



## Contracting Officer's Representative (COR)

---

*A 3, 4, or 5-Day Hands on TMS Experience  
Delivered in Live or Live Virtual Classrooms!*

### **Course Description:**

Contracts expend the majority of the federal budget on discretionary spending. Schedule compliance, technical achievement of quality thresholds, and managing an inflexible budget are the big worries of a COR, but day-to-day issues, claims, control over work assignments, and a host of other worries can overload a COR who isn't properly prepared. Your COR has an important role in executing your budget.

This workshop provides a path to proactive, sane, and sensible work as a COR. Working from real life examples, students will know what they must, can, and cannot do to succeed.

### **Learning Objectives & Topics Covered in this Workshop:**

- Regulations, terms, and definitions
- COR roles, responsibilities, and ethics
- The quality assurance surveillance plan (QASP) and COR workplan and their application by the COR
- Monitoring and documenting contractor performance
- Contract modifications versus constructive changes
- Unauthorized commitments and ratifications
- Invoices, claims, disputes, and appeals
- Contingency contracting

### **Audience:**

This workshop is designed for all government personnel.

### **Toolkits:**

Receive a **Student Handbook** and **Online Toolkit**, containing tools such as checklist, tips, techniques, and numerous other tools to help you use your new skills immediately.

### **Additional Information**

**CPE Credits:** 24.0 – 40.0

**CEU Credits:** 2.4 – 4.0

**Suggested Program**

**Prerequisites:** None

**Advanced Preparation:**

None

**NASBA Program Level:**

Basic

**NASBA Field of Study:**

Specialized Knowledge

**Delivery Method:** Group Live  
– Live Virtual Classroom

