

GLOBAL EXPERTS INSTITUTE FOR TRAINING.  
ISO 9001-2008 TRAINING PROVISION CERTIFIED

## Construction Site Management and Supervision

### Schedule Dates:

Start Date	End Date	Place
23 Sept	27 Sept 2024	Ramada Plaza By Wyndham Istanbul City Center

### Program Introduction:

The "Construction Site Management and Supervision" course is a comprehensive 5-day program designed to equip participants with the essential skills and knowledge required to effectively manage and supervise construction sites. Through a series of structured sessions, participants will explore the critical aspects of site management, including project scheduling, resource allocation, legal and contractual obligations, health and safety protocols, leadership, and communication.

### Who Should Attend:

Engineers – Construction Engineers - Site Engineers

### Course Objectives:

- Methods to meet deadlines
- Proven techniques to achieve project success
- Getting results and avoiding legal pitfalls
- Develop productive working relationships, manage changes and resolve disputes
- Learn Cost control and progress payment administration
- Lead project meetings and manage the performance of teams and individuals

## Program Outlines

### *Day One*

#### **Introduction to Construction Site Management**

- **Session 1: Overview of Construction Site Management**
  - Introduction to the roles and responsibilities of a site manager.
  - Understanding project life cycle and phases.
  - Key stakeholders in construction projects.
  - Importance of effective communication on site.
  
- **Session 2: Site Planning and Organization**
  - Site layout planning and logistics.
  - Equipment and materials management.
  - Establishing site rules and regulations.
  - Managing site resources and labor.
  
- **Session 3: Health, Safety, and Environment (HSE) Management**
  - Introduction to HSE in construction.
  - Risk assessment and management.
  - Site safety protocols and procedures.
  - Environmental considerations and sustainability practices.

### *Day Two*

#### **Project Scheduling and Control**

- **Session 1: Construction Scheduling Techniques**
  - Introduction to construction scheduling.

- Gantt charts, CPM, and PERT techniques.
- Developing and managing a construction schedule.
- Dealing with delays and disruptions.
  
- **Session 2: Monitoring and Controlling Construction Activities**
  - Progress tracking and reporting.
  - Quality control and assurance on site.
  - Handling site inspections and audits.
  - Cost control and budget management.
  
- **Session 3: Resource Management on Construction Sites**
  - Managing workforce and labor productivity.
  - Materials management and inventory control.
  - Equipment management and maintenance.
  - Subcontractor management and coordination.

### *Day Three*

#### **Legal and Contractual Aspects**

- **Session 1: Understanding Construction Contracts**
  - Overview of different types of construction contracts.
  - Key contract terms and conditions.
  - Managing contract changes and variations.
  - Dispute resolution and claims management.

- **Session 2: Regulatory Compliance and Permits**

- Understanding local building codes and regulations.
- Navigating permit processes and approvals.
- Managing compliance with labor laws and safety regulations.
- Handling inspections and enforcement actions.

- **Session 3: Risk Management and Mitigation**

- Identifying and assessing risks on site.
- Developing risk mitigation strategies.
- Insurance and bonding in construction projects.
- Crisis management and emergency response planning.

## Day Four

### Leadership and Team Management

- **Session 1: Leadership Skills for Site Managers**

- Key leadership qualities and skills.
- Motivating and leading site teams.
- Conflict resolution and negotiation on site.
- Building a positive site culture.

- **Session 2: Communication and Reporting**

- Effective communication strategies on site.
- Managing site meetings and briefings.
- Reporting procedures and documentation.
- Stakeholder communication and management.

- **Session 3: Problem-Solving and Decision-Making**

- Problem-solving techniques for site managers.
- Decision-making under pressure.
- Handling site challenges and unexpected issues.
- Continuous improvement and learning on site.

## Day Five

### Practical Applications and Case Studies

- **Session 1: Site Management Best Practices**

- Review of industry best practices.
- Lessons learned from successful projects.
- Case studies of effective site management.
- Practical tips and tools for site managers.

- **Session 2: Hands-On Workshop: Simulated Site Management**

- Participants engage in a simulated construction project.
- Real-time problem-solving and decision-making exercises.
- Role-playing different site management scenarios.
- Group discussion and feedback.

- **Session 3: Course Review and Assessment**

- Review of key concepts and takeaways from the course.
- Q&A session with the instructor.
- Final assessment and feedback.

### Training Methodology:

- Slide presentations
- Interactive discussion
- Simulations and Gamification
- Online Video material

### Cost Quotation in Kuwaiti Dinars

#### The total cost includes:

- Instructor(s) expenses
- Training materials
- Certification
- Lunch Included

**Total Cost: 1300 KD per Participant**  
( One Thousand Three Hundred Kuwaiti Dinar )