

The background is a gradient of blue shades. It features several 3D-style puzzle pieces of various sizes and colors (light blue, medium blue, dark blue). Some puzzle pieces have icons on them, such as a lightbulb, a gear, a bar chart, and a puzzle piece with the letter 'W'. There are also several blue spheres with icons, including a magnifying glass, a lightbulb, a gear, and a bar chart. The overall composition is abstract and represents concepts like teamwork, problem-solving, and training.

OPC - ORDONNANCEMENT TRAINING

PRACTICAL INFORMATIONS



Goals

- Manage and coordinate work execution (measure progress, resources and means, analyse discrepancies, adjust schedules).
- Order operations prior to acceptance of work (planning, managing and coordinating acceptance).



Acquired

At the end of this course, each participant will be able to manage a construction project.



Public

This includes project owners, planners, pilots and project managers.



Requirement t

Project management fundamentals.

Assessment methods .

- Assessment of skills acquired through role-playing exercises.
- Self-evaluation and end-of-course certificate.



Methods used Teaching aids

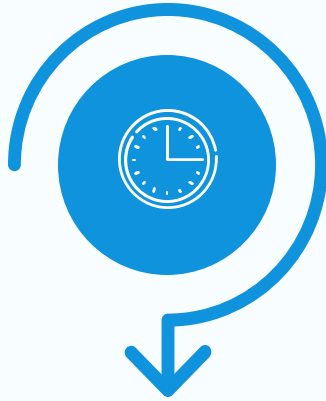
Each trainee will be provided with a PC running MS Project or Primavera P6. This training includes a theoretical part as well as a case study. All participants will receive training materials at the end of the course. The training will include discussions and case studies.



Our trainers

Our training courses are delivered by international experts recognized for their skills and expertise in contract management and customer and supplier claims management.

PRACTICAL INFORMATIONS



Time

2 days – 14 hours



Dates

Contact us:

- By phone :

+331 69 81 95 92

- By email :

contact@mesli.consulting



Training date

- Inter company ;
- Intra company ;
- By videoconference.

Training program - OPC

Day 1

Fundamentals

- Project stakeholders ;
- Overview of the project life cycle from design to completion;
- Reminder of the different phases of a project: design, procurement, construction, testing;
- Project organization chart and the pilot's position in an organization;
- Different types of contracts: public, private.

OPC in the project from service order to handover

- Contractual documents in the contract file;
- Contract notification, service orders and preparation phase;
- Management of subcontracts and monthly progress reports;
- Acceptance, delivery and commissioning;
- Various commissions: quality, safety, environment, etc.
- OPA (Operations Prior to Acceptance) and removal of reservations;
- Perfect completion of works.

Mission definitions, roles and responsibilities

- Definition and scope of the OPC mission;
- Why an OPC on a project is mainly integrated into an MOE ;
- Batch concept;
- Roles, missions, tasks and responsibilities of the pilot.

Training program - OPC

Day 2

Task scheduling and planning

- What is scheduling?
- Building a task schedule;
- Analysis of graphic and written documents (customer and subcontractor contractual documents);
- Define and list tasks by batch and phase;
- Determining your project's life-cycle constraints;
- Establish the work schedule;
- The contractual deadline for scheduling and notification;
- The importance of the hypothesis note and its contents ;
- Project monitoring and weekly and monthly progress reports;
- Causes of delays and how to deal with them;
- Rescheduling and optimization;
- Practical case studies;
- How to motivate and build relationships within the OPC.

Steering

- Scoping meeting or kick-off meeting;
- On-site monitoring of work in line with the schedule;
- Situations and progress reports;
- Anticipating, analysing and managing project drifts;
- Site meetings and site visits;
- Meeting minutes, contents and appendices;
- Follow-up during execution;
- Critical and priority tasks on your project;
- Awareness and penalties for delays ;
- Workforce management by batch;
- Monitoring bad weather and its impact on planning;
- Coordination with studies: summary and impact on studies;
- Implementation of study validation procedures and schemes.

Coordination

- On-site team management and motivation;
- Ensuring that trades comply with schedules;
- Analyse and communicate deviations;
- OPC alerts to stakeholders;
- OPC pilot deliverables.

Contact us



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