

LNG Charter Party and Contract Administration Training Course

30 November – 4 December 2026
Baku

AGILE LEADERS
Training Center

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Ref: 2004_247781 **Date:** 30 November – 4 December 2026 **Location:** Baku **Fees:** 5000 Euro

Overview

LNG Charter Party and Contract Administration Training Course is a one-week intermediate course for professionals who interpret, administer, and evidence liquefied natural gas shipping obligations. Participants connect LNG voyage charter administration, LNG time charter risk allocation, laycan and notice management, LNG performance claims evidence, and boil-off gas contract allocation. The course treats operational records as contract evidence and produces an LNG Charter Party Administration and Claims File. Agile Leaders Training Center presents applied LNG charter-party practice.

Who Should Attend

- LNG chartering and shipping professionals administering vessel employment
- Commercial and contract teams managing charter obligations and notices
- Legal and claims professionals reviewing delay, performance, and disputes
- Operations and scheduling teams producing voyage evidence
- Finance and risk functions evaluating hire, freight, deductions, and exposure

The course assumes participants work with LNG shipping, chartering, schedules, voyage records, contracts, or claims. It leaves out basic contract-law instruction, LNG cargo operations, commodity trading, and ship-design calculations.

Departments and Industries

The course supports departments and industries that negotiate, administer, perform, evidence, and settle LNG charter obligations.

- LNG producers, portfolio companies, traders, and shipping organizations
- Shipowners, charterers, vessel managers, and marine service providers
- Chartering, commercial, contracts, legal, and claims departments
- Operations, scheduling, voyage management, and terminal-interface teams
- Finance, insurance, risk, audit, and dispute-management functions

Learning Objectives

By the end of this course, participants will be able to:

- Compare LNG voyage and time charter risk structures
- Apply delivery, laycan, notice, order, and scheduling provisions
- Analyze hire, freight, fuel, boil-off, and performance evidence
- Evaluate off-hire, delay, deviation, force majeure, and safe-port issues
- Use records to support deductions, claims, and dispute prevention
- Build a charter-party administration and claims file

Course Agenda

Day 1: Map the Charter Structure

- LNGVOY Voyage-Charter Clause Map
- Time and Voyage Charter Risk Comparison Matrix
- Owner, Charterer, Vessel, and Cargo Responsibility Map
- Fixture Recap and Amendment Hierarchy Checklist
- Contract Interpretation and Issue Register

Day 2: Administer Delivery and Voyage Orders

- Vessel Description and Compatibility Evidence Sheet
- Delivery, Redelivery, and Condition Record
- Laycan and Notice Management Calendar
- Voyage Order and Nomination Control Log
- Safe Port, Safe Berth, and Terminal Interface Review

Day 3: Control Commercial Performance

- Hire, Freight, and Payment Calculation Sheet
- Speed, Consumption, and Voyage Performance Model
- Boil-Off Gas Contract Allocation Table
- Fuel, Heel, and Cargo Quantity Evidence Register
- Off-Hire and Deduction Decision Tree

Day 4: Manage Exceptions and Claims

- Delay, Deviation, and Responsibility Timeline
- Force Majeure and Exception Analysis Grid
- Notice, Reservation, and Time-Bar Tracker
- LNG Performance Claims Evidence File
- Negotiation, Escalation, and Dispute-Prevention Plan

Day 5: Practice Charter Decisions

- Suggested Exercise: Compare Voyage and Time Charter Allocation
- Suggested Exercise: Test a Laycan and Notice Sequence
- Suggested Exercise: Calculate a Performance Adjustment
- Suggested Exercise: Build a Delay Claim Chronology
- Capstone Exercise: Complete the LNG Charter Party Administration and Claims File

Practical Exercises

The course uses suggested activities to convert charter wording and voyage records into contract decisions.

- Suggested activity: map owner and charterer responsibilities across voyage and time charter structures.
- Suggested activity: administer a delivery window through nominations, notices, orders, and terminal changes.
- Suggested activity: reconcile hire, freight, fuel, boil-off, cargo quantity, and performance evidence.
- Suggested activity: prepare a delay chronology, reservation of rights, claim evidence, and response strategy.

FAQs

Who suits LNG charter party training, and what does it assume?

Chartering, shipping, commercial, contracts, legal, claims, operations, scheduling, finance, and risk professionals suit the course. It assumes participants work with LNG shipping contracts, voyage records, schedules, payments, or claims.

How does LNG charter-party administration differ from LNG transportation training?

LNG charter-party administration interprets and evidences the allocation of commercial obligations, payments, performance, delay, exceptions, and claims. LNG transportation training manages the physical voyage, cargo, terminal, and delivery interfaces.

What is the difference between LNG voyage and time charters?

A voyage charter commonly allocates carriage for a defined voyage against freight, while a time charter employs the vessel for a period against hire. The actual agreed form and amendments determine each allocation.

How is boil-off gas handled in an LNG charter party?

Boil-off gas is handled through the agreed clauses on allowable loss, fuel use, heel, measurement, performance warranties, allocation, reporting, and financial adjustment. Administrators must follow the negotiated wording and supporting records.

What evidence supports an LNG charter-party claim?

Supporting evidence can include the fixture, amendments, notices, orders, logs, statements of facts, terminal records, measurements, weather, correspondence, calculations, invoices, reservations, and a traceable event chronology.

Conclusion

Participants take back an LNG Charter Party Administration and Claims File linking clauses, responsibilities, notices, payments, performance, exceptions, records, and claims. It changes scattered voyage correspondence into a controlled contract record. Teams can update the file as fixtures, orders, schedules, vessel performance, terminal events, and dispute positions change.