

Course No. 1614

Contract Compliance & Performance Management

**LEGAL, CONTRACTS & COMPLIANCE
OIL & GAS**

DURATION

5 Days

DELIVERY

Classroom



Course Overview

Contract Compliance & Performance Management is a practical course focused on controlling contractual obligations, monitoring supplier and contractor performance, and identifying non-compliance before it creates operational, financial, or legal exposure.

The course focuses on practical tools for Contract, Procurement, Project, and Operations teams to monitor deliverables, quality, cost, timelines, service levels, and contractual requirements.

Participants will work with practical scenarios and exercises to build compliance tracking systems, performance indicators, corrective actions, and management reports that support better contract control and decision-making.

Objectives

- Analyze contractual obligations and identify key monitoring requirements.
- Develop practical contract compliance tracking methods.
- Evaluate supplier and contractor performance using measurable indicators.
- Apply methods for monitoring quality, cost, schedule, and service levels.
- Identify contractual non-compliance and performance deviations.
- Implement appropriate corrective actions for performance issues.
- Improve management of contractual notices, correspondence, and records.
- Assess contract performance risks and their business impact.
- Prepare concise and effective compliance and performance reports.
- Strengthen coordination between Contract, Procurement, Legal, and Operations teams.
- Develop practical supplier and contractor performance improvement methods.
- Prepare a contract compliance and performance improvement plan.

Who Should Attend

Contract Managers, Contract Specialists, Contract Administrators, Procurement Managers, Supply Chain Professionals, Supplier and Contractor Managers, Commercial Managers, Compliance and Governance Professionals.

The course is also suitable for Project Managers, Operations Managers, Quality and Risk Professionals, Finance Teams, Legal and Audit Professionals, and executives responsible for contract performance, supplier management, and organizational risk.

Learning Outcomes

- Identify priority contractual obligations.
- Prepare a practical contract compliance matrix.
- Develop relevant contract performance indicators.
- Monitor performance and identify deviations.
- Analyze causes of contractual non-compliance.
- Document breaches and performance issues.
- Develop corrective action plans.
- Monitor supplier and contractor performance.
- Assess contract performance risks.
- Prepare management performance reports.
- Apply appropriate escalation procedures.
- Develop a practical contract performance improvement plan.

Course Outline

DAY 01

Contract Compliance Management

- Contract compliance fundamentals
- Contract lifecycle and key obligations
- Roles and responsibilities

DAY 01 — CONTINUED

- Compliance monitoring requirements

PRACTICAL APPLICATION

Identify obligations in a sample contract

DAY 02

Contract Compliance Tracking

- Contract obligation matrix
- Deliverables, deadlines, and milestones
- Notices and contractual correspondence
- Documentation and records management

PRACTICAL APPLICATION

Build a contract compliance tracker

DAY 03

Contract Performance Management

- Contract performance indicators
- Supplier and contractor evaluation
- Quality, cost, schedule, and service performance
- Performance deviation analysis

PRACTICAL APPLICATION

Develop KPIs for a contract

DAY 04

Non-Compliance and Corrective Actions

- Contract breaches and non-performance
- Delays and performance deficiencies

DAY 04 — CONTINUED

- Root cause analysis
- Corrective actions and escalation

PRACTICAL APPLICATION

Resolve a contractor performance case

DAY 05

Contract Governance and Performance Improvement

- Compliance and performance reporting
- Contract risk management
- Supplier and contractor improvement
- Governance and continuous monitoring

FINAL WORKSHOP

Develop a contract performance improvement plan

Register or Request More Information

Course page: <https://quest-training.com/courses/contract-compliance-performance-management>

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