An Intensive 5 Day Training Course

Managing Project Risks in the Oil & Gas Industry

30 Oct - 03 Nov 2017, Houston

The Registered Education Provider (R.E.P. ID:4349) status with the Project Management Institute (PMI®) enables PetroKnowledge to issue applicable Professional Development Hours/Units (PDHs/PDUs) to participants on this training course, to help you achieve or maintain PMI® professional credentials.

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Managing Project Risks in the Oil & Gas Industry

WHY CHOOSE THIS TRAINING COURSE?

The scrutiny faced by the oil and gas industry has never been greater. While the industry still accounts for the majority of the world’s energy generation, opponents contest the use of such fossil fuels and such. Climate change and greenhouse gas emissions legislation, along with concern over the future of hydraulic fracturing, pose major problems to the oil and gas industry and with more households and businesses tightening their belts to make every penny count amidst an ongoing recession, oil and gas companies must address many of the same concerns.

Ultimately, the fact remains that without the industry, the lights would go out and our cars would stop running. That said, the industry is under incredible stress and the risk factors affecting it are complex. While many oil and gas companies have seen their own financials improve, the financial stability of partners, customers, vendors and suppliers remain top risk factors. This all means that the need to manage project risks effectively has never been of great importance to the industry as a whole.

This Project Risk Management training course provides a structured approach to managing project related risks that ensure value is protected, and most importantly, minimizes the chances of major events affecting not only the project but the organisation to the benefit of all.

This training course will highlight:

- Current issues within the Oil & Gas Industry that need to be tackled
- Typical risk responses used by the Oil & Gas Industry megaprojects
- Risk ownership as a critical part of risk management
- The importance of communication and escalation in Oil & Gas projects
- Key qualitative, semi-quantitative and quantitative risk responses

WHAT ARE THE GOALS?

This training course will take delegates through a real-life Oil & Gas project as a case-study, working with the case-study to develop and evaluate using industry best-practice tools. This method will provide a real insight into the challenges, and strengths that a positive Risk Management process can provide in such an uncertain industry.

At the end of this training course, participants will:

- Develop key risk management competencies such as developing an appropriate risk process for an organisation in the oil & gas Industry
- Understand the key roles, responsibilities and activities associated with project risk management
- Understand how best to apply appropriate tools and techniques to optimise risk management for your projects
- Learn to Deal with the changing nature of risk through a stage gated project process
- Understand the human side of risk in terms of risk perception
- Understand the crucial challenges and lessons learned associated with oil and gas project risk management

WHO IS THIS TRAINING COURSE FOR?

This training course is suitable to a wide range of professionals but will greatly benefit anyone working on, interfacing with, or providing governance with respect to oil and gas projects:

- Project Risk Managers
- Project Managers
- Commercial Management
- Project Engineers
- Procurement & Logistics
- Planners
- Estimators / Cost-Controllers

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DAILY AGENDA

Day One: Fundamental Project Risk Management Concepts

Competency Description: We aim to provide an understanding of the impact that you can have to ensure full understanding of how objectives and requirements are captured and risks identified against them in order for the project to be delivered.

Key behaviours

- Establishing risk against organisation vision and initiatives
- Key leading and collaboration principles in relation to risk
- Determining the risk managing process to be used

Topics to be covered

- What is risk?
- What is different about project risk in the Oil and Gas Industry?
- The dual nature of risk: - threats and opportunities
- Business, operational and project risk
- Introducing the risk management process
- Planning risk management

Day Two: Roles & Responsibilities and Identifying Risks

Competency Description: As a leader or member of an oil & gas project team, you hold a key operational role in the project delivery. Understanding key roles and responsibilities are crucial. We also focus on the various identification methods that can be used to recognise risks and prepare for analysis.

Key behaviours

- Establishing key roles & responsibilities
- Key accountability or responsibility principles
- Developing the risk owner
- Risk Identification methods – recognition and exercises

Topics to be covered

- Key risk management roles and responsibilities
- Good practices adopted in oil and gas organisations
- Alternative approaches - which is right for your organisation?
- Risk identification
  - Oil and Gas Industry specific techniques
  - Overview of MAR, LOPA, HAZID HAZOP
  - The ‘Bow Tie’ methodology
- Alternative techniques based on team dynamic
  - Sabotage teams
- Categorisation and the use of Risk Breakdown Structure (RBS)
Day Three: Risk Analysis Techniques

Competency Description: As we identify risks via the various identification methods – we need to recognise appropriate ways to analyse using qualitative, semi quantitative and quantitative methods. We must recognise the risk levels in order to appropriately prepare for responses.

Key behaviours

- Establishing appropriate level of risks via analysis
- Testing of various risk analysis tools
- Developing qualitative and quantitative skills

Topics to be covered

- Alternative Risk Analysis assessment formats & recommended practices in the oil & gas industry
  o Differences between Qualitative, Semi-Quantitative and Quantitative
- Assessing Impact
- Organisational / Business impact versus Safety / Environmental impact
- Tools and techniques for risk analysis
  o Sensitivity Analysis
  o Expected monetary value analysis
- Further factors to consider – the people side of risk
  o Perception, past experience and mental outlook
- External factors - regulator activities & the effect of catastrophic incidents in the industry
- An overview of Modelling and Monte Carlo simulations
- Risk Analysis outputs

Day Four: Planning Risk Responses and Implementing Risk Responses

Competency Description: We need to appropriately prepare for risk responses. Oftentimes, our responses add greater risk or burden of cost than the original risk and we need to recognise where to focus our time, our resources and value to in order to deliver our projects successfully.

Key behaviours

- Establishing prioritisation of risks
- Developing risk action plans around agreed and approved risk response strategies
- Developing a risk monitoring plan

Topics to be covered

- Risk prioritisation
- Risk response strategies
- Action plan formulation / evaluation
- Appropriate approval / endorsement of action plans
- Implementing and monitoring
- Earned value management
- Reserve Analysis
- Implementing response plans – good practices)

Day Five: Reporting and Communicating Risk, Extracting Lessons & Lessons Learned

Competency Description: As we execute our project we need to ensure that we are continuously monitoring and prepared for deviation from plans, appropriateness of responses and the status against any identified or new risks.

Key behaviours

- Establishing appropriate risk reporting methods
- Understanding why and when we escalate risks
- Developing risk management skills through experience and application of methods.

Topics to be covered

- Risk reporting
- Escalating risks
- Embedding the risk management process
- How to identify and feedback lessons learned
  o Key risk management lessons from the oil and gas industry and megaprojects in particular
  o Applying the lessons and how to implement in an organization
Managing Project Risks in the Oil & Gas Industry

**COURSE DATES, VENUES AND FEES**

<table>
<thead>
<tr>
<th>Date</th>
<th>Venue</th>
<th>Fee</th>
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<tbody>
<tr>
<td>30 Oct - 03 Nov 2017</td>
<td>Houston</td>
<td>$6,950</td>
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This fee is inclusive of Documentation, Lunch and Refreshments

Please use BLOCK CAPITALS to fill in this form. It is important that you read carefully through all information before starting to complete the form.

**REGISTRATION DETAILS**

Family Name: ____________________________________________  First Name (Mr./Ms.): _________________________________________

Position: ____________________________________________  Company: ____________________________________________________

Mailing Address: ______________________________________________________________________________________________________

Telephone:____________________  Mobile: _____________________  Fax: ________________________  Email: ________________________

**AUTHORISATION**

Authorisation By: ______________________________________________________________________________________________________

Position: ____________________________________________  Company: ____________________________________________________

Mailing Address: ______________________________________________________________________________________________________

Telephone:____________________  Mobile: _____________________  Fax: ________________________  Email: ________________________

**IN-HOUSE TRAINING**

Maximize your training budget and have several members of your staff, who require specific training, to attend with the advantage of not incurring additional travel costs when attending a ‘public’ training courses & seminars.

Would you like a PetroKnowledge training course delivered at a time or location to suit you? Would you like PetroKnowledge to tailor a course from our comprehensive library of programmes? Or would you like us to create an entirely new, bespoke course to suit the exact needs of your organisation?

Working in partnership with our clients, PetroKnowledge provides an enjoyable, creative learning experience that enables participants to develop their skills and knowledge. We can deliver not only generic, off-the-shelf courses from our extensive learning portfolio, but we can provide tailored as well as bespoke learning on any aspect of skill development or knowledge. Our in-house courses are conducted by the same expert trainers who conduct PetroKnowledge public courses so you can be assured they will fulfill the learning objective of any organisation.
BOOKING TERMS & CONDITIONS

Booking
- Bookings for courses can be made via our website (petroknowledge.com) or by contacting our Registration Desk on +971 2 5577 389 or at reg@petroknowledge.com
- For on-line bookings, please select the course that you require and click on the “Register Now” button, following the instructions step by step
- Upon receipt of booking in order, enrollment on the respective training course will be confirmed by Registration Team with all necessary documentation

Invoicing and Payment
- Our fees include course presentation, relevant materials, physical & digital documentation, lunch and refreshments served during entire training. Accommodation charges are not included in the course fees
- Course fees are payable upon booking unless a valid, authorized Purchase Order is provided and accepted
- Invoices will be sent via email/courier to the ID/name and address provided
- We prefer to have the fees payment in our account before the start of training course. However, if your company has a different payment policy, the same should inform us in advance
- The currency of fees is in US Dollars (USD). Payments can be made in USD or UAE local currency AED (Arab Emirates Dirhams) either by Bank Transfer or by Credit Card. Our Bank Account details will be provided on the Invoice
- Please note that we do accept payment by cash, in USD or AED, only for the last minute bookings

Cancellation of Courses
- It may be necessary for PetroKnowledge to amend or cancel any course, course times, instructors, dates or published fees due to unforeseen circumstances and we reserve the right for such changes
- Any amendments will be advised before the course start date and any bookings already paid in full will not be subject to increased fees

Cancellation by Client
- Once you have completed your booking, received your confirmation of enrollment and a dated payment Invoice, you are deemed to have a contract with PetroKnowledge. You reserve the right to cancel this contract given the below terms
- All cancellations must be received in writing at reg@petroknowledge.com and info@petroknowledge.com at least 14 days prior to the training
- After the cancellation period has expired, consideration may be given, on a case to case basis, if a registered delegate nominates a substitute on the same course, shifts to next session of the course or moves to a new course
- For a cancellation request made on or before the statutory 14 day cancellation period, a refund may be given or a credit note issued which can be used against future course fees
- A 25% administration fee (of the total course fee at the time of booking) will be charged for any cancellations made outside of the statutory cancellation period

Attendance Certificate
- The daily course schedule should be accurately followed to ensure undeterred implementation of our training
- All delegates, who participated in their course throughout, will receive the Certificate of Completion on the last day
- Please report any foreseeable absences to a PetroKnowledge representative or to your sponsors directly
- An absence of three (3) or more sessions of the course will invalidate your eligibility for the Certificate of Completion