

Contract Compliance: Obligation Extraction & Monitoring Training Course

OGI-1087 · 5 days · 13 CPD hours · English

Overview

Contract Compliance is a critical commercial control discipline for organisations operating across the oil and gas value chain, and the Contract Compliance: Obligation Extraction & Monitoring Training Course from Institute For Oil & Gas Training develops the practical capability required to turn contractual commitments into structured, monitorable obligations. The course addresses the gap between signing a petroleum contract and consistently managing every obligation, deadline, notice requirement, milestone, deliverable and remedy provision throughout the contract lifecycle.

Oil and gas contracts contain interconnected commercial, operational, financial, technical, reporting and governance commitments. These obligations are distributed across contractual clauses, schedules, annexes, technical specifications, work programmes, payment provisions, performance requirements and correspondence. Without systematic obligation extraction and mapping, important commitments become difficult to identify, assign and monitor. Contract teams then face fragmented records, unclear ownership, missed deadlines and inconsistent escalation.

This course provides a structured approach to converting contractual language into an actionable contract obligation register. Participants examine how to identify obligations, classify them, map dependencies, establish ownership and create monitoring controls that support contract lifecycle management. The programme focuses on practical Contract Compliance rather than theoretical contract interpretation.

A strong compliance monitoring framework gives organisations a clearer view of what each party is required to do, when the obligation becomes active, who owns the response, what evidence demonstrates completion and what contractual consequence follows from non-compliance. Participants develop methods for key terms tracking, milestone and deliverable monitoring, notice requirements, breach and remedy provisions, reporting obligations and approval requirements.

The programme is designed for the realities of oil and gas operations, where contracts frequently connect commercial commitments with field activities, procurement, engineering, production, maintenance, logistics, finance, legal processes and stakeholder requirements. Effective contract owner accountability therefore requires coordination across multiple functions rather than reliance on a single contracts department.

[Institute For Oil & Gas Training](#) delivers this course through practical scenarios that reflect the structure and complexity of petroleum contracts. Participants work through examples involving obligation registers, contractual deadlines, deliverables, notices, approvals, evidence requirements and compliance escalation. The approach enables delegates to apply a repeatable methodology within their own contract portfolios.

The course also strengthens the connection between Contract Compliance and wider contract governance. Participants learn how structured monitoring supports early identification of non-compliance, better communication

between contract owners and commercial teams, stronger audit trails and more disciplined contract administration.

The programme is suitable for organisations managing exploration and production agreements, joint venture arrangements, service contracts, engineering and construction agreements, procurement contracts, operations and maintenance arrangements, transportation agreements and other commercial instruments used throughout the oil and gas sector.

Objectives

- Develop a structured understanding of Contract Compliance within the oil and gas sector
- Build practical skills in obligation extraction and mapping
- Establish effective contract obligation registers for complex petroleum contracts
- Identify contractual obligations across clauses, schedules, annexes and supporting documents
- Classify obligations according to responsible party, timing, priority and evidence requirements
- Strengthen contract owner accountability across commercial and operational functions
- Develop practical methods for key terms tracking
- Improve milestone and deliverable monitoring
- Establish effective controls for contractual notice requirements
- Understand the operational significance of breach and remedy provisions
- Build a practical compliance monitoring framework
- Improve visibility of upcoming, completed, overdue and disputed obligations
- Strengthen communication between contract management, legal, finance, procurement and operations
- Improve the quality and consistency of contractual compliance records
- Support more disciplined contract lifecycle management
- Develop approaches for escalating potential non-compliance

- Improve audit readiness through structured evidence and documentation
- Connect contractual commitments with responsible business processes
- Strengthen organisational control over contractual performance
- Apply practical monitoring techniques to oil and gas contract scenarios

Training methodology

Institute For Oil & Gas Training uses an applied corporate learning approach built around realistic oil and gas contract management situations. The methodology focuses on how professionals identify and manage contractual obligations in operational environments rather than simply reviewing contractual terminology.

Case studies are used to demonstrate how obligations are extracted from complex contractual wording and converted into practical monitoring requirements. Participants analyse contractual clauses, identify responsible parties, establish due dates and determine the evidence required to demonstrate compliance.

Contract obligation register exercises provide hands-on practice in structuring obligations according to category, owner, deadline, status, evidence and escalation requirements. Participants examine how an effective register supports visibility across multiple contracts and prevents important obligations from remaining embedded within lengthy documents.

Simulation exercises place participants in situations involving approaching milestones, incomplete deliverables, overdue actions and contractual notices. These exercises develop the judgement required to distinguish routine monitoring from matters requiring formal escalation.

Group exercises focus on obligation extraction and mapping. Participants work through contractual scenarios and identify relationships between primary obligations, supporting actions, dependencies, approvals and reporting requirements. This reinforces the importance of mapping contractual commitments to operational responsibilities.

Real-world scenarios are used to explore breach and remedy provisions, notice requirements and key terms tracking. Participants consider how missed obligations affect commercial relationships and how contract teams establish a documented response.

The methodology also includes structured discussion around contract owner accountability. Delegates examine the responsibilities of commercial, legal, technical, finance, procurement and operational stakeholders and learn how to establish clearer interfaces between them.

Throughout the course, participants are encouraged to connect contract compliance activities with existing contract lifecycle management processes. This creates a practical framework for moving from contract award and mobilisation through performance monitoring, change management, renewal, close-out and record retention.

Organisational impact

Effective Contract Compliance strengthens the organisation's ability to control contractual performance from award through close-out. A structured contract obligation register provides management with a central view of commitments, owners, deadlines, deliverables and compliance status.

Improved obligation extraction and mapping reduces dependence on individuals remembering contractual requirements. Contractual commitments become visible, assigned and trackable, creating stronger control over responsibilities distributed across departments.

A defined compliance monitoring framework also improves management visibility. Contract owners can identify upcoming milestones, overdue actions, pending notices and unresolved compliance matters through consistent monitoring processes. This supports earlier intervention and more disciplined escalation.

Stronger key terms tracking helps organisations maintain awareness of commercially significant provisions. Contract teams can monitor requirements relating to performance, reporting, approvals, payment conditions, deadlines, documentation and other contractual controls.

Milestone and deliverable monitoring creates stronger alignment between contractual commitments and operational execution. This is particularly important where contracts involve engineering activities, procurement packages, field services, maintenance programmes, production commitments or project deliverables.

Improved contract owner accountability also establishes clearer responsibility for contractual performance. Rather than treating compliance as solely a legal or contracts function, organisations can create defined interfaces between the departments responsible for delivering the underlying commitments.

Effective notice requirements management supports more disciplined contractual communication. Organisations gain a structured approach to identifying when notices are required, who is responsible for preparing them and what supporting information needs to be retained.

Greater awareness of breach and remedy provisions strengthens escalation and response processes. Contract teams can identify potential non-compliance, document relevant evidence and coordinate appropriate contractual responses in line with the applicable agreement.

The course also supports stronger contract lifecycle management. Organisations can integrate obligation monitoring into contract mobilisation, ongoing performance management, variation control, renewal processes and close-out activities.

A consistent monitoring approach improves record quality and creates a clearer evidence trail. This supports internal reviews, contract governance, management reporting and audit activities without relying on fragmented spreadsheets, emails or individual knowledge.

Personal impact

Participants develop a practical capability that directly supports professional performance in contract management and commercial operations. They learn how to read contractual requirements from a compliance perspective and convert contractual language into structured actions.

Delegates gain stronger obligation extraction and mapping skills, enabling them to identify what must be delivered, who is responsible, when action is required and what evidence is needed.

The ability to maintain a contract obligation register gives participants a practical tool for managing complex contractual commitments. They learn how to structure information so that obligations remain visible throughout the contract lifecycle.

Participants also strengthen contract owner accountability skills. They learn how to establish ownership across legal, commercial, technical, finance, procurement and operations teams and how to improve communication around contractual responsibilities.

Key terms tracking skills help delegates focus attention on provisions that require ongoing monitoring. This supports more effective contract administration and improves awareness of commercially important requirements.

Participants develop stronger capability in milestone and deliverable monitoring, enabling them to connect contractual commitments with operational activities and reporting processes.

The programme also develops practical understanding of notice requirements and breach and remedy provisions. Delegates learn how these provisions influence contractual administration, escalation and evidence management.

Career capability is strengthened through a broader understanding of contract lifecycle management. Participants become better equipped to contribute to contract governance, compliance reporting, performance monitoring and commercial decision support.

The course also develops cross-functional communication skills. Professionals learn how to work with stakeholders who own different parts of the contractual delivery process and how to create clearer accountability for obligations.

Who should attend

- Contract Managers — To strengthen systematic monitoring of contractual obligations, deadlines, deliverables and compliance status.
- Contract Administrators — To improve obligation registers, documentation, notices and day-to-day compliance controls.
- Commercial Managers — To connect contractual requirements with commercial performance, risk management and stakeholder accountability.
- Legal and Contracts Professionals — To strengthen the operational application of contractual provisions and compliance monitoring processes.
- Procurement Professionals — To improve monitoring of supplier obligations, deliverables, milestones and contractual requirements.

- Project Managers — To align project milestones, deliverables and responsibilities with contractual commitments.
- Operations Managers — To improve visibility of operational obligations and responsibilities arising from petroleum and service contracts.
- Finance Professionals — To understand contractual commitments that influence payments, approvals, claims, reporting and commercial controls.
- Supply Chain Professionals — To strengthen monitoring of supplier and contractor performance against contractual requirements.
- Joint Venture and Asset Management Professionals — To support structured oversight of contractual commitments across participating organisations and operating interests.
- Contract Owners and Business Function Leaders — To establish stronger accountability for obligations assigned to operational and corporate teams.
- Compliance and Governance Professionals — To develop practical contract compliance monitoring structures and evidence controls.
- Project Controls Professionals — To connect contractual milestones and deliverables with structured monitoring processes.
- Department Heads and Senior Managers — To improve organisational visibility of contractual performance and accountability.

Course outline

Contract Compliance Foundations and Obligation Identification

This module establishes the foundation for systematic Contract Compliance in oil and gas organisations. Participants examine the structure of petroleum contracts and learn how contractual commitments are identified, classified and converted into practical compliance requirements.

Obligation Extraction, Mapping and Contract Obligation Registers

This module focuses on converting contractual language into an actionable contract obligation register. Participants develop a systematic process for extracting obligations and mapping them to owners, deadlines, evidence and monitoring requirements.

Compliance Monitoring Framework, Key Terms and Performance Tracking

This module develops the monitoring controls required to maintain continuous visibility over contractual performance. Participants examine how key terms tracking, status monitoring and performance reporting support proactive Contract Compliance.

Notice Requirements, Breach and Remedy Provisions

This module examines contractual controls that become particularly important when performance deviates from agreed requirements. Participants develop a structured approach to notice requirements, potential breaches, evidence collection, escalation and remedy provisions.

Contract Owner Accountability, Governance and Advanced Contract Lifecycle Management

This module brings together the course disciplines into an integrated contract governance approach. Participants examine how organisations establish sustainable accountability for contractual obligations and embed compliance monitoring throughout the contract lifecycle.

Scheduled dates

Dates	Venue	Format	Fee
18 - 22 Jan 2027	Abu Dhabi, United Arab Emirates	In person	£3,600
18 - 22 Jan 2027	Abuja, Nigeria	In person	£3,600
18 - 22 Jan 2027	Accra, Ghana	In person	£3,600
18 - 22 Jan 2027	Addis Ababa, Ethiopia	In person	£3,600
18 - 22 Jan 2027	Al Ain, United Arab Emirates	In person	£3,600
18 - 22 Jan 2027	Al Khobar, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	AlUla, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	Alberta, Canada	In person	£3,600
18 - 22 Jan 2027	Amman, Jordan	In person	£3,600
18 - 22 Jan 2027	Amsterdam, Netherlands	In person	£3,600
18 - 22 Jan 2027	Athens, Greece	In person	£3,600
18 - 22 Jan 2027	Baku, Azerbaijan	In person	£3,600
18 - 22 Jan 2027	Barcelona, Spain	In person	£3,600
18 - 22 Jan 2027	Berlin, Germany	In person	£3,600
18 - 22 Jan 2027	Boston, United States	In person	£3,600
18 - 22 Jan 2027	Brussels, Belgium	In person	£3,600

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18 - 22 Jan 2027	Budapest, Hungary	In person	£3,600
18 - 22 Jan 2027	Cairo, Egypt	In person	£3,600
18 - 22 Jan 2027	Cape Town, South Africa	In person	£3,600
18 - 22 Jan 2027	Casablanca, Morocco	In person	£3,600
18 - 22 Jan 2027	Dammam, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	Dhahran, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	Doha, Qatar	In person	£3,600
18 - 22 Jan 2027	Dubai, United Arab Emirates	In person	£3,600
18 - 22 Jan 2027	Edinburgh, United Kingdom	In person	£3,600
18 - 22 Jan 2027	Edmonton, Canada	In person	£3,600
18 - 22 Jan 2027	Frankfurt, Germany	In person	£3,600
18 - 22 Jan 2027	Geneva, Switzerland	In person	£3,600
18 - 22 Jan 2027	Houston, United States	In person	£3,600
18 - 22 Jan 2027	Istanbul, Turkey	In person	£3,600
18 - 22 Jan 2027	Jakarta, Indonesia	In person	£3,600
18 - 22 Jan 2027	Jeddah, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	Jubail, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	Khamis Mushait, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	Kigali, Rwanda	In person	£3,600
18 - 22 Jan 2027	Kuala Lumpur, Malaysia	In person	£3,600
18 - 22 Jan 2027	Lisbon, Portugal	In person	£3,600
18 - 22 Jan 2027	Liverpool, United Kingdom	In person	£3,600
18 - 22 Jan 2027	London, United Kingdom	In person	£3,600
18 - 22 Jan 2027	Los Angeles, United States	In person	£3,600
18 - 22 Jan 2027	Luanda, Angola	In person	£3,600
18 - 22 Jan 2027	Madrid, Spain	In person	£3,600

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18 - 22 Jan 2027	Manama, Bahrain	In person	£3,600
18 - 22 Jan 2027	Marbella, Spain	In person	£3,600
18 - 22 Jan 2027	Marrakech, Morocco	In person	£3,600
18 - 22 Jan 2027	Miami, United States	In person	£3,600
18 - 22 Jan 2027	Milan, Italy	In person	£3,600
18 - 22 Jan 2027	Munich, Germany	In person	£3,600
18 - 22 Jan 2027	Muscat, Oman	In person	£3,600
18 - 22 Jan 2027	Nairobi, Kenya	In person	£3,600
18 - 22 Jan 2027	New York, United States	In person	£3,600
18 - 22 Jan 2027	Nice, France	In person	£3,600
18 - 22 Jan 2027	Oslo, Norway	In person	£3,600
18 - 22 Jan 2027	Paris, France	In person	£3,600
18 - 22 Jan 2027	Port Louis, Mauritius	In person	£3,600
18 - 22 Jan 2027	Prague, Czech Republic	In person	£3,600
18 - 22 Jan 2027	Pretoria, South Africa	In person	£3,600
18 - 22 Jan 2027	Riyadh, Saudi Arabia	In person	£3,600
18 - 22 Jan 2027	Rome, Italy	In person	£3,600
18 - 22 Jan 2027	Sarajevo, Bosnia and Herzegovina	In person	£3,600
18 - 22 Jan 2027	Sharm El Sheikh, Egypt	In person	£3,600
18 - 22 Jan 2027	Singapore	In person	£3,600
18 - 22 Jan 2027	Stockholm, Sweden	In person	£3,600
18 - 22 Jan 2027	Tokyo, Japan	In person	£3,600
18 - 22 Jan 2027	Toronto, Canada	In person	£3,600
18 - 22 Jan 2027	Tromso, Norway	In person	£3,600
18 - 22 Jan 2027	Vienna, Austria	In person	£3,600
18 - 22 Jan 2027	Zagreb, Croatia	In person	£3,600

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18 - 22 Jan 2027	Zurich, Switzerland	In person	£3,600
18 - 22 Jan 2027	Nouakchott, Mauritania	In person	£3,600
18 - 22 Jan 2027	Online, Virtual	Online	£3,600
17 - 21 May 2027	Abu Dhabi, United Arab Emirates	In person	£3,600
17 - 21 May 2027	Abuja, Nigeria	In person	£3,600
17 - 21 May 2027	Accra, Ghana	In person	£3,600
17 - 21 May 2027	Addis Ababa, Ethiopia	In person	£3,600
17 - 21 May 2027	Al Ain, United Arab Emirates	In person	£3,600
17 - 21 May 2027	Al Khobar, Saudi Arabia	In person	£3,600
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17 - 21 May 2027	Alberta, Canada	In person	£3,600
17 - 21 May 2027	Amman, Jordan	In person	£3,600
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17 - 21 May 2027	Dammam, Saudi Arabia	In person	£3,600
17 - 21 May 2027	Dhahran, Saudi Arabia	In person	£3,600
17 - 21 May 2027	Doha, Qatar	In person	£3,600

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17 - 21 May 2027	Edinburgh, United Kingdom	In person	£3,600
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17 - 21 May 2027	New York, United States	In person	£3,600
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20 - 24 Sep 2027	Abu Dhabi, United Arab Emirates	In person	£3,600
20 - 24 Sep 2027	Abuja, Nigeria	In person	£3,600
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17 - 21 Jan 2028	Casablanca, Morocco	In person	£3,600
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17 - 21 Jan 2028	Doha, Qatar	In person	£3,600
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17 - 21 Jan 2028	Kigali, Rwanda	In person	£3,600
17 - 21 Jan 2028	Kuala Lumpur, Malaysia	In person	£3,600
17 - 21 Jan 2028	Lisbon, Portugal	In person	£3,600

Dates	Venue	Format	Fee
17 - 21 Jan 2028	Liverpool, United Kingdom	In person	£3,600
17 - 21 Jan 2028	London, United Kingdom	In person	£3,600
17 - 21 Jan 2028	Los Angeles, United States	In person	£3,600
17 - 21 Jan 2028	Luanda, Angola	In person	£3,600
17 - 21 Jan 2028	Madrid, Spain	In person	£3,600
17 - 21 Jan 2028	Manama, Bahrain	In person	£3,600
17 - 21 Jan 2028	Marbella, Spain	In person	£3,600
17 - 21 Jan 2028	Marrakech, Morocco	In person	£3,600
17 - 21 Jan 2028	Miami, United States	In person	£3,600
17 - 21 Jan 2028	Milan, Italy	In person	£3,600
17 - 21 Jan 2028	Munich, Germany	In person	£3,600
17 - 21 Jan 2028	Muscat, Oman	In person	£3,600
17 - 21 Jan 2028	Nairobi, Kenya	In person	£3,600
17 - 21 Jan 2028	New York, United States	In person	£3,600
17 - 21 Jan 2028	Nice, France	In person	£3,600
17 - 21 Jan 2028	Oslo, Norway	In person	£3,600
17 - 21 Jan 2028	Paris, France	In person	£3,600
17 - 21 Jan 2028	Port Louis, Mauritius	In person	£3,600
17 - 21 Jan 2028	Prague, Czech Republic	In person	£3,600
17 - 21 Jan 2028	Pretoria, South Africa	In person	£3,600
17 - 21 Jan 2028	Riyadh, Saudi Arabia	In person	£3,600
17 - 21 Jan 2028	Rome, Italy	In person	£3,600
17 - 21 Jan 2028	Sarajevo, Bosnia and Herzegovina	In person	£3,600
17 - 21 Jan 2028	Sharm El Sheikh, Egypt	In person	£3,600
17 - 21 Jan 2028	Singapore	In person	£3,600
17 - 21 Jan 2028	Stockholm, Sweden	In person	£3,600

Dates	Venue	Format	Fee
17 - 21 Jan 2028	Tokyo, Japan	In person	£3,600
17 - 21 Jan 2028	Toronto, Canada	In person	£3,600
17 - 21 Jan 2028	Tromso, Norway	In person	£3,600
17 - 21 Jan 2028	Vienna, Austria	In person	£3,600
17 - 21 Jan 2028	Zagreb, Croatia	In person	£3,600
17 - 21 Jan 2028	Zurich, Switzerland	In person	£3,600
17 - 21 Jan 2028	Nouakchott, Mauritania	In person	£3,600
17 - 21 Jan 2028	Online, Virtual	Online	£3,600

Certificate

Attendees receive a Certificate of Completion from Institute For Oil & Gas Training upon successfully finishing the course. The certificate is issued to participants who meet the course attendance requirement and complete the scheduled programme.