, productivity impacts, and contractor or employer breaches. The program connects contractual principles with project records, commercial analysis, technical evidence, and effective contract administration.

A major focus of Contract Claims, Variations & Dispute Resolution is the ability to distinguish legitimate contractual entitlement from unsupported or poorly documented claims. Participants will learn how to interpret contractual provisions, establish entitlement, demonstrate causation, quantify financial and schedule impacts, organize supporting evidence, and prepare professional claim submissions. Particular attention is given to contemporaneous records, notices, correspondence, schedules, progress reports, cost records, change documentation, and other evidence commonly required in complex energy projects.

The course also develops practical dispute resolution capabilities, covering negotiation, escalation, mediation, adjudication where applicable, arbitration, and other contractual mechanisms. Participants will learn how to manage disputes before they escalate, evaluate settlement options, coordinate legal and commercial teams, and support senior management with clear information on contractual exposure. The program is designed to help oil and gas organizations improve contract administration, reduce avoidable disputes, and make commercially sound decisions throughout major projects and operations.

Objectives

- Analyze the principal causes and characteristics of contractual claims in upstream, midstream, and downstream oil and gas projects.
- Develop structured methodologies for identifying contractual entitlement, establishing causation, and preparing well-supported claims.
- Evaluate contract provisions relating to variations, extensions of time, delay, disruption, suspension, force majeure, payment, and termination.
- Apply practical techniques for identifying, documenting, evaluating, and administering contract variations throughout the project lifecycle.
- Assess the contractual, financial, technical, and schedule implications of proposed changes before approval or implementation.
- Design effective claims documentation systems using notices, correspondence, schedules, progress records, cost information, and technical evidence.
- Improve the preparation and evaluation of extension-of-time and delay claims using appropriate schedule and project information.
- Analyze the financial consequences of variations, disruption, delay, acceleration, productivity impacts, and other compensable events.
- Strengthen negotiation strategies for resolving claims and variations while protecting contractual and commercial interests.
- Evaluate dispute resolution options and determine appropriate escalation strategies based on the nature, value, urgency, and complexity of the dispute.
- Develop effective coordination between contracts, claims, commercial, legal, project controls, engineering, procurement, finance, and operations teams.
- Prepare a comprehensive claims and dispute management strategy suitable for complex oil and gas contracts and projects.

Who Should Attend

This course is designed for contracts managers, contract engineers, claims managers, claims specialists, commercial managers, quantity surveyors, contract administrators, project controls professionals, procurement professionals, and legal specialists involved in oil and gas contracts. It is particularly relevant to professionals managing EPC, EPCM, engineering, procurement, construction, drilling, fabrication, maintenance, commissioning, operations, oilfield services, transportation, and supply contracts.

The program is also suitable for project directors, project managers, commercial directors, contract directors, procurement managers, legal counsel, cost engineers, planning engineers, project controls managers, risk managers, finance professionals, and senior executives responsible for contractual performance and commercial outcomes. It is relevant to national and international oil companies, oilfield service providers, EPC contractors, engineering and construction companies, drilling contractors, suppliers, and organizations participating in major energy projects.

Learning Outcomes

- Identify the principal contractual events that may give rise to claims and variations in oil and gas projects.
- Determine contractual entitlement by analyzing relevant clauses, obligations, notices, instructions, and project circumstances.
- Develop a structured claim submission covering entitlement, causation, evidence, quantum, and time impact.
- Evaluate variation requests and determine their contractual, technical, financial, and schedule implications.
- Prepare and assess extension-of-time claims using project schedules, progress information, critical path analysis, and supporting records.
- Analyze delay, disruption, acceleration, productivity loss, and other project impacts using appropriate contractual and project evidence.
- Organize contemporaneous records and supporting documentation to establish a clear factual and contractual basis for claims.
- Evaluate the financial value of claims and variations using appropriate cost information, contractual provisions, and commercial principles.
- Prepare professional responses to contractor or employer claims while maintaining a clear

contractual and commercial position.

- Apply negotiation and dispute resolution techniques to resolve claims before they develop into formal disputes.
- Develop escalation strategies for disputes involving contractors, subcontractors, suppliers, joint-venture partners, and other project stakeholders.
- Prepare a practical claims, variations, and dispute resolution framework that can be applied within an oil and gas organization.

Course Outline

DAY 01

Contract Claims Fundamentals in the Oil & Gas Industry

- The strategic role of claims management in oil and gas projects
- Contractual risk and common causes of claims across the oil and gas value chain
- Types of claims: time, cost, disruption, variation, payment, suspension, and performance claims
- Understanding contractual entitlement and the relationship between rights and obligations
- Contract interpretation and identification of relevant contractual provisions
- Notice requirements, time bars, contractual procedures, and communication protocols
- Employer, contractor, subcontractor, and supplier responsibilities
- Role of contract administration in preventing and managing claims

PRACTICAL APPLICATION

Identifying potential claims from a complex oil and gas project scenario

DAY 02

Variations, Change Management, Delay & Extension of Time

- Principles of contract variations and change management
- Types of variations and sources of change in oil and gas projects
- Employer instructions, design changes, scope growth, omissions, and technical modifications
- Variation evaluation, approval, pricing, documentation, and implementation

DAY 02 — CONTINUED

- Contractual requirements for notices and change authorization
- Delay analysis and identification of excusable, compensable, and non-compensable delay
- Extension-of-time claims and schedule entitlement
- Critical path, concurrent delay, disruption, and acceleration considerations
- Managing changes to minimize commercial and schedule exposure

PRACTICAL APPLICATION

Evaluating a variation and preparing an extension-of-time assessment

DAY 03

Claims Preparation, Evidence & Quantum Analysis

- Structure and components of a professional contractual claim
- Establishing entitlement, causation, impact, and quantum
- Importance of contemporaneous project records
- Contracts, correspondence, instructions, drawings, specifications, schedules, and progress records
- Cost records, invoices, timesheets, productivity data, and financial evidence
- Preparing disruption and productivity-related claims
- Delay and disruption documentation and analysis
- Financial evaluation of variations, delays, acceleration, and additional costs
- Use of technical and commercial experts in complex claims

PRACTICAL APPLICATION

Developing a complete claim file supported by contractual, technical, schedule, and financial evidence

DAY 04

Claims Negotiation & Commercial Dispute Resolution

- Principles of effective claims negotiation in oil and gas contracts
- Preparing negotiation objectives, positions, concessions, and settlement parameters

DAY 04 — CONTINUED

- Evaluating the strengths and weaknesses of competing contractual positions
- Early identification and escalation of potential disputes
- Mediation, adjudication where applicable, and other alternative dispute resolution mechanisms
- Arbitration and formal dispute resolution processes in international oil and gas contracts
- Managing disputes involving EPC contractors, service companies, suppliers, and joint-venture partners
- Coordination between contracts, commercial, legal, project controls, engineering, and executive management
- Settlement strategies that balance legal entitlement with commercial and operational considerations

> **PRACTICAL APPLICATION**
>
> Negotiating the resolution of a major oil and gas contractual claim

DAY 05

Strategic Claims Management, Dispute Prevention & Governance

- Developing an integrated claims and variations management framework
- Contract administration controls and early-warning mechanisms
- Claims registers, variation registers, risk registers, and management reporting
- Monitoring contractual notices, deadlines, obligations, and outstanding claims
- Improving project documentation and evidence management
- Integrating claims management with project controls, cost management, scheduling, risk, and contract management
- Identifying recurring causes of claims and developing preventive actions
- Executive reporting of material claims, variations, disputes, and commercial exposure
- Establishing governance and escalation frameworks for significant contractual issues

DAY 05 — CONTINUED

> **FINAL WORKSHOP**
>
> Developing an Oil & Gas Contract Claims, Variations & Dispute Resolution Strategy and Implementation Action Plan

Register or Request More Information

Course page: https://quest-training.com/courses/contract-claims-variations-dispute-resolution
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