



An Intensive 5 Day Training Course

Global Procurement and Supply Chain Management for the Oil & Gas Industry

Improving Profitability by Controlling Costs

20 - 24 Apr 2020, Mexico City
13 - 17 Jul 2020, New York
14 - 18 Sep 2020, Bogota
09 - 13 Nov 2020, Houston TX
14 - 18 Dec 2020, Rio De Janeiro





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WHY CHOOSE THIS TRAINING COURSE?

Maintaining best practice in procurement and supply chain management is a core requirement for those operating in the global oil and gas industry. Supplier/operator relationships are now so very crucial since the drop in oil prices is causing real monetary concern across the industry. It is now vital that the procurement and supply chain functions collaborate its efforts and expertise to cope with the complexity of the present operating environment. Procurement and supply chain management are being relied upon to make a difference to the depressed market and are under constant pressure to make dynamic and meaningful contributions to the bottom line operating costs and capital expenditure.

This innovative training course will assist delegates to reassess their organization's procurement and supply chain strategies beyond short term cost cutting. It will focus on real time issues to counteract the downturn and think differently about global procurement. This PetroKnowledge training course has been designed to provide delegates with practical approaches for transforming their organization's procurement team to become more competitive and resilient.

WHAT ARE THE GOALS?

It is essential for procurement and supply chain professionals to adapt supply chain practices to fit the current market and they must understand the need for:

- Reassessment of current E & P procurement strategies
- Streamlining processes
- Adopt contemporary practices
- Building robust internal supply planning capabilities
- Collaborative relationship with vendors
- Tools and techniques to effectively renegotiate contracts

WHO IS THIS TRAINING COURSE FOR?

This PetroKnowledge training course is suitable to a wide range of professionals but will greatly benefit:

- Procurement Professionals
- Supply Chain Professionals
- Tender or Bidding Managers
- Contract Administrators
- Contracting Unit Supervisors
- Project Engineers and Project Managers

HOW WILL THIS TRAINING COURSE BE PRESENTED?

This training course will be delivered a recognised world-class procurement and supply chain professional and will include a range of lively and interactive training methods, including exercises, role plays, case studies, practice sessions and group discussions. The learning experience will be grounded on instructor-led presentations that highlight key issues to focus on, and supported by a reference manual containing examples of best practice.

Participants will make presentations and receive personal feedback on their performance. Discussions will enable participants to share their own experiences with the rest of the group. Using the most up to date world-class materials, the instructor will take delegates through a journey of learning new skills and give them the confidence to use these skills on their return to their duties.



DAILY AGENDA

Day One: Defining Strategic Procurement in the Oil and Gas Industry

- What is world class procurement and supply management?
- Oil and Gas value chain management
- Category management strategies
- E & P total cost of ownership and asset management
- Global procurement contract risks

Day Two: Integrated Supply Chain Strategy

- The importance of a dynamic and collaborative supply chain
- Supply Chain Modes in the Oil and Gas industry
- Demand Vs. Supply management
- Understanding Transport, Logistics and Warehousing
- Supply Chain Integration

Day Three: Supplier Collaboration and Relationship Management

- The importance of strategic supplier relationships
- Supplier collaboration best practices
- Creating and maintaining dynamic and meaningful SLAs
- Supplier relationships – The total management process
- How to get best and sustained value from suppliers and contractors

Day Four: The "LEAN" Approach to Supply Chain Management

- Supplier strategy and rationalization
- Lean tools and techniques
- Understanding the lean approach in the various supply chain links
- Designing lean metrics for optimal performance
- Measuring and improving the supply chain performance

Day Five: Strategic Contract Negotiations

- Understanding key components of a commercial contract
- Preparing for a win/win negotiation
- Dealing with difficult suppliers
- The importance of collaborative, competitive and dynamic negotiations
- Know when and how to renegotiate a contract



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Global Procurement and Supply Chain Management for the Oil & Gas Industry

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✓	DATE	VENUE	FEE(\$)
	20 - 24 Apr 2020	Mexico City - Mexico	6,950
	13 - 17 Jul 2020	New York - USA	6,950
	14 - 18 Sep 2020	Bogota - Colombia	6,950
	09 - 13 Nov 2020	Houston TX - USA	6,950
	14 - 18 Dec 2020	Rio De Janeiro - Brazil	6,950

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: _____

BOOKING TERMS & CONDITIONS

Booking

- Bookings for courses can be made via our website (petroknowledge.com) or by contacting our Registration Desk on +971 2 5577389 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, enrolment 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 enrolment 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 21 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 21 day cancellation period, 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

OFFICES:

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