



Essential Skills for Oil and Gas Managers and Supervisors

Course Venue: UAE - Dubai

Course Date: From 26 JAN 2020 To 6 FEB 2020

Course Place: Boulevard Sheikh Mohammed Bin Rashid

Course Fees: 10900 GBP

**Introduction:**

This 10 day course is designed to provide essential knowledge and skills of the oil and gas sector from the managers and supervisors of viewpoint who are working in the field. It will provide the students the opportunity to study the oil and gas business from the perspective of the entire value chain, to analyze oil and gas management strategies of major organizations and discover the unique business issues of today's energy marketplace. As the oil and gas industry impacts organizations, and societies worldwide, it is important to learn how to position oneself for success in this competitive industry.

The program aims to provide an intellectually challenging academic course of study that will give the ability to analyze and evaluate key theoretical concepts and practical applications in issues of oil and gas management. The program Essential Skills for Oil & Gas Managers & Supervisors aims to impart a better comprehension of the oil and gas business value chain.

Objectives:**Upon successful completion of this course, students will be able to:**

- Get an overview of the Global Oil & Gas Industry, from discovery to production through to consumption
- Understand the Geopolitics of Oil and Gas and the Major challenges facing the energy industry
- Gain an overview of Refining processes.
- Evaluate the primary uses of oil and gas and its significance within the global energy industry
- Understand the role of the various organizations involved in the oil and gas industry - national governments, international oil companies, service companies, regulators, external (i.e. non-oil) bodies and others.
- Understand the objectives, functions and commercial relationships between companies and organizations from the upstream through to the downstream oil and gas supply chain.
- Environmental issues and European Union plans for oil and gas (target 2030)
- Evaluate organizations with a positive safety culture that are characterized by communications founded on mutual trust, by shared perceptions of the importance of safety, and by confidence in the efficacy of preventative measures
- Gain and enhance good negotiating skills which are essential to the smooth running of the business.
- Provide alternative approaches to the process of negotiating successfully.

Course Outline**Day 1**

- The nature and formation of fossil fuels and oil reserves
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- The chemistry of petroleum
- Characteristics of fossil fuels
- Assay and properties
- Measurement and characterization
- Where we find fossil fuels
- Industries & uses

Day 2



Generation, migration, accumulation and exploration of petroleum

- Identification of common rocks and minerals
- Ocean environment and plate tectonics
- Traps and trapping mechanisms
- Geophysical & Geochemical surveys
- Offshore drilling and production
- Exploratory drilling & testing the well
- Casing and cementing the well
- Geologic classification types of reservoir and reservoir drive mechanisms
- Development of oil and gas fields
- Estimation of reserves
- Surface treatment and storage
- Enhanced oil recovery

Day 3

Distribution transmission and transportation

- Geopolitics and world energy markets
- The geopolitics of oil pipelines
- OPEC and the future role of a cartel
- Overview of world petroleum consumption, supply, and prices
- Sustainable energy: myths and realities
- The global oil and gas industry
- Petroleum; composition, classification and properties
- Natural gas; composition, classification and properties

Day 4

Transportation

- Pipelines
- Oil tankers
- Case study - The Baku - Tbilisi - Ceyhan (BTC) pipeline
- Storage
- Tank farms
- Tank farm operations
- Commercial relationships between oil and gas production companies and downstream marketer organizations

Day 5

Introduction to the petroleum industry

- The market for crude oil
- The price of crude
- The refining process
- Product & specifications
- Refinery complexity
- Refining margins and profitability
- Sales and marketing of petroleum products
- Petrochemicals

Day 6

**Petroleum economics**

- World petroleum consumption, supply, and prices, prospects for the future
- Energy trading and commodities
- Futures, options, and hedging
- A brief history of real options
- Introduction to energy finance and economics
- Developing and Financing Oil and Gas projects
- Oil and gas accounting
- Discounted cash flow (DCF) and time-value considerations
- Apply the present value and future value formulae (NPV)
- Inflation, real, and nominal (time value of money)
- Internal rate of return (IRR)
- Hurdle rates and minimum acceptable rates of return

Day 7**Contracts, Joint Ventures and Fiscal Regimes**

- Need for collaboration between NOC's and IOC's
- Oil & Gas Contracts & Types of Contracts
- Concession agreements
- Production Sharing Agreement/Contract (PSA/PSC)
- Technical Service Contract/Agreement (TSA)
- Joint Venture and Service agreements
- Similarities among fiscal systems
- State participation
- Signature bonus
- Production bonus
- Bidding for leases

Day 8**Financial and Energy Risk Management**

- Introduction to energy risk management
- Risk management and types of risk
- Risks in trading energy commodities
- Geopolitical risks and opportunities
- Risk and opportunity analysis
- The nonlinearity and complexity of uncertainty
- Carbon capture and environmental issues
- The future of the global oil and gas industry

Day 9**The evolution of a safety culture**

- Culture and Safety
- Defining a Value System
- A New Management Safety System
- Leadership and Teamwork
- Understanding why employees put themselves at risk
- Assessing the organisational culture
- Active Listening



- Nonverbal Behaviours of Communication
- Speaking Hints
- Communication and Leadership
- The Communication Process
- Barriers to Communication
- Presentation Skills

Day 10

Successful negotiation

- Steps in negotiation
- Negotiating fears
- Making choices
- Thinking creatively
- Coping with criticism
- Approaches to negotiation
- Negotiating roles
- Creative bargaining
- BATNA is an acronym that denotes the Best Alternative To a Negotiated Agreement
- Relational influence and power
- Negotiating with integrity
- Dealing with aggressors and Conflict
- Negotiating globally
- Course summary and roundup