

EPM-202

FOUNDATION COURSE

Energy Project Documentation and Decision-Gate Control

Organise project evidence so that major decisions are traceable and defensible. This course introduces practical document control at project decision gates. Learners examine ownership, version control, assumptions, approvals, actions and evidence completeness. It is especially relevant where multiple technical, commercial and external teams contribute to a project.

LEVEL Foundation	FORMAT Live online	GUIDED LEARNING 5-5.5 guided hours	STANDARD FEE £545 + VAT where applicable
FOUNDING FEE £445 + VAT where applicable	ASSESSMENT 80% pass + practical task	CERTIFICATE Uniquely numbered Foundation Certificate	CORPORATE DELIVERY From £4,000

Learning outcomes

- Define required evidence for a project decision gate
- Assign document ownership and approval responsibility
- Control versions, assumptions and outstanding actions
- Identify incomplete or contradictory records
- Create a decision-gate document register
- Improve auditability and organisational memory

Course modules

- 1 Decision gates and evidence requirements
- 2 Document ownership and approval
- 3 Version, assumption and action control
- 4 Completeness review and decision records
- 5 Practical workshop: build a gate document register

PRACTICAL OUTPUT

Decision-Gate Document Register

WHO SHOULD ATTEND

Project coordinators and managers; Document controllers; Engineers and commercial teams; Developers and EPC organisations; Nuclear and infrastructure suppliers.

PREREQUISITES

No formal document-control qualification is required. Familiarity with project documentation is helpful.

ASSESSMENT

Knowledge assessment plus the practical output. Learners must achieve the 80% pass standard and meet attendance requirements. One free resit is included.

COURSE SCOPE

This is a foundation programme. It develops awareness, structured review skills and practical readiness. It does not certify technical competence, regulatory compliance, legal sufficiency or professional authorisation.

Register your interest - no payment is required

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