
Building Drawings, Technical Requirements and Scope Review Training Course

14 – 18 December 2026
Geneva





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Ref: 247_18887 Date: 14 – 18 December 2026 Location: Geneva Fees: 5500 GBP

Programme Summary

Building drawings, technical requirements and scope review is the subject of this one-week training course for managerial leaders at applied level, ending in a drawing and scope review dossier for one live package. Poorly read drawings and loosely read requirements cause disputed scope, late variations and rework. The approach moves from reading sheets and specification sections, through conflict diagnosis and scope baselining, to a release decision. Mars Training Centre UK delivers this programme in building drawings, technical requirements and scope review.

The Business Case

Leaders who approve, price or monitor construction work rarely draw, yet they carry the consequences of what the drawings and requirements say. When a package is accepted without structured review, gaps surface on site as claims and delay. A disciplined review moves those discoveries to where they cost least to resolve.

- Variation Value: Falls as omissions and ambiguities are priced and resolved before award.
- Rework Rate: Declines as clashes between disciplines are found on paper rather than on site.
- Approval Cycle Time: Shortens as reviewers apply one checklist to each issued package.

Principles and Evidence Base

- MasterFormat: Its division and section structure organises the technical requirements review in Session 2.
- UniFormat: Its classification of building elements supports the scope baseline built in Session 4.
- ISO 19650: Its status and suitability concepts govern how issue status is checked in Sessions 1 and 5.

Intended Participants

- Leaders who approve drawing packages for tender, construction or handover.
- Managers who price, evaluate or negotiate construction scope and variations.
- Owner representatives who check that delivered work matches the issued documents.
- Officials who commission buildings and infrastructure and must read what they sign off.
- Contract and planning leads who link drawings to programme and cost.

The programme serves property development, public works, infrastructure, industrial facilities and energy projects.



Learning Outcomes

1. Participants will be able to interpret sheet types, scales, sections and schedules in a building drawing set.
2. Participants will be able to evaluate the technical requirements of a specification section against its drawings.
3. Participants will be able to diagnose conflicts, omissions and ambiguities between documents.
4. Participants will be able to construct a scope baseline from issued drawings and requirements.
5. Participants will be able to prioritise queries and variations by cost and time exposure.
6. Participants will be able to justify a release decision for a drawing package to a steering group.

Programme Structure

Day 1: Building Drawings and Drawing Set Structure

How is a drawing set organised, and what does each sheet type tell a reviewer?

- Architectural, Structural and Services Sheet Roles
- Scales, Sections, Elevations and Details
- Title Blocks, Revision Clouds and Drawing Registers
- ISO 19650 Status and Suitability Codes
- UniFormat Element Classification

Day 2: Technical Requirements and Specification Sections

What do the technical requirements commit the contractor to deliver?

- MasterFormat Division and Section Structure
- Performance and Prescriptive Clauses
- Materials, Workmanship and Testing Clauses
- Submittal and Approval Schedules
- Addenda and Clarification Logs

Day 3: Document Conflicts and Order of Precedence

Where do drawings and technical requirements disagree, and which governs?

- Drawing-to-Specification Cross-Check Matrix
- Order of Precedence Clauses
- Discipline Clash Register
- Ambiguity and Omission Classification
- Request for Information Triage



Day 4: Scope Review and Variation Control

How does a reviewer separate included scope from a change?

- Scope Baseline From Issued Drawings
- Bill of Quantities Reconciliation
- Design Development Versus Variation Test
- Cost and Time Exposure Estimate
- Change Order Evidence File

Day 5: Applying Drawing and Scope Review to a Project

Is the package ready for tender, approval or construction release?

- Applying the Day 1 Sheet Reading to a Live Package
- Running the Day 3 Cross-Check on Selected Sections
- Pricing the Day 4 Scope Gaps
- Release Readiness Decision Record
- Completing the Drawing and Scope Review Dossier

Methodology

The programme rests on structured exercises using redacted sample drawing sets and specification extracts from buildings, roads and process facilities. Participants mark up sheets, trace each requirement to its drawing, log conflicts and defend findings in short review panels.

- Suggested activity: Marking up a floor plan, section and schedule to locate a hidden omission.
- Suggested activity: Cross-checking a specification section against three drawings and ranking the conflicts found.
- Suggested activity: Presenting a release recommendation to a simulated steering group.

Capstone Output

Each participant completes a drawing and scope review dossier for one live or sample package. It holds a sheet register with status checks, a cross-check matrix, a conflict and query log, a scope baseline with priced gaps and a release recommendation. It is used to brief a steering group, to support a tender clarification round or to set the evidence file for later variation discussions.



Frequently Asked Questions

Is building drawings, technical requirements and scope review training suitable for leaders who are not engineers?

Yes. It is set at applied level for managers and officials who approve or price construction work. You need project or contract experience, not drawing skills; every sheet type is explained from first principles.

Which standards does building drawings, technical requirements and scope review rest on?

It rests on MasterFormat for specification structure, UniFormat for element classification and ISO 19650 for issue status. Each is used as a working checklist rather than studied as theory.

How is the dossier from building drawings, technical requirements and scope review used at work?

You use it to brief approvers, run tender clarifications and document scope before work starts. The sheet register, conflict log and priced gaps become the reference when variations are later claimed.

How does building drawings, technical requirements and scope review differ from a construction contract management course?

It focuses on what the documents say and where they conflict, before disputes arise. Contract management courses concentrate on administering claims and entitlements once the work is under way.