

An Introduction to the Oil & Gas Industry (Exploration & Production) for Non-Technical Staff

Next Course

25 & 26 November 2010

Venue: Royal Plaza on Scotts
25 Scotts Road
Singapore 228220

SGD600.00
per delegate



Please check website at www.seapex.org or email seapex@seapex.org for future course dates.

Please contact above for details of In-house courses available for individual companies

COURSE OVERVIEW

This established and well-received two-day SEAPEX course is ideally suited to non-technical personnel with an interest in the petroleum industry. The course is focused on the upstream sector of the industry and aims to give participants a basic understanding of the technical nature of exploration and production. Participants will be exposed to the regional upstream business, but will also gain knowledge of other parts of the world. The attendees will also gain an appreciation of where the upstream sector fits in the oil and gas industry.

The theme which runs throughout the course is to take the attendee through the processes of exploration, discovery, appraisal, development and production of a reservoir. Emphasis will be made on the people who are involved in this sequence of events and how non-technical staff can relate to these people. The ultimate aim is to improve job performance of each course participant. In addition, appreciation will be gained of the origin of oil and gas fields, petroleum fiscal systems and company inter-relationships, including NOC's, IOC's, independents, service contractors and consultants.

Presentation will consist of lectures, videos, learning exercises, anecdotes and real-life experiences. Handouts will comprise text and CD-ROM. The course is designed to be an engaging experience for the attendee, by means of interaction with and between each other, as well as the course director. The course format will facilitate this.

COURSE DIRECTOR

Bob Dook has over 37 years of direct experience in international exploration and production, working on six continents. He has been involved in exploration, appraisal, development and production of oil and gas, as well as business processes in the sector.

Bob has spent most of his career living and working throughout Asia. With senior management or consultant advisory roles in national, super-major, major and independent petroleum companies, including Unocal, British Gas and Chevron, as well as roles in the service sector, he is well versed in communicating with non-technical staff from many different disciplines.

Bob is a Permanent Resident of Singapore, where he is Director of two consultancy companies.

PREVIOUS ATTENDEES

JOB FUNCTIONS

Accounting, Administration, Business Development, Cartography, Commercial, Communications, Corporate, Cost Control, Documentation, Drilling, Economic Analysis, Engineering, Executive Office, Exploration, Finance, General Office, HR, Investment, IT, Legal, Logistics, Marketing, Operations, Procurement, Production, QHSE, Research, Sales, Secretarial, Surveying, Tax, Technical Assistance, Travel, Treasury, Warehouse and Well Analysis.

COMPANIES

Altus, Anadarko, APEC, Asia Edge, BG, BOYDEN, Chevron, Clifford Chance, CPG Laboratories, Deloitte, DI, DMNG, ENI, Enovation Resources, ExxonMobil, Ferguson Seacabs, Franklin Offshore, Gaffney Cline, Galoc, Genting, Global Resource, Halliburton, Harvest, Horizon, IHS, International Tubular Services, Interra Resources, Investment NZ, Jane's, KANA, KrisEnergy, Lloyds Register, Lundin, Magnum, Majuko, MOECO, Mubadala, MultiClient Geophysical, Newfield,

NGR Engineering, Nippon Oil, Pan Orient, Pareto Securities, PEARL, PGS, Premier, Proceanic, PT Abhitech Matra Indah, PT Imeco, PT Opac Barata, Raffles, Regency Steel, Rider Hunt, Salamander, Santos, Serica, Singapore Economic Development Board, Singapore Tourism Board, SPC, Spectrum, Standard Chartered Bank, Survey Personnel Services, Talisman, TAP, Tomnay Noble, TOTAL, Transworld and Valeska.

WHAT DID THEY SAY?

"Excellent course and presenter. Should be mandatory for all non-technical staff and newcomers to the industry"
– **MOECO, JAPAN**

"Exactly what was needed for a better understanding"
– **LLOYDS REGISTER, SINGAPORE**

"Very appropriate structure and quantity of information provision"
– **PREMIER, VIETNAM**

"It's nice to have a trainer who can explain oil and gas terminologies in a normal lay-man form"
– **TOMNAY NOBLE, SINGAPORE**

"Very knowledgeable and experienced lecturer"
– **HALLIBURTON, BANGLADESH**

"Best lecturer I've met"
– **EXXONMOBIL, INDONESIA**

"Very useful course notes"
– **IHS, SINGAPORE**

"Notes can be a dictionary for technical matters"
– **NIPPON OIL, INDONESIA**

"Inexpensive, making it accessible for non-technical personnel"
– **SPC, SINGAPORE**

"Excellent. Very hard to find anything lacking"
– **SURVEY PERSONNEL SERVICES, MALAYSIA**

Organised by :



Southeast Asia Petroleum Exploration Society

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YOUR INVESTMENT

Registration fee – SGD 600.00 (per delegate)
Course registration fee includes course material, lunch and refreshments. Delegates are responsible for their own accommodation.

Registration information

By fax to Ms Judy Foong at +65 6533 1886. Registration will be confirmed only upon receipt of payment.

CANCELLATION / SUBSTITUTION POLICY

No refund will be given upon cancellation. However, substitution is permitted.

MODES OF PAYMENT

- AMEX / VISA / Mastercard
- Singapore dollar cheques/International Money Order payable to SEAPEX
- Only Singapore dollar payments will be accepted
- Telegraphic transfers will not be accepted

REGISTRATION

Fax to Ms Judy Foong at +65 6533 1886. Mail with payment to SEAPEX, Tanglin P.O. Box 423, Singapore 912415. Crossed cheques in Singapore dollars should be made payable to Southeast Asia Petroleum Exploration Society. Registration will be confirmed only after payment has been received.

DETAILS OF DELEGATES

Please enter company particulars for all delegates

Company:		
Address:		Country:
		Postal Code:
Tel:	Fax:	Email:

SECTION A

Please enter the particulars of the delegates to be registered for the course. Print name as it should appear on the course certificate.

No	Name	Job Title	Email	Tel	Fax	Cost (SGD)
1						
2						
3						
TOTAL COST						

SECTION B

Please make a manual deduction of the sum of SGD _____ from my Credit Card AMEX VISA Mastercard)

Card Number:

Expiry Date:

Card Holder's Name: _____

Signature: _____

I will mail you my Singapore dollar cheque or money order payable to SEAPEX. An acknowledgement notice will be sent to the attendee. Kindly note that attendance will only be confirmed upon receipt of payment.