



# PROJECT COST CONTROL

approaches, methods, techniques and tools you need to know to assess your project performance

**COURSE CODE:** NT-PM-06

**LEVEL:** Intermediate

**LANGUAGE:** Bahasa & English

## OVERVIEW

This program focuses on the project cost control process. It will cover the approaches, methods, techniques, and tools suitable to plan, monitor, control, and assess project performance in alignment with the AACE International Total Cost Management (TCM) framework. The program is intended to cover both owner and contractor issues, a variety of project types, and all phases of the project lifecycle.

## OBJECTIVES

Upon completion of this program, participants will be able to:

- Understand the cost control process
- Match the TCM concepts of Plan-Do-Check-Assess
- Gain understanding of the skills, methods, best practices and tools that support effective planning, monitoring, and control of capital project costs

## COURSE DURATION

2 days (9am—5pm)

Tea Breaks: 10:30am & 3:30pm | Lunch: 1:00pm-2:00pm

**Note:** Please contact our office for Training Date or visit our website for details (www.zohlgroupp.com)

## METHODOLOGY

This program will maximize understanding and learning through interactive lectures, examples, PowerPoint presentations, case studies and participants' interactions. There will be opportunity for participants to engage in discussions and to participate in an effective learning experience.

## TARGET AUDIENCE

Suitable for those involved in one or more functions related to managing and controlling capital and long term projects; including project management, project controls, cost engineering, estimating and scheduling.

## LOCATION

Mindset Discovery Center™@ZOHL, M2-6-08, Level 6, 8trium Tower 2, Bandar Sri Damansara, Kuala Lumpur (other Regions please contact our office)

## COURSE CONTENT

### MODULE 1 - PROJECT CONTROL OVERVIEW

- Objectives | Roles And Responsibilities
- The Total Cost Management Project Control Process
- Plan - Do - Check - Assess

### MODULE 2 - PROJECT COST CONTROL – PLAN

- *Planning*
  - ◇ What - Where - Who - How - When - How Much?
  - ◇ Project Definition
  - ◇ Decomposition
    - \* Work Breakdown Structure
    - \* Organization Breakdown Structure
    - \* Cost Breakdown Structure
- *Scheduling*
  - ◇ Timeline And Sequencing Of Activities
  - ◇ Duration Estimating | Resources / Resource Loading
  - ◇ Schedule Analysis | Schedule Reporting | Schedule Review
  - ◇ Schedule Baseline

### Estimating

- Cost Estimating Classification | Cost Estimating Methods
- Cost Estimate Reporting | Cost Estimate Review
- Cost Estimate Baseline

### Risk Analysis

- Risk Management Process | Cost Risk Analysis | Schedule Risk Analysis

### Budgeting

- Accounting Budget Vs Project Budget
- Original Budget Vs Current Budget
- Conversion Of Cost Estimate Budget To Baseline Project Control Budget | Time-Phase (Cash Flow) Budgeting

### MODULE 3 - PROJECT COST CONTROL – DO

- Cost Accounting
  - \* Original Budget | Approved Scope Change
  - \* Budget Shift | Current Budget
  - \* Commitment | Expenditure
  - \* Accrual | Incurred Cost | Currency Issues
- Performance Measurement And Earned Value
  - \* Physical Progress Measure
    - ⇒ Physical Progress Measurement Methods
    - ⇒ Units Completed
    - ⇒ Weighted Units Completed
    - ⇒ Start-Finish | Incremental Milestone
    - ⇒ Level Of Effort | Judgement

### MODULE 4 - PROJECT COST CONTROL – CHECK

- Performance Analysis
  - \* Variance Analysis
    - ⇒ Cost Variance
    - ⇒ Schedule Variance
  - \* Performance Indices
    - ⇒ Cost Performance Index
    - ⇒ Schedule Performance Index
  - \* Determination Of Cause For Variance
  - \* Performance Reporting

### MODULE 5 - PROJECT COST CONTROL – ASSESS

- Forecasting
  - \* Forecast At Completion (Estimate At Completion)
  - \* Forecast Calculation Methods
    - ⇒ Assume Performance To Date
    - ⇒ Assume Budgeted Performance
    - ⇒ Calculate Estimate To Complete
    - ⇒ Hybrid Methods
- Change Management
  - \* Change Management Principals
  - \* Identification Of Change
  - \* Categorization Of Change
  - \* Determining Impact Of Change
  - \* Determining Impact Of Cumulative Change
  - \* Change Management Procedures
  - \* Change Management Monitoring And Reporting
- Risk Fund Management
  - \* Contingency Drawdown
  - \* Escalation Drawdown
  - \* Reserve Management
- Project Recovery
  - \* Determination Of Root Cause Of Variance
  - \* Cost-Driven Versus Schedule-Driven Project
  - \* Brainstorming Recovery Options
  - \* Target CPI Analysis

*Note:* Course Content subject to further review

Customized In-House Training Program is available in the following areas:

**Administrative Skills | Career Development | Human Resources | Personal Development | Sales & Marketing | Leadership & Management | Workplace Essentials | Entrepreneurship | Soft Skills | Safety | Engineering | Telecoms | IT**

CALL US FOR DETAILS or VISIT OUR WEBSITE AT WWW.ZOHLGROUP.COM



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## COURSE FEE

### KUALA LUMPUR

With Green Card: RM500.00 per person  
Without Green Card: RM600.00 per person

### SEMENANJUNG (other than KL)

With Green Card: RM600.00 per person  
Without Green Card: RM700.00 per person

### SABAH & SARAWAK

With Green Card: RM700.00 per person  
Without Green Card: RM800.00 per person

(Fee inclusive of Course Material, Attendance Certificate, and Meals)

## CERTIFICATE

Participants will be issued a Certificate of Attendance/Accomplishment upon successful completion of this training program. Full attendance is a pre-requisite.

## CIDB CCD Points

20 (for CIDB-Registered Companies)

## REGISTRATION METHOD

1. **Online:** [http://zohlgroupp.com/cidb\\_registration/](http://zohlgroupp.com/cidb_registration/) **OR**
2. Download this brochure at: <http://zohlgroupp.com/all-brochures/> and fill up the required information. Then please fax to: 03.6279.0663
3. Or contact our office at: 03.6279 9276 / 013.398.1038

## FACILITATOR

**Mohamad Hashim Mohamad Taib**, the owner and key person of HTP Management, a company formed dedicated to and in pursuit of project management excellence. He is also Associate Consultant and Trainer with ZOHL Consulting Group. Had his primary and secondary education in Pahang. Furthered his study at California State University, Chico, USA and obtained a B.Sc. degree in Construction Management. He also holds a MBA from University Selangor in 2015 with minor in Islamic Finance.



One of the project that he was involved was the transformation of technical and vocational education initiative led by the Ministry of Education (MoE). His participation includes the survey of industry needs, select and propose specific curriculums, mapping against existing syllabus within the MoE and the National Occupational Skills Standard (NOSS). This includes the preparation of teaching and learning pedagogy, approval and certification. He was also involved in the setting up of proposed colleges and infrastructures to suit the technical teaching requirement.

He has a keen interest in the field of project management and became a member of Project Management Institute (PMI), an international organization that promotes the project management field. He obtained his Project Manager Professional (PMP) certification in 2005. He is also a member of Environment Research and Development (ENSEARCH), a local non-profit association on environment.

\*Note: Trainer availability is subject to change

## REGISTRATION FORM

Participant : \_\_\_\_\_

Position : \_\_\_\_\_

IC No: \_\_\_\_\_

**Note:** please duplicate this page for multiple participants' registrations

Green Card No: \_\_\_\_\_ (only if it is applicable)

CIDB Grade G : \_\_\_\_\_ (only if it is applicable)

Training Date: \_\_\_\_\_

Training Region (check one): NORTHERN | KL | SOUTHERN | EASTERN | SABAH | S'WAK

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Position: \_\_\_\_\_

Tel: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Company Website: \_\_\_\_\_

## PAYMENT

CASH: RM \_\_\_\_\_ **OR**

CHEQUE No: \_\_\_\_\_

Please fax your bank-in slip to 03.6279.0663 or scan your bank-in slip and email to [plbk@zohlgroupp.com](mailto:plbk@zohlgroupp.com)

\*Please make your cheque payable to:

**ZOHL Consultancy Sdn Bhd**



Account No:  
**514392303373**

Signature & Company Stamp

### Note:

- Date & venue of seminar subject to changes
- Payment must be made 7 days before the training date
- Registration cancelled 7 days prior to the event is subject to RM100 service charge per participant
- No refunds for notice received less than 7 days prior to the event. A substitution may be made at any time at no extra charge.
- Program content may change subject to revision by our consultants from time to time.
- Full fee is required with your registration. 5% Group discount is available - min 3 pax.

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Sebarang pertanyaan sila hubungi Cik Niesa

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