



Decree Index no. 2264 Prot. no. 46785
Date 17.03.2020
Title III Class V
UOR SEMFC

HAVING REGARD TO the Statute of the Politecnico di Milano;
HAVING REGARD TO M.D. no.509 of 3.11.1999;
HAVING REGARD TO M.D. no. 270 of 22.10.2004;
HAVING REGARD TO the University's General Regulations;
HAVING REGARD TO the Politecnico di Milano Master regulations, issued with R.D. no. 2235 of 05.08.2013;
HAVING OBTAINED the favorable opinion of the Academic Senate at its meeting of 17.02.2020, regarding the establishment and activation of Master proposals, including the 1st level "PROJECT AND CONTRACT MANAGEMENT IN CONSTRUCTION WORKS";

HEREBY DECREES

The 1st level "PROJECT AND CONTRACT MANAGEMENT IN CONSTRUCTION WORKS" has been established and activated for the years 2020/2021.

ART. 1

Features of the Master course

The 1st level "PROJECT AND CONTRACT MANAGEMENT IN CONSTRUCTION WORKS" has been established and activated at the Department of Architecture, Built Environment and Construction Engineering.

The administrative office of the Master is located at the Politecnico di Milano - CISE Consortium. The School of reference is the School of Architecture, Urban Planning and Construction Engineering. The Master Director is Professor Gianandrea Ciaramella. The Deputy director is professor Pietro Giuseppe Crespi.

The Master Commission is made up of professors of the Politecnico di Milano: Gianandrea Ciaramella, Pietro Giuseppe Crespi, Alberto Franchi, Paola Ronca and Angelo Lucchini.

ART. 2

Training objective and employment opportunities

This specializing master course aims to give the main tools of project management to both engineers and architects. Nowadays it is getting more and more important to know how any project should be managed from its inception to its end, in order to optimize costs and to get forward according to a predefined schedule. During this specializing master the students will be introduced to the theory of project management, of investment valuation, and financial accounting. They will receive all the information needed to obtain the PMI (Project Management Institute) certifications and the IPMA (International Project Management Association) certifications. They will also receive all the information needed to obtain the NEBOSH HSE Certificate in Process Safety Management. They will receive all the information needed to become a Lean Green Belt Project Leader. And all the information needed to become an accredited project manager in Italy with Accredia. Besides all these PM tools, specific knowledge about contract, claim and delay management will be provided to the students. The need for technicians (engineers and/or architects) who become skilled in managing contracts and claims, and who can perform a delay analysis in accordance with established international standards is ever more urgent among the most important general contractors in Italy and abroad. Our globalized world requires that

professionals involved in managing claims, construction contracts and disputes could master complex technical issues and at the same time be conversant with all the legal aspects involved. It is crucial for the professionals who have a technical background to become acquainted with the „rules of the game“ on the international arena. Therefore, they should get to know the basic principles of Civil and Common Law as well as of International Arbitration together with the most common standards for international contracts (FIDIC, JCT, NEC, AAA) and the many complex technical and legal issues standing behind delay analysis and construction claim management. The job opportunities opened by the skills acquired following the lessons of this specializing master are varied and plentiful: construction firms, engineering companies, real-estate developers, general contractors, government agencies, etc., all of them need and look for project managers who know how deal and effectively manage contracts, claim, and delays. Many large general contractors, engineering firms, and producers have already confirmed to us to be extremely interested in employing technicians equipped with the set of skills the Master will provide.

ART. 3
Teaching content and organization

The Master's Degree course will begin in **October 2020** and will end in **October 2021**.

The Master will be delivered in English and in on-line mode.

This specializing master is made of 566 hours of lectures split between 416 hours of various project management subjects and 150 hours of contract management. No intermediate tests are scheduled, instead at the end of the course 200 working hours will be dedicated to the writing of a dissertation that will be reviewed and judged by the academic committee. The subject of the dissertation will be explained to the students at the end of the period of lectures. After that each student will be able to write her/his dissertation autonomously.

SSD	Didactic module	CFU/Ects
ING-IND/35	Fundamentals of Ingegneria Gestionale	10,5
ING-IND/28	NEBOSH International General Certificate Course	11
ING-IND/35	An Introduction to Value Averaging	1
ING-IND/35	Certification: Internazionale Project Management IPMA®	2,5
ING-IND/35	Certificazione Project Management PMI (CAPM - PMP)	4,5
ING-IND/28	Lean Six Sigma Green Belt Project Leader	6,5
ICAR/12	Evaluation and real estate development	3
ING-IND/35	Divenire project manager certificate	2
IUS 10	Construction Contract Civil Law	2
ICAR 11	Contracts by international standards (FIDIC, JCT, NEC, AAA)	1
ICAR 11	Types of projects and works	1
ICAR 12	The main stakeholders	2

ICAR 12	Introduction to Contract Management for FIDIC contracts (Red, Pink, Yellow, and Silver)	3
ICAR 12 - ING IND/26	Introduction to Claim Management for FIDIC contracts (Red, Pink, Yellow, and Silver)	3
ICAR 12	Introduction to Delay Analysis	3
	Total of didactic activities	56
	Other activities	
	Thesis, discussion and final exam	7
	Credits (Other activities)	7
	TOTAL OF CREDITS	63

ART. 4 Admission requirements

The Master is open to candidates who have a Bachelor or a Master of Science in Engineering, Architecture and similar scientific disciplines could be eligible.

For foreign applicants, the Master is open to students holding equivalent qualifications.

The selection will be made by the Commission.

ART. 5 Prerequisites

The **application** may be submitted from the day following the date of this Decree and within 19.09.2020.

*** Italian/foreign citizens with Degree obtained in Italy**

- Self-certifications relating to Personal identity (name and surname, date and place of birth, nationality and residence).
- A copy of the student's identity document
- Copy of the Diploma Supplement or copy of the Diploma and Academic qualifications, indicating the marks obtained in each examination, for the students with a University Degree obtained under the old educational system.
- Curriculum Vitae

*** Italian/EU citizens with foreign Degree**

- Self-certification relating to personal identity (name and surname, date and place of birth, nationality and residence)
- Photocopy of the academic certificate plus to certificate detailing the marks obtained for each examination, or the Diploma Supplement (**upon enrolment, the Declaration of Value from the local Italian Diplomatic authorities must be submitted, or an Official document issued by ENIC/NARIC centers**).
- A copy of the student's identity document.
- Curriculum Vitae

The admission application must show the declaration. "I authorize this University, pursuant to EU Regulation n. 2016/679 regarding the protection of personal data, the personal data processing for the sole purposes related to the admission, enrolment and management of the master, and in any case, I allow to disclose personal information to third parties and in particular:

- to public and private Bodies for possible recruitments;
- to training programme providers; to the Bank Treasurer of Politecnico for services connected to taxes;
- to bodies managing honor loans, accommodation, flexible employment contracts, cultural, recreational and/or sport activities.
- It also authorizes the use of data for statistical purposes in compliance with the procedures and authorizations required by the aforementioned legislation.

The whole information on data processing and rights of the interested party is available on the web site www.polimi.it/privacy

The documentation must be sent to:

Politecnico di Milano
Consorzio CISE
P.zza Leonardo Da Vinci, 32 - 20133 Milano
Tel: +39 02.2399. 4341/4381
Email: marco.zucca@polimi.it; paola.ronca@polimi.it

Under Article 75 of Presidential Decree 445/2000, if the Administration finds, on the basis of appropriate checks, that non-truthful statements have been made by the candidate, the declarant shall forfeit any benefits obtained on the basis of the false declarations made.

*** Non-EU citizens residing abroad**

Non-EU citizens residing abroad must submit to the Managing office of the Specializing Master the following documents:

- a Scan **copy of the original University Degree** achieved and related translation in Italian/English/French or Spanish
- a **scan copy of the official University transcripts** and related translation in Italian/English/French or Spanish or the **Diploma Supplement**
- **Copy of the passport**, demonstrating citizenship
- Curriculum Vitae

At least 30 days before the application deadline, as mentioned in the present article.

The Institution sends all the documents listed above for the evaluation of the qualifications, for the purposes of participation in the Specializing Master, to Politecnico di Milano, **Corporate and Continuing Education Master and Specializing Programmes, within the deadline of this call**, according to the provisions of the MIUR/MAE note "Procedures for access, stay and registration of visa applicant students for higher education programmes in Italy for the academic year 2018/19"

The Corporate and Continuing Education communicates the acceptance of the student and the outcome of the access tests, where required, to the competent Representations, for completion of the documentation related to the qualification, required for the issue of the Entry Visa.

After confirmation of acceptance by the University, the candidates submit their qualification to the Diplomatic Representation, for the required consular acts.

ENROLMENT:

Students admitted to the Master must submit to the Institution that provide the course the application for enrolment on the specific dedicated form, with stamp duty, it can be downloaded from the University website at the page <https://www.polimi.it/corsi/documentazione/> with copy of an identity document (passport in case of non-EU citizens). The achievement of the academic qualification in Italy can be self-certified by filling out

dedicated box on the enrolment application, while the qualification obtained abroad must be documented by presenting an **on-site value declaration** issued by the Italian Representation abroad competent for the territory (Italian Embassy or Italian Consulate) on letterhead with its original stamp; **or certification issued by the Enic/Naric Centres.**

Non-EU citizens, in addition to documents mentioned above **must submit a copy of the residence permit.**

ART. 6

Certifications and awards

CERTIFICATION ISSUED

After completing the course and on passing the final exam, the 1st level “PROJECT AND CONTRACT MANAGEMENT IN CONSTRUCTION WORKS” certification will be issued in English.

To obtain the admission to the final exam of the Master, students must submit to Politecnico di Milano - within 30 days before the exam date - a specific request on legal paper. The request form can be downloaded from the University website, on the page <https://www.polimi.it/corsi/documentazione/>

STUDENT OBLIGATIONS

Attendance is compulsory for at least 75% of the course activities.

Withdrawal from the course must be submitted in writing. The training period cannot be suspended for any reason. It is not possible to simultaneously enroll for another Master or study course offered by an Italian university.

ASSESSMENT PROCEDURE

The assessment procedure involves course tests and a final exam. The final exam will consist in submitting and defending a report prepared during the Master course.

ART. 7

Tuition fees and contributions

The total cost of the course is equal to € **3.500,00**.

The cost is split into:

- Contribution for enrolment in the Politecnico di Milano - € 500,00 for student
- Master tuition fees - € 3.000,00 for student

Tuition fee and contribution can be paid with the following deadlines:

- I installment: **2.000,00 €** within 25 September 2020
- II installment: **1.500,00 €** within 13 February 2021

The contribution for enrolment in the Politecnico di Milano will not be returned under any circumstances.

Enrolment tax and fee are payable to account no. IT89N0306909498100000001001 – In the name of CONSORZIO CIS-E - POLITECNICO DI MILANO - at BANCA INTESA SANPAOLO –Viale Romagna, 22 – 20133 Milano (MI).

Specifying the Master in **PROJECT AND CONTRACT MANAGEMENT** as the reason for the bank transfer.

ART. 8

Data Treatment

The University, pursuant to EU Regulation n. 2016/679 regarding the protection of personal data, uses the personal data processing for the sole purposes related to the admission, enrolment and management of the master, and in any case, I allow to disclose personal information to third parties and in particular:

- to public and private Bodies for possible recruitments;
- to training programme providers; to the Bank Treasurer of Politecnico for services connected to taxes;
- to bodies managing honor loans, accommodation, flexible employment contracts, cultural, recreational and/or sport activities.
- It also authorizes the use of data for statistical purposes in compliance with the procedures and authorizations required by the aforementioned legislation.

The whole information on data processing and rights of the interested party is available on the web site www.polimi.it/privacy

ART. 9 **Advertisement**

This Decree is published on the Politecnico di Milano website at the page <https://www.polimi.it/corsi/master-universitari-e-corsi-post-laurea/>

FOR CLARIFICATIONS AND FURTHER INFORMATION, PLEASE CONTACT:

Prof.ssa PAOLA RONCA
Consorzio CISE
P.zza Leonardo da Vinci, 32
20133 Milano (MI)
Tel: +39 02-2399.4341
Fax: +39 02-2399.4376
Email: marco.zucca@polimi.it; paola.ronca@polimi.it
<http://www.masterpesenti.polimi.it>

Milan, 17.03.2020

The Rector
(Prof. Ferruccio Resta)
Signed Ferruccio Resta

Digitally signed, according to the law.