

WORKSHEET #1 - YOUR CONTRACT APPROACH

Work through these 4 questions considering your approach to contract management.

	Current Approach	Strengths	Weakness	Development Areas
Delivery Management				
Relationship Management				
Contract Administration				
Risk Management				

*Remember:

Delivery Management means ensuring that whatever is ordered, goods or services, are then delivered to the required level of quality

Relationship Management is all about open and constructive working relationships.

Contract Administration covers the “red tape” procedures, processes, and documentation.

Risk Management is about identifying risks and how you intend to control them