

## Contract Management CATS CM Foundation

In this training you learn the basics of the what, how and why of Contract Management. You will learn in a practical way to get a grip on your contracts and the risks therein, with the proven method CATS CM. After the training you are able to take the examination CATS CM Foundation.

In two days you'll learn the basics of how to manage your contracts successfully according to the CATS CM method. You'll go home with the conviction and knowledge that contracts are indeed manageable and controllable using simple means and procedures.

After the training you can start managing your contracts during the execution and closure phases of the contract successfully, efficiently and effectively. The training is suited for both delivery and ordering parties.

## Review from other participants

*"CATS CM Foundation is the foundation for Contract Managers. The method is structured logically and offers a good view into the world of Contract Management. Within a safe environment theory and practice go hand-in-hand during the training. A must for everyone who wants to professionalize in Contract Management." Ad Spaan*

## Why this training?

- You'll get to know CATS CM as a practical approach to get a grip on your contracts
- You'll understand how you can as a contract manager offer your organisation real added value
- You'll see opportunities for margin improvement and cost cutting
- You'll learn to recognise and manage risks
- You'll be handed all the knowledge to be able to successfully complete the CATS CM Foundation examination.

## What you will learn

After the training you will be able to

- discern and name the most important principles and concepts regarding contract management;
- understand contract management as a professional field and position it in relation to project, service and demand management;
- understand the CATS CM method and the core of the various process steps;
- recognize the contract environment and your position/role within it;
- explain the value or business case of professional contract management within your organization;
- signal opportunities for margin improvement and cost cutting;
- draft a contract risk profile and identify the most important risks in a contract;
- make the first steps towards getting a grip on your contracts with the CATS CM method and use it to lay the basis for achieving your contract objectives;
- pass the CATS CM Foundation examination.

## Target audience

Contract managers with ordering parties and suppliers looking for a clear vision and approach to increase their grip on their contracts.

This is also a good training if you want to explore the field of contract management as a possible career step, or if you as a manager want to explore the do's and don'ts of implementing contract management in your organization.

### Prior knowledge

The training is at Higher Professional Education level. No specific prior knowledge is required.

## General

### Duration

The training is scheduled on two consecutive days from 9:30 to 17:00.

### Material

You'll receive a pdf of the course material and if desired a course folder of the presented sheets, assignments and exercises.

### Examination

You can take the CATS CM Foundation examination, allowing you to acquire the 'CATS CM Foundation' certificate.

If you do not pass the examination the first time, CM Partners offers you a free retake.

### Work formats

Theory is alternated with discussions about the participants' own situations, in addition to assignments and exercises carried out individually or in groups of two or three participants and discussed collectively afterwards.

## Programme

- What is contract management
- Why contract management, the value of contract management
- The conditions for successful contract management
- The four pillars of the CATS CM method
  - Work To Be Done versus All Other Contract Matter
  - the roles within contract management
  - the contract management process
  - the contract management essentials
- Tasks, responsibilities and powers of the contract manager
- The contract life cycle and the contract environment
- The contract assessment
- The contract risk profile (CRP).

## Related training

- Contract Management CATS CM Practitioner.
- Contract Management CATS CM Foundation e-learning.

## Price, dates and location

See our website <https://www.cmpartners.nl/en/trainingen> or contact us at [info@cmpartners.nl](mailto:info@cmpartners.nl) or telephone number +31 (0)852100531.