Elevora
Global Training

COURSE BROCHURE

Legal Drafting and Contract Law

Public Sector & Governance

Most demanded

Code	Duration	Formats	Language	Certificate
PG-106	5 or 10 days	Classroom, live online, in-house, blended	English or Arabic	Certificate of completion

A practical public sector and governance course covering principles of clear legal drafting, contract structure and key clauses and their risks. Run as a 5-day core or 10-day extended programme, in 16 cities, live online or in-house, and fully customisable for your team.

About this course

Legal Drafting and Contract Law gives delegates a structured, practical understanding of principles of clear legal drafting and contract structure, then builds the skills to apply key clauses and their risks, avoiding ambiguity and reviewing contracts in real work. Sessions are led by practitioners with at least 15 years in the field.

What you will learn

- Principles of clear legal drafting
- Contract structure
- Key clauses and their risks
- Avoiding ambiguity
- Reviewing contracts

Who should attend

Government officials, board members, compliance, risk, legal and policy professionals.

5-day course outline

Day 1	**Principles of clear legal drafting**	Concepts, standards and terminology, with a diagnostic exercise to baseline the group.
Day 2	**Contract structure**	Methods and tools explained step by step, with worked examples from real operations.
Day 3	**Key clauses and their risks**	Hands-on practice in small groups using realistic data, cases and templates.
Day 4	**Avoiding ambiguity**	Case studies of successes and failures, and how to apply the lessons in your organisation.
Day 5	**Reviewing contracts**	Integration exercise, final knowledge check and a personal action plan.

10-day extended programme

Includes the full 5-day outline, plus a second week of applied work:

Day 6	**Applied workshop: Principles of clear legal drafting** — Deeper practice with your own data or site examples.
Day 7	**Applied workshop: Contract structure and key clauses and their risks** — Group exercises that combine methods from week one.
Day 8	**Field case study: Avoiding ambiguity** — A detailed industry case worked through from start to finish.
Day 9	**Advanced practice: Reviewing contracts** — Tools, templates and checklists to take back to work.
Day 10	**Assessed project and presentation** — Each delegate presents an improvement plan and completes the final assessment.

Upcoming classroom dates

More dates, cities and live online sessions on request.

Dates	City	Length	Fee per delegate
8 Nov 2026 to 12 Nov 2026	Cairo	5 days	**$2,450**
21 Dec 2026 to 25 Dec 2026	Dubai	5 days	**$2,450**
3 Jan 2027 to 7 Jan 2027	Cairo	5 days	**$2,450**
15 Feb 2027 to 19 Feb 2027	Dubai	5 days	**$2,450**
8 Mar 2027 to 12 Mar 2027	Amsterdam	5 days	**$3,450**

Fees per delegate (2026 to 2027)

Format	5 days	10 days
Classroom: Dubai, Istanbul, Cairo, Kuala Lumpur	**$2,450**	**$4,450**
Classroom: London, Europe, Singapore	**$3,450**	**$6,250**
Live online	**$1,450**	**$2,650**
In-house, group of up to 15	**From $12,900**	**From $23,500**

Classroom fees include tuition, materials, lunch and refreshments, and a certificate. 10% group saving for 3 delegates, 15% for 5 or more.

Tailored to your team

Change the level, language, length (1 to 20 days) and format, add topics from other courses or entirely new topics, and include your own case studies, site visits or exam preparation. Build it online for an instant indicative fee.

Register or request an in-house proposal

Head office
Sharjah Publishing City, Sharjah, United Arab Emirates

Email
info@elevoratrainings.com
training@elevoratrainings.com

WhatsApp
+971 56 692 2928

Website
elevoratrainings.com