



PETROCONSULT ENERGY DIPLOMA PROGRAM



**Oil & Gas
Consultancy Services & Technical Training Providers**

Enhancing business through knowledge

www.petroconsultenergy.co.uk

PETROCONSULT ENERGY DIPLOMA PROGRAM

Background

As a result of critical needs assessment of technical know-how and industry management specialization, requirements, we are proud to provide a set of specialized management diploma programs in three core areas.

1. Diploma in Oil & Gas Accounting & Finance
2. Diploma in Petroleum Economics
3. Diploma in Oil & Gas Business Management
4. Diploma in Oil & Gas Supply Chain Management

All of the programs represent the outcomes of research into areas of knowledge group in the non – engineering management of oil & gas exploration and production operations.

The actual nature of these core management areas has therefore necessitated the need to equip national oil companies (NOC), International Oil Companies (IOC) and the Services Companies' existing and new staff who have been identified as potential future managers & executives.

Program Description

Each of these programs consists of three modules:

- Module 1: Detailed Oil & Gas Exploration & Production Operations
- Module 2: Core topics peculiar to each discipline & diploma
- Module 3: Case studies, Class exercises, Assignments / Projects, Industry seminars (available and relevant) & Open – day to the UK Energy Institute in the city of London.

The program will consist of 1 Mandatory Module in Oil & Gas Business Development and Management and 2 Modules decided by choice of subject area.

Mandatory Module

Module 1

- Oil & Gas E&P Business Development and Management

1. Diploma In Oil & Gas Accounting And Finance

Module 1 - [Mandatory] - 2 weeks

- A. [Oil & Gas E&P Business Development and Management](#) (CEM05)

Module 2 - 4 Weeks

1. [Oil & Gas Accounting & Finance \(2 weeks\)](#) (AF01)
Part 1: Oil & Gas Accounting in (E&P) JV & PSC Operations
Part 2: Budgeting, Cost Control & Financial Management for (E&P) Operations
2. [International Oil and Gas Exploration & Production Taxation](#) (AF03)
 And
[Cost Recovery Mechanism in Oil & Gas PSC & Service Operations](#)
 (CEM01)

Module 3

- Case Studies
- Group Exercises
- Etc

2. Diploma In Petroleum Economics

Module 1 - [Mandatory] - 2 weeks

- A. [Oil & Gas E&P Business Development and Management](#) (CEM05)

Module 2 - 4 Weeks

- A. [Petroleum Exploration & Production Economics](#) (CEM04)
 And
 B. [World Oil & Gas Fiscal Systems & Analysis of E & P Contracts Types](#)
 (CEM03)

Module 3

- Case Studies
- Group Exercises
- Etc

3. Diploma In Oil & Gas Business Development

Module 1 - [Mandatory] - 2 weeks

- A. [Oil & Gas E&P Business Development and Management](#) (CEM05)

Module 2 - 4 Weeks

- A. [Oil & Gas Project Management](#)

And

- B. [Global Crude Oil Marketing Mechanisms, Alternative Funding Arrangement And Entitlement Crude For Cost Recovery In E&P Operations](#) (CEM12)

Module 3

- Case Studies
- Group Exercises
- Etc

4. Diploma In Oil & Gas Supply Chain Management

Module 1 - [Mandatory] - 2 weeks

- A. [Oil & Gas E&P Business Development and Management](#)

Module 2 - 4 Weeks

- A. Engineering & Materials Contract Management
 B. Procurement & Supply Chain Management
 C. Warehouse Management
 D. Developing & Managing E – Commerce for Procurement
 E. Additional & Local Content Policy
 - Critical ways to enhance sustainability
 - International examples of successful National / local Content
 F. UK North Sea Supply Chain Fundamentals for Cost Reduction

Module 3

- Case Studies
- Group Exercises
- Etc

Basis Of Program

Registration: Full and complete registration is required no less than 2 month before program Commencement Participant must be in full time employment

Funding/Sponsorship: Employer funded.

Visa Matters

Visa: Consular letter will be provided upon complete completion for relevant visa application. Participants and sponsors are responsible for obtaining relevant visa required

For UK Border Agency (UKBA) purposes, the provision of the following is essential:

- Timely Registration completion inclusive of payment
- Proof of employment status of all participants, confirming return to their job offers upon completion of the program.

Course Delivery Mode

- 70% theoretical – seminar/classroom setting
- 30% interactive to include the following:
 - Case Studies
 - Class Exercises
 - Interactive Group work
 - Home Assignments
 - Relevant visits to course related locations
 - SPE Technical Seminars (relevant and available)
 - Open-day at the Energy Institute etc.

Completion And Certification (BAC Accredited)

PETROCONSULT is British Accreditation Council (BAC) acclaimed. All participants of clients are professionals and current working employees within the Oil & Gas Industry, with their respective company as sponsor for their attendance.

All are proven oil and gas professionals and as such are expected to be mature learners, present for the furthering of their careers.

A BAC Accredited Diploma will be issued upon the successful completion of the selected diploma program.

Faculty Profile

PETROCONSULT is British Accreditation Council (BAC) acclaimed and all our consultants are proven oil and gas professionals, and as such are highly experienced and acclaimed industry professionals, with reputable statuses within the industry and with operational standards bolstering our impeccable quality of service.

Accommodation and Living in the UK During

Participants will be responsible for own accommodation, transportation and feeding. Adequate accommodation is available within in and around the surrounding areas at affordable rates, ranging from £150-200 per week (per person) for studio apartments.

Additional Services

We will be happy to offer the following assistance:

- Locating suitable accommodation for participants
- Locating suitable shared accommodation if required
- Making reservations for individuals at accommodation of choice

Please note:

- This transaction can only be carried out on your behalf as long as full payment has been made directly into PETROCONSULT upon registration completion.
- Receipts and proof of payment documents for this service will be returned to client for reference and accountability.

Payment Policy

Full payment upon registration is required after which supporting documents are issued for necessary visa application.

All amounts paid are refunded in the event of cancellation due to visa matters. All other cancellations less than 14 working days prior to program commencement shall be subject to a 50 percent deduction.

Please contact administration department for larger groups.

See below for outline of Diploma Curriculum.

DIPLOMA IN OIL & GAS BUSINESS MANAGEMENT

This is a six week program comprising three modules:

Module 1: – 2 Weeks

Module 1 - this module is common to all the three diploma programs.

1. Overview of petroleum hydrocarbon resource

- Technical nature of oil & gas resource
- The chemistry
- Basic exploration, drilling & production

2. International Oil companies and petroleum production

- IOC's worldwide operations
- Strategic importance of petroleum reserves
- Overview of integrated worldwide petroleum operations
- IOC and developing exporting countries' relationship and implications for global petroleum production
- The emergence of National Oil Companies as E&P operators
- The how-to on new business development strategies for the NOCs

3. Key issues in worldwide petroleum exploration & production

- Reserve estimates
- Geopolitics of oil & gas business
- Legal issues
- Technology
- Market / pricing
- Project cost & funding
- Materials & procurement

4. Petroleum Reserve Evaluation

- Why Petroleum Reserves Evaluation?
- Reservoir Assets Economic Evaluation

5. Exploration & Production Fiscal Terms

- Joint Venture (JV) & Production Sharing Contracts (PSC)
- Hybrid PSC
- Service Contracts
- International Comparison of Contract Types
- The Memoranda of Understanding:
 - a) What it is
 - b) Comparison of oil and gas MOUs from different countries.

6. Petroleum Economics

- Exploration & Production Economic Analysis & Decision Criteria
- Developing PSC & JV Cash Flows
- Taxation & Tax Revenue Generation Strategies

7. Risk Analysis

- Valuation of Petroleum Reserves
- NPV of Reservoir Asset
- Taxation and Cash Flow Analysis
- Decision Tree Analysis

8. Energy Projects Finance & Financial Management

- The financing options (alternative funding options – local & offshore)
- Regional comparison of CAPEX & OPEX for negotiation purposes
- Customization of funding options as veritable tool for boosting local content objectives
- Economic Analysis of Project's Country of Origin
- World Bank and IMF Ratings
- Exchange, Interest and Inflation Rates as Key Factors
- Financing Growth through Buying another Company (or Producing Asset)
- Other Debt Financing Options & their Exigencies
- Successful Financial Management Skills (Beyond the figures)

9. Materials & Contract Management

- Technical & Commercial Issues in Contract Policy Formulation
- Bidding & Bid Evaluation
- Selection Criteria & Processes
- Legal Processes in Contract Management
- Legal Dispute Resolution in Relation to Contracts
- Engineering Contracts Management Peculiarities

10. Crude Oil Marketing Issues

- Crude Oil Supply and Demand
- OPEC and Non-OPEC Supply & Strategies
- Issues & Projections for the Future
- Pricing: Underlying Basis, Contango & Backwardation

11. Strategic Management of Oil & Gas Companies

- Strategic Analysis of a petroleum company
- Understanding strategic management
- Analysing & understanding the external and internal environments
- Focusing on core competencies & core business
- Value extraction along oil & gas supply chain

12. The corporate business plan

- Development
- Resource requirements & allocation
- Benchmarking for growth & Asset optimization
- Minimizing political risks in oil & gas business management
- Human resource development and succession planning at middle & top Management levels
- Econometric application in business forecasting

Case Studies & Group Exercises

* **Module 1 is compulsory for all three diplomas.**

Module 1 has a 2 – week duration.

Module 2 – 3 Weeks

Module 2

A. [E&P Business Development and Management Program](#) (CEM05)

1. International Oil companies and petroleum production

- IOC's worldwide operations
- Strategic importance of petroleum reserves
- Overview of integrated worldwide petroleum operations
- IOC and developing exporting countries' relationship and implications for global petroleum production
- The emergence of National Oil Companies as E&P operators
- The how-to on new business development strategies for the NOCs

2. Key issues in worldwide petroleum exploration & production

- Reserve estimates
- Geopolitics of oil & gas business
- Legal issues
- Technology
- Market / Pricing
- Project cost & funding
- Materials & Procurement

3. Petroleum Reserve Evaluation

- Why Petroleum Reserves Evaluation?
- Reservoir Assets Economic Evaluation

4. Exploration & Production Fiscal Terms

- Joint Venture (JV) & Production Sharing Contracts (PSC)
- Hybrid PSC
- Service Contracts
- International Comparison of Contract Types

5. Petroleum Economic

- Exploration & Production Economic Analysis & Decision Criteria
- Developing PSC & JV Cash Flows
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11. The Corporate Business Plan

- Development
- Resource requirements & allocation
- Benchmarking for growth & Asset optimization
- Minimizing political risks in oil & gas business management
- Human resource development and succession planning at middle & top management levels
- Econometric application in business forecasting

B. [Oil & Gas Project Management](#) (CEM09)

1. Introduction to project management

- Project types in the E & P industry
- The Importance of communication
- Appropriate communication process development for projects
- Objectives of Project Management
- Project Plans and Assumptions
- Project Execution Plan (PEP)

2. Project Economics (An Overview)

- Economic Appraisal of Projects
- Lenders Expectation during Project Execution

3. Project structuring And Scheduling

- Work breakdown structures (WBS)
- Procedure Networks, Critical Path Network & Gantt Charts
- Project Milestones
- Establishing Project Methodology

4. Project Resources & Procurement Management

- Resources Availability & Limitations
- Resources Procurement Planning & Cost/Benefit Analysis e.g. Make or Buy Decisions, Vendor Appraisal
- Project Management & Personnel Management

5. Project Risk Evaluation & Management

- Risk identification, evaluation and management plans
- Financial, Operational, (Pre-completion and Post-completion risks)
- Establishing Control Processes

6. Project Execution & Reporting

- Proactive management
- Monitoring & Reporting Actual Tasks and Progress
- Re-planning to achieve objectives
- Planned Vs Actual Performance Management

Module 3

- Case Studies
- Group Exercises
- Guided Tour of UK Energy Institute

Tuition Fee

£12,000