CONCEPT

Interface Management for Capital Projects: Registers, Agreements and Multi-Contractor Control

15 – 19 August 2027
Jeddah - Corniche four-star



Interface Management for Capital Projects: Registers, Agreements and Multi-Contractor Control

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Introduction:

Most schedule slippage and claims on multi-contract capital projects start at the boundaries between packages: a tie-in point nobody owned, vendor data that arrived after the need-date, or a scope gap between two contractors. Interface management closes those gaps by making every hand-off visible, owned and dated. This Core Concept course takes interface managers, package engineers and contract staff from interface identification and risk screening through registers, interface agreements, need-date tracking, escalation and dispute handling. Participants build an Interface Management Plan and Interface Register for a multi-contract case project.

Course Objectives:

- Classify physical, functional, contractual and organisational interfaces and screen project interface complexity before execution starts
- Design an interface management plan that sets roles, procedures, meeting cadence and escalation routes across owner and contractors
- Derive interface points from the contract strategy, packaging plan and work breakdown structure and record them in an interface register
- Draft and administer interface agreements with defined deliverables, responsible parties and need-dates
- Monitor interface performance with KPIs and dashboards and act on overdue or at-risk interface agreements
- Resolve interface disputes and prepare the interface record needed to support or defend delay and disruption claims

Target Audience:

- Owner-side managers accountable for coordinating several EPC, EPCI or construction contracts on one capital project
- Interface managers and coordinators who run registers, agreements and interface meetings for owner or contractor teams
- Package engineers who define scope boundaries, technical hand-offs and data exchange between packages
- Contract and commercial managers who handle scope gaps, interface-related changes and claims
- Lead contractor and consortium managers who integrate subcontractors, vendors and joint venture partners

Course Outline:

Day 1: Interfaces, Interface Risk and Project Complexity

- Interface Taxonomy: Physical, Functional, Contractual and Organisational Interfaces
- CII Interface Management Vocabulary: Interface Stakeholder, Interface Point and Interface Agreement
- Interface Failure Patterns Behind Delay, Rework and Contractor Claims
- Project Complexity Screening with the CII RT-302 Complexity Assessment Tool
- Interface Management Maturity Self-Assessment for the Current Organisation

Day 2: Interface Management Plan, Roles and Identification

- Interface Management Plan Structure: Scope, Procedures, Tools and Responsibilities
- Interface Roles: Owner Interface Manager, Contractor Interface Coordinators and Lead Contractor Integrator
- Interface Identification from the Contract Strategy and Packaging Plan
- WBS and Battery-Limit Mapping with an N-Squared Interface Matrix
- Interface Clauses in Contract Scopes of Work and Coordination Procedures

Day 3: Interface Register, Agreements and Deliverable Exchange

- Interface Register Design: Fields, Status Codes, Ownership and Revision Control
- Interface Agreement Drafting: Deliverables, Responsible Party, Receiving Party and Need-Date
- Interface Control Documents for Technical Data Such as Loads, Nozzles and Tie-In Coordinates
- Need-Date Alignment Between the Interface Register and the Integrated Schedule
- Interface Action Items, Interface Meetings and the Escalation Ladder

Day 4: Multi-Contractor, Brownfield and Performance Problem Cases

- EPCI Package Interfaces: Topsides, Jacket, Subsea, Pipelines and Hook-Up
- Brownfield Tie-Ins: Shutdown Windows, Live Plant Isolation and Operator Interfaces
- Interface KPIs and Dashboards: Overdue Agreements, Closure Rate and Need-Date Slippage
- Interface Software and Common Data Environments at Overview
- Interface Dispute Resolution and Claim Evidence from the Interface Record

Day 5: Case Work: Interface Management Plan and Interface Register

- Case Exercise: Mapping Interface Points for a Multi-Contract Gas Processing and Export Project
- Case Exercise: Drafting Interface Agreements and Need-Dates for Critical Tie-Ins
- Case Exercise: Escalating a Late Vendor Data Interface Through the Ladder
- Interface Management Plan and Interface Register Drafting
- Project Review Panel Challenge and Plan Defence

Skills You Will Gain:

- Interface Identification
- Interface Complexity Screening
- Interface Register Administration
- Interface Agreement Drafting
- Need-Date Scheduling
- Multi-Contractor Coordination
- Interface Performance Reporting
- Interface Dispute Handling

Why Attend This Course:

- Leave with an Interface Management Plan and Interface Register built on a multi-contract case you can adapt to your own project
- Spot unowned tie-ins, missing battery limits and late data hand-offs before they reach the construction site
- Run interface meetings that close actions and escalate stuck agreements instead of carrying them week after week
- Keep an interface record that holds up when a contractor raises a delay or disruption claim

Conclusion:

On multi-contract capital projects, the work inside each package is usually well managed; losses come from the gaps between them. The course moves from interface types, risk and complexity screening, through the interface management plan and identification from the contract strategy and WBS, to registers, interface agreements, need-dates and escalation. It then tests that system against EPCI, brownfield and dispute cases. The final day produces an Interface Management Plan and Interface Register ready for the next project review.