

Introduction

Personnel working in the oil and gas industry will be called upon to construct or contribute to a Project Execution Plan and make a bid for funds to conduct a project. This workshop provides delegates with the necessary knowledge and skills and practice to achieve this. In addition, the course format enables them to consider and solve the strategic issues relevant to projects and their performance for organisations.

Delivery

The course is delivered in a workshop style varying by the use of mini- lectures, tutorials if required, practical exercises, team working and hands-on computer based working. Emphasis is placed on the interaction between delegates and their view of projects and business concerns and issues that they will face in delivering, directing or overseeing projects, and these are simulated during the case study. At the conclusion of the course, delegates are required to make a team presentation to a Stage Gate Review (created by panel of invited industry experts) to explain their Project Execution Plan.

Objectives

By the end of the course, delegates will be able to:

1. Understand the main aspects of Project Management in a combination of theory and practice
2. by simulated management and development of a project case study.
3. Prepare a Project Execution Plan (aka Project Management Plan) based

4. on an understanding of the Capital Value Process.
5. Understand Procurement and Contract Strategy and why they are important.
6. Be aware of how contracts are used in Project and Claims Management.
7. Understand Value Improvement Practices and how they may be used.
8. Appreciate how the estimate is developed and used to win, and measure and control a project for a company.
9. Recognise the critical features and functions of Project Management Systems in a variety of client/contractor situations in operations and major projects.
10. Understand Decision Support Packages and their contribution to Project Management performance.
11. Understand how the Stage Gate Review (Gate-keeping) is developed and used in the project management process.
12. Understand the technical and non-technical (e.g. financial) issues relating to gaining project approval and funding.
13. Improve their project management performance in a variety of client/contractor situations.
14. Develop and present a coherent Project Execution Plan to a Stage Gate Review.

Duration The course is five days and begins at 9:00 am the first day with earlier times required (8 am) on subsequent days.

A certain amount of evening work may also be required.

Attendees

The course is aimed at those who have previously attended the Applied Project management course, and also at Project Managers with experience in managing projects and wish to gain exposure to more advanced techniques.

Tutors

Colin Balchin, Angus Duncan PMP, Ian Bell, Dr Gordon Rankine, Robin Kay PMP, David Atkinson

Case Study development on the course is achieved through assignments coordinated to the project life cycle. They continue the preparation of each stage of the Execution plan for presentation next day. The following would be a sample at the Development stage (work on Day 3, for presentation on Day 4):

- Identify innovative strategic solutions and optimise cost and schedule using knowledge gained
- Describe risks on this optimised schedule and budget
- Sensitivity of the project for the economic factors; oil price, exchange rate and interest rate
- Describe the contract strategy proposed for this project
- Outline the HSE policy proposed for this project
- Define the procurement strategy proposed for this project
- Propose the solution that obtains the best return on this project.

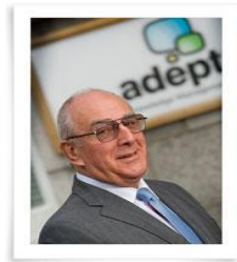
Note: Panel members for the case study are briefed to adopt specific roles on the Board of the Client Oil Company, Grand Prix and can pursue a range of questions and issues.

Key roles are:

Client – the production director who is responsible for regional profits, production, safety, and facility integrity during the project.

HR Director, who is concerned with regional and global HR safety training and related issues.

Projects Director who has been interfacing with the teams at review points and is responsible for the delivery of the project via the teams.



Colin Balchin

The course director is Colin Balchin whose career spans IT, Project Control and Project Management experience with Shell Expro, Britoil, British Steel, PA Consultants, March Consultants and Scopec. He developed a MSc course in project management for Aberdeen University.

The course was especially designed for working managers and engineers. He also developed an elective BSc course in Project Management for the honours undergraduate students in Edinburgh University.

He also developed project management IT strategy and project control requirements, prepared & implemented incentive pay schemes, and managed many projects for different industries.

He is a Member of the Association of Project Managers and the Operations Research Societies. **OR:** Ian Bell, Robin Kay and Dr. Gordon Rankine

