



Internal Control Institute of Zimbabwe  
"Recognising Competency World Wide"

COST Maximum

# Controlling Construction Costs on Projects

14-15 July 2022 @ Holiday Inn Hotel, Bulawayo

In this two-day seminar, case examples will be used to illustrate effective construction cost control and analysis techniques. Attendees will learn how to ask the right questions to tackle technical potential cost overcharge matters; how to prevent overcharges; and how to detect and recover construction cost overcharges.

## ATTENDEES WILL LEARN

- Prevent and detect construction overcharges
- Administer construction contracts more effectively
- Plan your construction contract strategy to complement your control system to receive the most value for your construction dollar
- Strengthen controls to reduce opportunity for fraud, conflicts of interest and kickbacks.

## WHO CAN BENEFIT FROM THIS LEARNING EXPERIENCE

Owner organization representatives who are involved with auditing or administering construction activity including:

- Construction internal audit and external consultants
- Construction management executives
- project managers
- Projector Director,
- Finance Managers
- Contract Administrators,
- Construction Contract Accountants,
- Procurement officers/ Managers
- Legal representatives

## COST OF PARTICIPATION ( 10% Discount for Members)

### OPTION 1: ZWL795 000

Conferencing, Full Board Accommodation, Teas, Lunches, Refreshments & Certificate of Participation.

### OPTION 2: ZWL405 000

Conferencing, Teas, Lunches, Refreshments & Certificate of Participation.

## BANKING DETAILS

**Name of Bank:** First Capital Bank - Highlands Branch  
**Name of Acc:** Internal Control Institute Zimbabwe  
**Account No.:** RTGS. 2143-1104229

**IN-HOUSE TRAINING**  
Our in-house training is conducted either in-person at your location or virtually at a time convenient for you.

## FOR ALL YOUR BOOKINGS CONTACT:

Tell: +263 242 443124 / Cell: +263 771 897 378/ +263 772 675 810  
admin@internalcontrolinstitute.co.zw/ info@internalcontrolinstitute.co.zw

# Controlling Construction Costs on Projects

## COURSE SUMMARY

Controlling Construction Costs is designed for organization representatives who are involved with controlling or auditing construction activity including construction management executives, project managers, construction auditors, procurement and legal representatives.

## COURSE OUTLINE

- Cost control objectives in project planning, document development, bid/contract awards through construction and contract closeout.
- Multi-step approach to effectively control construction costs
- Cost control roles and responsibilities
- Preventing and/or detecting typical overcharges in lump sum and cost plus contracts
- Bid document format and language
- General contract provisions to enhance cost controls
- Special considerations for time and material and unit price contracts
- Using computer database applications as part of the operational control system for cost plus and time and material contracts
- Cost control considerations with change orders to lump sum or guaranteed maximum contracts
- Special cost control considerations with contractor "claims"



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## Registration Form

Name of Course:

<b>REGISTRATION DETAILS</b>	
<b>Company Name</b>	
<b>Postal Address</b>	
<b>Postal Code</b>	
<b>Telephone Number</b>	
<b>Fax number</b>	
<b>Email Address</b>	
<b>City and Country</b>	
<b>Nature of Business</b>	
<b>Training Officer</b>	

Name	Designation	Email Address

Nominees:

Authorisation

This Contract is not valid without a signature.

Name:..... Position:.....

Signature:..... Date.....

Method of Payment (Please Tick)

Direct Deposit.

Electronic Transfer

Cash Payment

**BANKING DETAILS**

Internal Control Institute Zimbabwe  
 Barclays Bank  
 Highlands Branch  
 Account No. 2143-1104229

1. Payment Terms: On the return of a registration form, full payment is required within 7 working days. Payment must be received prior to the conference date. Internal Control Institute of Zimbabwe reserves the right to refuse entry into the conference or workshop should full payment not have been received prior to this date. Cancellation will be charged under the terms set as below.
2. Cancellations; No Shows & Substitutions: Cancellations received in writing more than 21 days prior to the event conference or workshop to be held carry a 50% of the event fee as cancellation fee. Should cancellation be received between 21 days and the date of the event, the full conference fee is payable and non-refundable . Non-payment or non attendance does not constitute cancellation . No shows will be charged the full Registration fees. Cash alternatives will not be offered, however, substitutions at no extra charge are welcome.
3. Alterations to advertised package: Internal Control Institute of Zimbabwe reserves the right to alter this programme without notice or penalty and in such situations no refunds or part-refunds or alternative offers will be made. Should Internal Control Institute of Zimbabwe permanently cancel an event, for any reason whatsoever, the Client shall be well provided with a credit of the equivalent amount paid towards the cancelled event.
4. In the case of a postponed event no refunds will be made as arrangements for attending on the next event will be considered.
5. For a canceled event Internal Control Institute of Zimbabwe will not be responsible for covering airfare, accommodation, or other travel costs incurred by clients
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