

Course No. 101 – The Federal Acquisition Regulation (FAR) in Plain Talk
(Offered only by pre arrangement at your site. For details call 1-888-389-1230).

Instructor:

R.T. Swindell, B.A., M.S

Level the playing field when dealing with government contracting officials by increasing your knowledge of the regulation that governs the Federal contracting process. This training will introduce you to the organization of the FAR and its 53 parts, explain frequently used government acronyms and contracting terminology, and provide the basics of contract law. Case studies will be used to highlight the obligations, rights and recourses of government contractors and the risks and rewards associated with the different types of government contracts. An informative and comprehensive reference manual will be furnished and a certificate of training with 16 CPE credit hours in Personal Development.

Prerequisite/Advanced Preparation: None

Instructional Method: Group-Live

Objective:To give participants an overview of the federal acquisition process; demystify the FAR and provide participants with a layout of the FAR and key laws and regulations; and familiarize participants with the primary responsibilities imposed on federal contractors and potential contractors.

Audience: Company owners and staff members involved in any phase of the proposal process, new proposal and government contract personnel, and other interested personnel.

Instructor Profile:

The instructor, "RT" Swindell, has over 20 years of federal government contracting experience as a Contract Specialist, Contracting Officer, and Professor of Contract Business Management. She supervised curriculum development for the Defense Acquisition University and traveled worldwide training government contracting professionals. "RT" is retired from the government and is now president of a consulting firm whose mission is to increase the knowledge, presence, and growth of small businesses in the government-contracting arena.

Course Outline:

Overview of the Federal Acquisition Regulations System

- Key Regulations and Laws
- The Government Decision-makers
- Contract Formation
- The Uniform Contract Format (UCF)
- Types of Contracts
- Protests, Disputes and Appeals
- Contract Management
- Termination of Contracts

Course Level: Basic

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