



# PPP Project Officers Management Skills and Development

July 9–August 3, 2018 | Online (3.0 CEUs)

## Course Description

The Institute for Public-Private Partnerships, A Tetra Tech Company (IP3), and the SADC Banking Association are pleased to offer a three-week intensive training program on *Public-Private Partnership (PPP) Project Officers Management Skills Development*. This program has been developed with financial support from the Banking Association of South Africa and the Canadian International Development Agency (CIDA).

The course will provide individuals responsible for identifying, developing, and monitoring PPP projects (often referred to as PPP project officers) with appropriate skills to manage and administer specific PPP project opportunities and programs for their organization.

PPP project officers are tasked with ensuring a PPP project happens on time, within budget, and to the required standards. The program focuses on specific elements that PPP implementers and practitioners need to effectively build and manage the right PPP team, manage the overall PPP process, and get to contract or transaction closure.

## Learning Outcomes

- Evaluating the roles, responsibilities, and management skills requirements of the PPP project officer during:
  - Project inception and feasibility
  - The procurement process
  - Project development, delivery, and exit
- Analyzing SADC and international case studies on successfully managing PPP projects
- Engaging in online group discussions with participants from the SADC region and around the globe
- Creating a detailed, personalized strategic PPP management checklist

## Course Offering

Dates: July 9–August 3, 2018

Location: Online

CEUs: 3.0

Code: 4006-OL

Tuition: \$520

## About IP3's Online Courses

IP3's online courses deliver high-performance training at very low costs for your organization. IP3 participants appreciate the anytime access to course materials, minimal bandwidth requirements, and global audience reach that our online courses offer.

Participants who successfully complete the course requirements will receive a *Certificate of Achievement*.

## Who Should Attend

- Privatization agencies, PPP units, or procurement agencies
- Ministries of finance, energy, water, transportation, telecommunications, health and education
- Government leaders and managers from local and regional government agencies
- Development and private sector banks
- Regulatory commissions or contract monitoring units
- Project developers from construction, engineering, and other private sector firms
- Multilateral and bilateral donor agencies involved with PPP development

## Course Tuition Includes

- All training materials
- Industry expert instructor
- 24 hour access to the learning management system
- One year of access to course materials
- ICT help desk
- Enrollment in professional certification
- Professional certification counseling
- International audience reach

# Course Contents

## PPP Project Officers Role During Project Inception and Feasibility

- Key steps and tasks in project inception
- Engaging PPP advisors and transaction advisors
- Managing the prefeasibility and feasibility analysis process
- Understanding, managing, and tracking risks
- Principles of PPP project administration and knowledge management
- Importance of project management and project leadership
- Needs and solutions analysis: balancing government goals with realistic PPP outcomes
- Importance of effective and timely decision making
- Communicating early with stakeholders
- Developing a good working relationship with transaction advisors

## PPP Project Officers Role During the Procurement Process

- Overview of the PPP procurement process and role of the PPP project officer
- Developing a checklist for compliance with international and local contracting norms
- Optimizing the relationship with financiers
- Ensuring administration of the bidding process is according to the book to avoid legal challenges
- Effective reporting on procurement process and results

- Negotiation preparation, skills development, and methods for win-win solutions
- Communicating with stakeholders and managing political pressure
- Providing project leadership

## PPP Project Officer Role During Project Development, Delivery, and Exit

- Monitoring based on contract versus prevailing legislation and regulatory institutions
- Key tasks and reporting requirement of managing and monitoring PPPs
- Maintaining and reporting on detailed project data
- Managing conflict and dispute resolutions
- Managing employees and staff attrition
- Communication with stakeholders, particularly labor
- Tasks for successful project closure
- Institutionalizing project experience and lessons learned



## Benefits for Human Resource Departments

- Dramatic cost savings—no travel or per diem costs while maintaining work productivity
- 24/7 availability of course features—access from any internet connection at any time
- Scalability—one employee or one thousand can be trained at the same time at a low cost
- Collaboration and learning through interactive discussion boards and action planning
- Browser-based platform—no special computer skills needed, and courses work fine in low bandwidth

## Benefits for Participants

- Instructor-led online training—flexible enough to be accessed anytime, anywhere, removing all the geographical barriers
- Collaborate and interact with fellow participants from around the world and our course facilitator in easy-to-use discussion boards, email, and chat room communication tools
- Take multiple courses towards professional certification while reducing costs and increasing office productivity



## Sponsoring Organization

### The SADC Banking Association

The SADC Banking Association was founded in 1998 with the objective of coordinating the activities of national associations of banks in the SADC region. SADC member countries include Angola, Botswana, Lesotho, Malawi, Mauritius, Mozambique, Namibia, South Africa, Swaziland, Tanzania, Zambia, and Zimbabwe. One of the key activities is the management of the SADC PPP Capacity Building Project under funding from CIDA. For more information, please visit [www.banking.org.za](http://www.banking.org.za).

### Incentive Scholarship Fund for SADC Nationals

To support the capacity building goals of the SADC Banking Association, numerous tuition scholarships are available for SADC nationals and other African countries. For eligibility requirements, please visit [ip3.org](http://ip3.org) or contact us using the information at right.

### About our Partnership

Priority registration is provided to SADC member countries. Participants from the rest of Africa and the global community are encouraged to register.

Once enrolled in the course, you will receive detailed information and syllabus, including login and course site navigation documents, by email 24 hours before the course start date.



For additional information about the program or future date offerings, please contact:

#### Ms. Lisa Washington

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## About IP3

IP3 is a leading global provider of public-private partnership (PPP) consulting and capacity building services. IP3 provides institutional support to public and private sector entities engaged in PPP projects around the world, helping mobilize private sector expertise and resources to enhance the quality and availability of infrastructure for public services. Sectors include transportation (road, ports, and airports), social infrastructure, water, energy, telecom, and the defense industry.

IP3 has over 20 years of experience in both establishing an enabling environment for each form of PPP and providing transaction-specific support throughout the entire project life-cycle. IP3 has financial, economic, legal, policy, institutional, technical, and other expertise and experience across all sectors. IP3's core team of instructors has advised on nearly \$30 billion in PPP transactions and designed some of the most successful and innovative PPP frameworks in emerging markets. IP3 uses the lessons learned and the global best practices from the UK PFI, P3 Canada, Australian, Western European, and Latin American models to create innovative solutions for our clients.



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