

SEMINAR NOTICE



THE KENYA SCHOOL OF LAW

COURSE: NEGOTIATING, DRAFTING & MANAGING COMMERCIAL CONTRACTS WORKSHOP

(3 LSK CPD POINTS)

DATE: 21-23 June 2023

VENUE: Kenya School of Law

About Kenya School of Law

The Kenya School of Law is a public training institution established under the Kenya School of Law Act, No. 26 of 2012. The mandate of the School includes undertaking practical training in law, policy and related disciplines for the professional development of persons in the legal and related fields. The School is the agent of the Government for legal training and consultancies.

About the Course

The need to ensure that commercial contracts are not only negotiated but also drafted and managed correctly cannot be overemphasized. There is need to avoid the burden of litigation and extra cost and time that it is wasted on various cancellations and variations to commercial contracts and disputes which are costly and time wasting.

Course content

- Negotiating contracts, the negotiation process, the post award negotiation and strategies and tactics winning during negotiation.
- Key features and provisions, boilerplate clauses, reading small print, what clauses to look out for in preprinted contracts, for seeing problems before they arise, identifying common danger areas in contracts, pinpointing criteria that will invalidate a contract, legal jargon and terms to avoid potential problems
- An overview of the procurement and public private partnerships contracts
- Nature of claims, why they occur and claim disputes
- Different approaches to dispute resolution and termination of contracts
- Managing risk and costs

At the End of the Course, You will:

- Master effective negotiation and drafting and potential problems avoidance techniques
- Stay abreast of the latest legislation, conduct legal due diligence
- Understand drafting and implement key clauses for effective contract risk mitigation
- Encompass technology into contract drafting for effective online and e contracts
- Ensure water tight contracts through efficient contract closeouts cause and by agreement
- Ensure value for Money, identifying the financial implications for all parties
- Manage contracts, ensure contracts are completed and benefits received

YOUR INVESTMENT: Ksh. 34,800 (+ 25% non-East Africans) inclusive of VAT and registration fee (covers *tuition fees, course materials, stationery, lunch and refreshments*)

Participants who wish to reside at the Kenya School of Law during the training period may apply separately for accommodation at the rate of Kshs 3,845 per day (dinner, bed and breakfast).

Application Process

Registration for the Course is by logging to <https://services.ksl.ac.ke/web/signup> and signing up (for those without account) or signing in for those who have already opened an account. The system will generate a proforma invoice. Money should be deposited in the **School's account: (Account No. 202 2029 110 ABSA Bank PLC, Absa Plaza Branch, Nairobi, Kenya)** and the bank slip or evidence of electronic funds transfer presented or scanned to the Finance Office.

For any queries, contact Course Coordinator [Ms. Jane Githinji](mailto:Ms.Jane.Githinji) jgithinji@ksl.ac.ke, or Jacqueline jacqueline@ksl.ac.ke; Christine cmwanza@ksl.ac.ke



Isaac S. Kuloba

For DIRECTOR/ CHIEF EXECUTIVE OFFICER



ISO 9001:2015 Certified