



## Key Facts

- ✓ **Seasoned contracts and commercial manager**
- ✓ **Experienced in day-to-day 'hands on' contracts and commercial management and in dealing with claims and disputes**
- ✓ **Experienced in providing training on contractual awareness and FIDIC contracts**
- ✓ **Fluent in Dutch, German, and English**
- ✓ **Significant offshore wind and subsea (cabling) works experience**

## Summary

Ernst Jan de Jong is an experienced contracts manager and contracts administrator, with extensive knowledge of various FIDIC forms of contracts, UAV(GC) and bespoke formulated contracts. He is an analytical, self-starting legal professional and team player with good communication skills (English, German, and Dutch native speaker).

His training skills on contract management and contract awareness are practiced at a regular basis in English and Dutch language.

### Qualifications

Academic study Dutch law

### Sector Experience

Offshore Wind

Energy

Oil and Gas

Infrastructure

Process and Industrial

### Geographic Experience

The Netherlands

United Kingdom

Belgium

Germany

Switzerland

Denmark

### Core Skills and Services

Contract Management

Contractual Consultancy

Commercial Management

Claims Management

Document Management

Training and Instruction

## Sector Experience

### Civils and Infrastructure

**Various Infrastructural Projects, the Netherlands** ▪ Contract management (of mostly UAV GC-template Contracts) of various Infrastructural projects throughout the Netherlands. Main responsibilities included:

- 'Contract Management' during the tender phase;
- At a number of project after contract award/in execution phase:
  - 'before award' meaning roughly: contractual risk assessment and 'preparation' of contracts on behalf of a future cooperation with partners
  - 'in execution' means: all occurring activities at contractual level, 'right hand' of project director, conducting procedures, formulating extension claims (for time and money) towards the employer, dealing with complaints, insurance matters, contact with employers (RWS, Provinces), and subcontractors in contractual and (occasionally) operational matters.

**Public Transport, the Netherlands** ▪ Contract and claim management for the steelwork scope of a public transport terminal in the Netherlands. Support of project team to ensure entitlement to an Extension of Time (EoT) and compensation of costs in excess of originally contracted scope.

### Oil and Gas

**Offshore equipment and Oil & Gas decommissioning projects, the Netherlands** ▪ Responsible for contract management of various large construction projects. In parallel: subcontractor/supplier management to align these performances with client's own obligations (in time, technically, logistically). Contribution to claim-defense at project suspension and termination. Delivery of Contract Awareness sessions to all departments throughout various Dutch offices of the client. Dealing mostly with FIDIC and LOGIC type projects. Main responsibilities included:

- Acting as 'Contractual conscience' of teams
- Monitoring of scope and margin development during execution of Contract towards main client and subcontractors
- Formulating and managing contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with employer and subcontractors
- Document management

### Process and Industrial

**Industrial Process Plant Installation, the Netherlands** ▪ Contract Management for the EPCM Contractor acting as the 'Engineer'. Management of contracts for the various scope parts of a Process Plant Installation, downstream and upstream alike. Main focus on managing processes to deal in a timely and orderly way with Variation Orders and Claims from contractors. Further responsible for drafting of letters and contractual training of the project team members.

### Offshore Wind / Renewable Energy

**Baltic 2-export and Butendiek (IAC) Offshore Wind Farm, Germany and Denmark** ▪ Contract management on Baltic 2 (infields and export cable installation) and Butendiek (infields) projects after contract award. Duties included:

- Contractual conscience, right hand of the project management
- All communication internal and external at contractual level

- Variations in the contract with consequences for time and money
- Defense against claims from employer
- Subcontractor management and (sub)contract drafting
- Communication (in German and in English) with client
- Drafting of 'contract management' procedures
- Advice on German (construction and general) rules and regulations and German contract templates (based on FIDIC)

**Sylwin Alpha Project, the Netherlands and Germany** ▪ Responsible for the contract management of the main contractor on the Sylwin Alpha project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of contract ('contract management') towards main client (Siemens)
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontract management
- All written communication with client and subcontractors
- Document management, based on FIDIC 'Yellow Book' contracts

**Butendiek Project (FOU), Germany** ▪ Responsible for the contract management of the main contractor on the Sylwin Alpha project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of contract ('contract management') towards main client (WPD, WPD's project vehicle)
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with client and subcontractors
- Document management, based in FIDIC 'Yellow Book' contracts

**Galloper/Rentel (FOU), Belgium and the UK** ▪ Full-time contract and claim management support for a leading offshore wind foundations manufacturer. Responsibilities included (amongst others):

- Day-to-day contract and claim management
- Subcontractor management and (sub)contract drafting
- Contractual communication during fabrication with the subcontractors
- Formulating contract variations

**Dudgeon Project (FOU), the UK and Belgium** ▪ Responsible for the contract management of the main contractor on the Dudgeon project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of contract ('contract management') towards main client (Statoil)
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with Employer and subcontractors
- Document management, based on FIDIC 'Yellow Book' contracts

**Rampion Project (FOU), the UK and Belgium** ▪ Responsible for the contract management of the main contractor on the Rampion project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of Contract ('contract management') towards main client (EoN UK)
- Formulating contract variations and claims

- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with employer and subcontractors
- Document management, based on FIDIC 'Yellow Book' contracts

### **Information Technology (IT)**

**Various IT-related projects (for UPC, AEGON, ING Amazing, ING SWS), the Netherlands** ▪ Assistance to project managers of the clients as contract manager with:

- Contractual and operational risk and issue management
- Contractual change management and close out
- Deliverables management
- Document and communications management
- Data Protection, IP and Confidentiality
- Subcontractor management (including the bullets above)
- Contract awareness training

### **Transport**

In this role I was responsible for:

- Acquisition of maintenance contracts for tendered contracts for the 'contracted sector' with Dutch passenger railway transport preparation of maintenance contracts for the winning transporting company as a preparation for this acquisition of these maintenance contracts
- Relation-/contract(change)management with NSR (for configuration changes, special projects) - in close cooperation with technician-colleague
- Relation management with rolling stock manufacturers, manufacturing for Dutch contracted and privatised sector (Alstom, Bombardier, Siemens and Stadler). Target: cooperation as basis for improved availability of rolling stock and lower prices for maintenance
- Management, administration, advice, change, and risk management for contracted and privatised Dutch passenger railway transport (contract-)relation with operators in the contracted public transport sector, non-NS (Syntus, Arriva, Veolia, Connexion)
- Relation management with other stakeholders in the 'contracted' public transport sector (e.g. provinces – tendering the passenger transport by rail-packages)

### **Training**

Trainer for Contract Awareness training sessions, with a general contracts approach as well as dedicated to the FIDIC contractual template system.