

General Practice SA presents
in conjunction with the
Australian Institute of Management 1 day workshop

Contract Management “The Basics”

The Contract Management workshop has been specifically designed for participants to gain the skills and knowledge needed to effectively manage contracts

Key Topics Being Presented are:

- Fundamentals of a contract
- Basic contract terms and conditions
- Roles and responsibilities for contract management
- Contract administration and performance management
- Contract variation and valuation

The workshop would benefit Program Officers, Finance Officers and Support Staff from across all programs

Date: Tuesday the 27th April 2010
Time: 10:00 am to 4:00 pm
Venue: Adelaide Pavilion, Veale Gardens, cnr South Terrace and Peacock Road Adelaide

To secure your place, please fax the following registration form to Donna Mackereth on (08) 8271 8344 or email donna.mackereth@gpsa.org.au by Wednesday 21st April 2010

Contract Management

General Practice SA Inc
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ABN 70 462 693 761

Name: _____

Organisation: _____

Email: _____

Contact Phone Number: _____

Specific Dietary Needs: _____

Contract Management