

Lift & Escalator Industry Association

Practical Management of a Lift/Escalator Contract

Part 2 – Site (Unit 11)

(Half Unit)

Course Content

- Responsibility for Attending Meetings
- Acting On Decisions Taken At Meetings
- Report Writing And Correspondence
- Insurance Requirements
- Financial Failure/Insolvency
- Passage of Title
- Company Contacts
- Management of Site Operatives
- Quality Assurance, Procedure, Records, Files
- Attendances on Site
- Resourcing of Equipment
- Control of Labour Only Sub-Contractors
- Working With Other Trades
- Parties to the Contract
- Types of Contract
- Procedures as a Consequence of Delay
- Claims for Loss and Expense
- Variations to the Contract
- Responsibility for Material Damaged on Site
- Payment Provisions
- Financial Management
- Handover Before Completion of the Main Contract Works
- Statutory Requirements, Local Bye-Laws, HSE Guidance, Codes/Standards
- Working Safely
- Responsibility for and Method of Reporting Accidents
- Environmental Protection Act

