


Petrofac 
we'll prepare you



**A Guiding Light for Industry
Safety Training for Generations**

Petrofac

We'll prepare you

We have been a leader in the field of oil and gas industry, Safety, Survival and Emergency Response training for more than 35 years.

Working closely with organisations and industry regulators, we have helped pioneer the development of many industry standards and training courses over the years.

We have a global reach, with a presence in Europe, the Americas, the Middle East and Asia Pacific. Our training centres are fitted out with modern classrooms, state-of-the-art training equipment and high tech modules and simulators, including our recently upgraded fire and emergency response training centre in Montrose, Scotland. This allows delegates to experience real-life training in safe, professionally managed environments.

Many of our highly skilled staff have specialised in oil and gas industry training for over 25 years. Others bring with them experience of best practice in a range of industries, including the armed forces, emergency services and education. Collectively, our people provide a rich resource that informs all our work and we are proud to be able to offer this level of experience to our customers.

Wherever relevant, our courses are accredited to the highest industry standards. Our experience, depth of knowledge and breadth of offering also allows us to design and deliver bespoke training programmes to suit the specific needs of our customers.

When you or your personnel are training with us, we'll make your experience as comfortable as possible, so that delegates concentrate fully on the task at hand. We will provide the tools needed to further enhance skills, as well as to inform safety and assure competency.

We deliver over 200,000 training days world-wide to develop and improve competence levels. Invest in your future by making Petrofac Training Services your number one choice for industry training.



Our approach

We have developed a flexible structure to our global business in order to meet the differing requirements of our diverse client base.

We focus on global delivery through four key service lines and our experienced teams in each region have the knowledge and capability to meet local needs. Our service lines cover:

- Fire, Safety, Survival and Marine training
- Emergency Response and Crisis Management
- Technical Training
- Competency Consulting

We can deliver fully accredited training programmes relevant to your business

and we can also design and deliver bespoke programmes that meet your specific objectives.

You can rely on us to deliver quality, consistent programmes. A sharing of best practice and a strong culture of communication and co-operation amongst our teams ensures that wherever you have operations and personnel based in the world, you can be confident that we will deliver the same high standard in our approach to safety, training and competency development.

Technical Skills Training

We provide operations, maintenance and construction skills training across the world, including from key facilities in Baku, Azerbaijan (Caspian

Technical Training Centre) and Sakhalin Island, Russia (Sakhalin Technical Training Centre).

Fire, Safety and Survival Skills Training

We have the strongest track record of all training providers working in the industry today when it comes to the design and delivery of Fire, Survival, Safety and Marine training programmes. We are also fortunate to be able to

offer our clients access to the most experienced range of training instructors available. Many of our staff have accumulated as much as 25 years operational and training experience.

Emergency Response and Crisis Management Consultancy and Training

Involvement in any high-risk industry means putting a great deal of thought and training into the mitigation of a wide range of disaster scenarios. Our specialist consultants can deliver a full Emergency Response and Crisis

Management (ERCM) service, helping clients to develop strategies and solutions to protect individuals and the environment, while minimising the impact of disruption to the business.

Competency Solutions

Through our Competency Solutions service line, we work in close collaboration with our customers to identify and address areas where workforce capability can be enhanced. Leveraging our global network of experts, we can support the

complete design and implementation of competence assurance systems; we can audit and enhance existing systems; or we can support specific competency assurance needs, such as the design of a bespoke assessment or learning programme.

Bookings and contacts



How to book

To book any of our courses, call our customer care team on **0845 606 2 909** and quote the course reference number that is listed on each descriptor in the directory.

Our specialist team will advise you of course dates and availability and will take the necessary details from you so that they can complete the booking transaction.

When the booking has been processed, joining instructions will be sent out immediately to you, detailing your course venue, start time and any items that you need to bring with you.

Please note that all bookings are made subject to our terms and conditions, which are set out in full on pages 269-272 of this directory.



Payment terms

Customers using our services for the first time and self sponsor delegates are required to pay at the time of booking. We accept most major credit and debit cards. Payment by cheque can only be accepted if the cheque is received and cleared five days before the commencement of training.

Account customers will be invoiced after the training has taken place.

The course prices displayed in this directory are valid until the end of 2016 and are **not** inclusive of VAT.

Petrofac Training Services reserves the right to revise prices at any time. Customers will be advised of any price changes at the time of booking.



Contacts

To learn more about our full service capabilities and experience of working with a range of clients around the world, visit www.petrofactraining.com

To find out more specifically about our training courses and to book, visit www.petrofactrainingcourses.com

For all course enquiries and bookings:

Tel: **0845 606 2 909**

E-mail: bookings@petrofactraining.com

For enquiries not related to bookings please contact the relevant department:

Business Development

busdev-europe@petrofactraining.com

Customer Service

customerservice@petrofactraining.com

General

info@petrofactraining.com



Company

Petrofac Training Limited
Company No. 179707

Incorporated in: Scotland

Registered Office:

Forties Road,

Montrose,

Angus

DD10 9ET, UK

VAT Registration No: 751 1414 65

Quality and environment management

(Quality, Environmental, Health & Safety and Business Continuity Management)

We work to the highest levels of quality, health & safety and environmental management system standards across our operations.

We are accredited to ISO 9001:2008, ISO 14001:2004, ISO22301: 2012 standards and effectively operate to HSG65 guidelines.

Our quality management system ensures consistency and continuous improvement through external quality standards and internal monitoring.

Industry standards

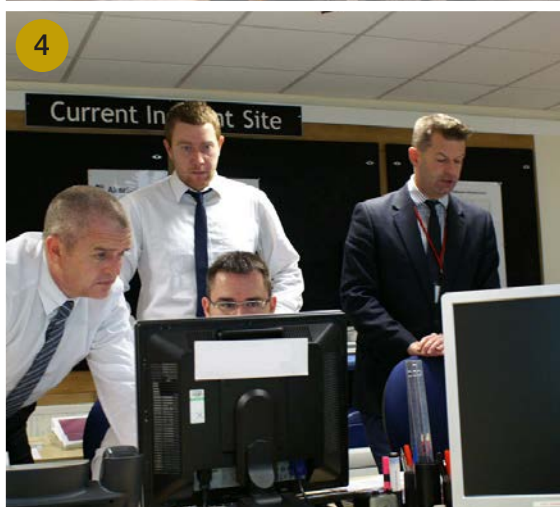
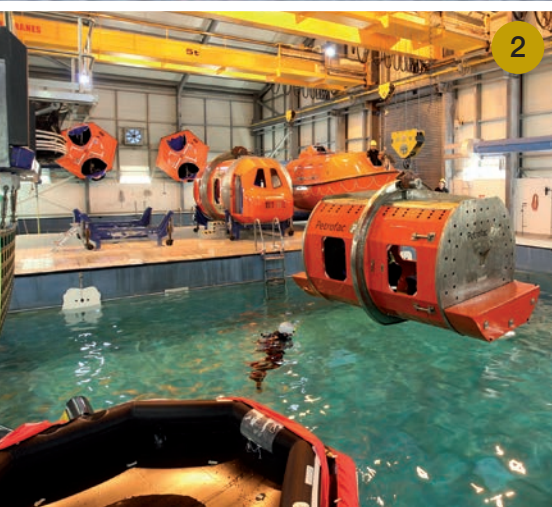
We achieve global standards with a local emphasis to ensure that customer requirements are met. We have a range of accredited courses to international and national standards from the following industry bodies:

- OPITO (Offshore Petroleum Industry Training Organisation)
- CAA (Civil Aviation Authority)
- IWCF (International Well Control Forum)
- NEBOSH (The National Examination Board in Occupational Safety and Health)
- IOSH (Institution of Occupational Safety and Health)
- IFE (Institution of Fire Engineers)
- SQA (Scottish Qualifications Authority)
- IATA (International Air Transport Association)
- JOIFF (Joint Oil and Industry Fire Forum)
- ECITB (Engineering and Construction Industry Training Board)
- MCA (Maritime and Coastguard Agency)

By underpinning our training delivery with universally recognised standards, our customers can be confident of a consistent, best-in-class service, no matter where they are in the world.

Abbreviations

AMERC	Association of Marine Electronics and Radio Colleges	ISSOW	Introduction to Safe Systems of Work
BOP	Blow Out Preventer	IWCF	International Well Control Forum
BOSIET	Basic Offshore Safety Induction and Emergency Training	LOLER	Lifting Operations and Lifting Equipment Regulations
CAA	Civil Aviation Authority	LRC	Long Range Certificate
CA-EBS	Compressed Air Emergency Breathing System	MCA	Maritime and Coastguard Agency
CARA	Chemical Agent Risk Assessment	MF	Medium Frequency
CAM	Competence Assurance Management	MFA	Medical First Aid
CBT	Computer Based Training	MNTB	Merchant Navy Training Board
COMAH	Control of Major Accidents and Hazards	NEBOSH	National Examination Board of Occupational Safety and Health
COSHH	Control of Substances Hazardous to Health	NVQ	National Vocational Qualification
DBERR	Department for Business Enterprise and Regulatory Reform (formerly DTI)	OIM	Offshore Installation Manager
EBIDA	Earnings Before Interest, Depreciation and Amortisation	OLF	Oljeindustriens Landsforening (Norwegian equivalent of OPITO)
EBS	Emergency Breathing Systems	OODTP	Ongoing Onboard Development and Training Programme
ECITB	Engineering Construction Industry Training Board	OPITO	The Oil & Gas Academy
EFA	Elementary First Aid	PCWS	Petrofac Competent Workforce Scheme
EI-E	Energy Isolations – Electrical	PFEER	Prevention of Fire, Explosion and Emergency Response
EI-P	Energy Isolations - Process	POR	Price on Request
ERRV	Emergency Response and Rescue Vessel	PPE	Personal Protective Equipment
ERRVA	Emergency Response and Rescue Vessel Association	PST	Personal Survival Techniques
FOET	Further Offshore Emergency Training	PSV	Platform Supply Vessel
FRB	Fast Rescue Boat	PTL	Petrofac Training Limited
FRC	Fast Rescue Craft	PTW	Permit to Work
FROG	Marine Transfer Capsule	PUWER	Provision and Use of Work Equipment Regulations
GMDSS	Global Maritime Distress and Safety System	ROC	Restricted Operators Certificate
GOC	General Operators Certificate	RYA	Royal Yachting Association
HASAWA	Health and Safety at Work Act	SBV	Stand By Vessel
HDA	Helideck Assistant	SIRP	Safe Isolation and Reinstatement of Plant
HF	High Frequency	SNH	Scottish National Heritage
HLO	Helicopter Landing Officer	SOLAS	Safety of Lives at Sea
HSE	Health & Safety Executive	SOSREP	Secretary of State's Representative
HSMOB	High Speed Man Overboard Boat	SQA	Scottish Qualifications Authority
HUET	Helicopter Underwater Escape Trainer	SSOW	Safe Systems of Work
HWO	Hydraulic Workover Operations	SSSV	Sub-Surface Safety Valves
IATA	International Air Transport Association	STCW	Standards of Training, Certification and Watch-keeping
IMDG	International Maritime Dangerous Goods Code	T-BOSIET	Tropical BOSIET
IMO	International Maritime Organisation	TEMPSC	Totally Enclosed Motor Propelled Survival Craft
IOSH	Institute of Occupational Health and Safety	TRA	Task Risk Assessment
IRATA	Industrial Rope Access Trade Association	UKCS	United Kingdom Continental Shelf
		VHF	Very High Frequency



Training Centre locations

1

Marine Training Centre
North Esplanade East
Aberdeen AB11 5QD
Scotland

3

Montrose Fire and Emergency Response Training Centre
Forties Road, Montrose
Angus DD10 9ET
Scotland

2

Altens Survival Training Centre,
Blackness Avenue, Altens
Aberdeen AB12 3PG
Scotland

4

Emergency Response Service Centre
Marine House, Blaikies Quay
Aberdeen AB11 5EZ
Scotland

Survival



Survival training in the hands of experts

Petrofac Training Services has been delivering survival training to the oil and gas industry since 1979 through our legacy company RGIT Montrose, and has played a key role in the development and ongoing refinement of many of the industry's recognised standards used today.

Quality and safety is at the heart of our training operations. Our highly experienced team of instructors, divers and support personnel provide realistic and challenging training in a controlled environment from our state-of-the-art pools and training facilities in Altens, Aberdeen.

Survival training is essential for all individuals wishing to travel offshore via helicopter and provides delegates with a range of important survival tools.

If you are undertaking survival training for the first time but are unsure which course is appropriate for you, see our guide.

Basic Offshore Safety Induction and Emergency Training (BOSIET)

This three-day course is the best choice for new delegates who have never undertaken survival training before or for delegates who have allowed their original certification to expire. It is valid for working in the UKCS and can be upgraded for working in Norway by completing the Escape System Training. The BOSIET certificate is valid for four years.

Universal Basic Survival

This is a three-day basic course similar to the BOSIET but appropriate for all delegates who know that they will be working in other European sectors including Norway. The Universal Basic Survival is relevant for delegates who have not undertaken training before or who have allowed their certification to expire.

Further Offshore Emergency Training (FOET)

This one-day course can be undertaken by individuals who have an in-date valid BOSIET certificate. The FOET certificate revalidates the BOSIET certificate for a further four years for the UKCS.

Universal Refresher Survival

This one-day course revalidates the Universal Basic Survival certificate for all delegates working in the UKCS and other sectors including Norway, and is valid for four years.

Escape System Training

This course meets the additional training requirements for holders of BOSIET or FOET certificates who require to work offshore in Norway.

Other courses

We design and deliver bespoke courses to meet the survival training requirements of a range of working environments. Please contact us with your specific requirements by calling 0845 606 2 909.

Basic Offshore Safety Induction and Emergency Training (BOSIET)

3 days

Price: £725.00 | Fees: £25.00 | Total: £750.00 | Code: MS00191UKPTL

Course overview

This course is designed to provide delegates with a basic knowledge of safety and emergency response procedures for working in the UK sector of the North Sea.

Course structure

Delegates will gain a basic level of understanding and awareness of the hazards encountered when working on offshore installations, as well as the safety regime and safety management systems in place to control and mitigate those hazards.

The course is a mix of theoretical and practical sessions, during which delegates will be required to demonstrate their level of knowledge and understanding of the training programme content.

Course content

The syllabus focuses on:

- basic safety induction
- Emergency Breathing Systems (EBS)
- fire fighting and self rescue
- helicopter safety and escape
- sea survival
- survival first aid

Prerequisites

Delegates must be at least 16 years of age.

Target audience

All personnel employed on an offshore installation or seeking employment in the UKCS.

Certification

An OPITO-approved BOSIET certificate will be issued on successful completion of the course.

Revalidation

Every four years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear and a towel. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Further Offshore Emergency Training (FOET)

1 day

Price: £435.00 | Fees: £25.00 | Total: £460.00 | Code: MS00103UKPTL

Course overview

This course is designed to meet further emergency training requirements for oil & gas industry personnel. Delegates will be required to demonstrate their level of knowledge and understanding of the training course content.

Course structure

Delegates will be given further training to enhance and complement their existing knowledge of the hazards encountered when working on offshore installations. The course forms part of their ongoing emergency training programme.

Course content

The syllabus focuses on:

- helicopter safety and escape - actions to be taken in the event of a helicopter emergency, including operation and use of Emergency Breathing Systems (EBS)
- fire fighting and self-rescue - operation of handheld portable fire extinguishers and use of respiratory protective equipment
- emergency first aid

Prerequisites

Delegates must have an in-date BOSIET/T-BOSIET or FOET/T-FOET certificate.

Target audience

Delegates who have attended a BOSIET course and wish to maintain their current certification for working in the UKCS.

Certification

An OPITO-approved FOET certificate will be issued on successful completion of the course.

Revalidation

Every four years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear and a towel. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run daily.

Universal Basic Survival

3 days

Price: £780.00 | Fees: £25.00 | Total: £805.00 | Code: MS0U200UKPTL

Course overview

This course is designed to provide delegates with a basic knowledge of safety and emergency response procedures for working in the UK and other European sectors.

Course structure

Delegates will gain a basic level of understanding and awareness of the hazards encountered when working on offshore installations, as well as the safety regime and safety management systems in place to control and mitigate those hazards. The course is a mix of theoretical and practical sessions. Delegates will be required to demonstrate their level of knowledge and understanding of the training programme content.

Course content

The syllabus focuses on:

- basic safety induction
- Emergency Breathing Systems (EBS)
- firefighting and self rescue
- helicopter safety and escape
- sea survival
- first aid
- escape systems

Prerequisites

Delegates must be at least 16 years of age.

Target audience

Personnel requiring certification to allow them to work in the UK and other European sectors.

Certification

An OPITO-approved BOSIET certificate and an Escape Systems Training certificate, will be issued on successful completion of the course.

Revalidation

Every four years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear and a towel. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Universal Refresher Survival

1 day

Price: £490.00 | Fees: £25.00 | Total: £515.00 | Code: MS0U201UKPTL

Course overview

This course is designed to provide delegates employed on offshore installations in the UK and other sectors with refresher/further training in emergency response.

Course structure

Delegates will undertake refresher training to enhance and complement their existing knowledge of the hazards encountered when working on offshore installations. This course forms part of their ongoing emergency training programme. The course is a mix of both theoretical and practical sessions, and delegates will be required to demonstrate their level of knowledge and understanding of the training programme content.

Course content

The syllabus focuses on:

- Emergency Breathing Systems (EBS)
- firefighting and self rescue
- helicopter safety and escape
- sea survival
- first aid
- escape systems

Prerequisites

Delegates must hold an in-date BOSIET/FOET certificate or equivalent.

Target audience

Delegates who have attended basic training and wish to maintain current certification for the UK and other European sectors.

Certification

An OPITO-approved FOET certificate together with an Escape System Training certificate will be issued on successful completion of the course.

Revalidation

Every four years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear and a towel. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run daily.

Helicopter Underwater Escape Training (HUET)

6 1/2 hours

Price: £275.00 | Fees: £25.00 | Total: £300.00 | Code: MS00182UKPTL

Course overview

This course is designed to provide personnel who travel by helicopter with an understanding of helicopter escape procedures and, in particular, action to be taken to evacuate or escape from a ditched/capsized helicopter.

Course structure

Delegates are introduced to HUET training in a theoretical manner which is supplemented by demonstration and delegate participation.

Course content

The syllabus focuses on:

- action prior to ditching
- actions following simulated ditching including submersion and inversion of helicopter
- deployment and operation of Emergency Breathing Systems (EBS)
- helicopter emergency procedures

Prerequisites

Delegates must be at least 16 years of age.

Target audience

Personnel who travel by helicopter over water. It is also suitable for personnel who have undertaken survival training which did not include HUET.

Certification

An OPITO-approved HUET certificate will be issued on successful completion of the course.

Revalidation

Every four years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear and a towel. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run weekly and on request.

Escape System Training

2 hours

Price: £120.00 | Fees: £0.00 | Total: £120.00 | Code: MS00200UKPTL

Course overview

This course is designed to provide training in the principals and operation of escape systems.

Course structure

Delegates will gain an understanding of the design, features, deployment and use of a typical escape system. The training consists of a theory session followed by a demonstration and delegate practice in the use of the escape system.

Course content

The syllabus focuses on:

- introduction to escape system
- procedures for deployment
- method of descent
- escape system practical exercise

Prerequisites

None.

Target audience

Delegates who currently hold BOSIET/FOET certification or equivalent and who are required to work offshore in the Norwegian sector.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Every four years in conjunction with existing BOSIET/FOET certification.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear and a towel. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run weekly and on request.

OPITO Compressed Air EBS Initial Deployment Training

2 hours

Price: £80.00 | Fees: £0.00 | Total: £80.00 | Code: MS00190UKPTL

Course overview

This course provides the delegate with knowledge and understanding of the particular hazards and properties of a Compressed Air Emergency Breathing System (CA-EBS) and appropriate emergency response actions to take should the requirement for emergency use arise.

Course structure

The course will consist of a series of explanations and demonstrations which will identify what they need to know and do. This will be followed by practical exercises which will allow delegates to demonstrate their knowledge and understanding and emergency response skills.

Delegates will be assessed against the learning outcomes using direct observation and a multiple choice written test.

Course content

The syllabus focuses on:

- the fundamental differences between rebreather and CA-EBS (technology and use)
- the rationale and use of CA-EBS in helicopter emergency situations
- the hazards associated with CA-EBS
- pre-flight inspection of the lifejacket and CA-EBS
- donning the lifejacket with CA-EBS correctly, including 'buddy check'
- emergency deployment of the CA-EBS in a dry environment

Prerequisites

Delegates must possess a valid BOSIET/FOET/HUET or T-BOSIET/T-FOET/T-HUET (with EBS) certificate prior to attending the OPITO Compressed Air Emergency Breathing System (CA-EBS) Initial Deployment Training programme.

Target audience

The course is intended for personnel that are issued with CA-EBS whilst travelling to work by helicopter and who may be required to use it in the event of an emergency.

Certification

A Certificate to Fly will be issued immediately on successful completion of the course. An OPITO-approved CA-EBS Initial Deployment Training Certificate will then be sent out to the delegate and company if applicable.

Revalidation

None.

Venue

Held at Petrofac Training Services, Blackness Avenue or other suitable venue.

Items to bring

Photographic ID.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

On request.



Marine

Fast Rescue Craft Boatman

2 days

Price: £426.00 | Fees: £25.00 | Total: £451.00 | Code: MR00101UKPTL

Course overview

This course is designed to meet the fast rescue craft boatman training and development requirements for Emergency Response and Rescue Vessel (ERRV) crew-members.

Course structure

The course is a combination of theoretical and practical sessions; and delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- assisting in the preparation, launch and recovery of the FRC
- assisting in the rescuing and recovering of a casualty
- assessment and treatment of casualty's injuries
- basic boat handling and use of communication equipment
- towing operations

Prerequisites

Delegates must hold an OPITO certificate in Initial Training and Shipboard Operations and have three months sea time.

Target audience

Crew-members on board Emergency Response and Rescue Vessels.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Valid for three years and revalidated through the Ongoing Onboard Training Programme at sea.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

A change of clothing. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Fast Rescue Craft Coxswain

4 1/2 days

Price: £935.00 | Fees: £25.00 | Total: £960.00 | Code: MR00102UKPT

Course overview

This course is designed to meet the initial fast rescue craft coxswain training and development requirements for Emergency Response and Rescue Vessel (ERRV) crew-members.

Course structure

The course is a combination of theoretical and practical sessions; and delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- launching and release of FRC
- preparation of FRC
- recovering an FRC
- rescuing and recovering a casualty
- righting a capsized FRC

Prerequisites

Attendance on this training course is open to delegates who have a valid OPITO Initial Shipboard Operations training certificate, a valid OPITO ERV Crew FRC Boatman certificate and who have three months sea service as an FRC boatman.

Target audience

This course is intended to meet the initial emergency response training requirements for an FRC coxswain.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Valid for three years and revalidated through the Ongoing Onboard Training Programme at sea.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

A change of clothing, swimwear and a towel. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Daughtercraft Coxswain

5 days

Price: £1408.00 | Fees: £25.00 | Total: £1433.00 | Code: MR00103UKPTL

Course overview

This course is designed to meet the daughtercraft coxswain training and development requirements for Emergency Response and Rescue Vessel (ERRV) crew-members.

Course structure

The course is a combination of theoretical and practical sessions. Delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- daughtercraft handling techniques
- international regulations for the prevention of collision at sea
- introduction to chartwork, buoyage, chart symbols and abbreviations
- preparation, launch and recovery of the daughtercraft
- use of navigation aids such as Radar, GPS and VHF Radio

Prerequisites

Delegates must hold an OPITO Fast Rescue Craft Coxswain certificate and have three months sea time as a fast rescue craft coxswain and complete a pre-course learning pack. Delegates must also achieve a pass mark of 80% in an initial assessment at course commencement.

Target audience

This course is designed to meet the training requirements for a stand-by vessel daughtercraft coxswain.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Valid for three years and revalidated through the Ongoing Onboard Training Programme at sea.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Pre-course learning material. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Command and Control for Masters and Mates

4½ days

Price: £2779.00 | Fees: £25.00 | Total: £2804.00 | Code: MR00104UKPTL

Course overview

This course is designed to meet the onshore training, development and assessment requirements for Command and Control for Masters and Mates of Emergency Response and Rescue Vessels (ERRVs).

Course structure

The course consists of a series of lectures, discussion and practical exercises using computer-generated scenarios.

Course content

The syllabus focuses on:

- assessing situations
- dealing with stress in self and others
- delegating authority to act
- establishing and maintaining communication
- managing self and team performance
- maintaining a state of readiness
- taking effective action

Prerequisites

Attendance on this training course is open to delegates who are in possession of appropriate deck officer qualifications in accordance with flag state requirements and who hold an OPITO Initial Training Shipboard Operations certificate.

Target audience

Masters and mates of ERRV's.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Valid for three years and revalidated through the Onboard Ongoing Training Programme at sea.

Venue

Held at Petrofac Training Services, Altens, Aberdeen on day one; and Marine Operations Centre, Aberdeen Harbour, Aberdeen for the rest of the course.

Items to bring

Pre-course learning material. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Initial Training for Shipboard Operations

5 days

Price: £658.00 | Fees: £25.00 | Total: £683.00 | Code: MR00105UKPTL

Course overview

This course is designed to meet the initial training and assessment requirements for all Emergency Response and Rescue Vessel (ERRV) crew-members.

Course structure

The course is a combination of theoretical and practical sessions. Delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- assisting in the preparation of deck rescue equipment including the launch and recovery of the FRC
- assisting in the use of rescue equipment, stretchers and communication systems
- assisting with the receiving, assessing, treating, caring and transferring of casualties
- use and wearing of personal protective equipment

Prerequisites

None.

Target audience

Aimed at personnel working aboard ERRVs.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Valid for three years and revalidated through the Ongoing Onboard Training Programme at sea.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Advanced Medical Aid

5 days

Price: £616.00 | Fees: £25.00 | Total: £641.00 | Code: MR00106UKPTL

Course overview

This course is designed to meet the advanced medical aid training requirements for Emergency Response and Rescue Vessel (ERRV) crew-members.

Course structure

Delegates will be given the opportunity to demonstrate their knowledge, skills and understanding required to meet the emergency response training and assessment requirements for a standby vessel's advanced medical aider.

Course content

The syllabus focuses on:

- the role and function of the ERRV advanced medical aider
- maintaining a state of readiness
- preparing to receive casualties
- receiving and treating casualties

Prerequisites

Attendance on this training course is only open to delegates who are in possession of an OPITO Initial Training Shipboard Operation certificate.

Target audience

Advanced medical aiders on ERRVs.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Valid for two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Advanced Medical Aid Further Training

2 days

Price: £420.00 | Fees: £25.00 | Total: £445.00 | Code: MR00107UKPTL

Course overview

This course is designed to meet the advanced medical aid further training requirements for Emergency Response and Rescue Vessel (ERRV) crew-members.

Course structure

Delegates will be given the opportunity to demonstrate their knowledge, skills and understanding required to meet the emergency response training and assessment requirements for an ERRV advanced medical aider.

Course content

The syllabus focuses on:

- the role and function of the ERRV advanced medical aider
- maintaining a state of readiness
- preparing to receive casualties
- receiving and treating casualties

Prerequisites

Attendance on this training course is only open to delegates who are in possession of an Advanced Medical Aid certificate.

Target audience

Advanced medical aiders on ERRVs.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Valid for two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Offshore Lifeboat Coxswain Freefall

4 days

Price: £4109.00 | Fees: £25.00 | Total: £4134.00 | Code: MR00196UKPTL

Course overview

The aim of this course is to provide delegates who have a current offshore survival training certificate with sufficient training to enable them to act as coxswain of freefall lifeboats.

Course structure

The delegates will use theory, demonstration, practice and assessments to gain a basic level of understanding and awareness. During the training, delegates will be required to demonstrate their level of knowledge and understanding of the training programme content. Formal assessment will be used to ascertain the candidate's competence.

Course content

The syllabus focuses on:

- coxswains' roles and responsibilities
- craft handling, recovery of persons from water, use of controls, steering craft, launch and recovery
- moving the Totally Enclosed Motor Propelled Survival Craft (TEMPSC) to a safe area
- Preparing craft for evacuation
- towing and pacing
- use of compass
- use of radio, pyrotechnics and emergency equipment

Prerequisites

This programme is open to candidates who are in possession of either a current BOSIET or FOET certificate, or suitable alternative certification (see Survival section for details).

Target audience

This programme is designed to meet the initial training and assessment requirements for offshore lifeboat coxswains.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessments.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Offshore Lifeboat Coxswain - Further Practice: Freefall

11/2 days

Price: £1732.00 | Fees: £25.00 | Total: £1757.00 | Code: MR00296UKPTL

Course overview

The aim of this course is to allow Offshore Lifeboat Coxswains the opportunity to demonstrate the knowledge and actions they are required to take as a freefall lifeboat coxswain, that cannot reasonably be practised offshore.

Course structure

The course consists of an initial knowledge assessment, then practical assessments using a freefall lifeboat. Remedial training can be given within the allotted time.

Course content

The syllabus focuses on:

- disembarking and transferring of personnel from the TEMPSC
- launching the TEMPSC
- maintaining communications
- maintaining safety of personnel and the TEMPSC
- moving the TEMPSC to a safe area

Prerequisites

Attendance on this programme is open to delegates who are preferably in possession of a current BOSIET certificate and current Offshore Lifeboat Coxswain TEMPSC or suitable alternative certification. However, a minimum requirement is that the delegate has previously undertaken offshore lifeboat coxswain training within the period defined by the Oil & Gas UK Guidelines for the Management of Competence and Emergency Training.

Target audience

Delegates who have previously attended an Offshore Lifeboat Coxswains course and wish to maintain current certification.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Offshore Lifeboat Coxswain Twinfall

4 days

Price: **£999.00** | Fees: **£25.00** | Total: **£1024.00** | Code: **MR00203UKPTL**

Course overview

The aim of this course is to provide delegates who have a current offshore survival training certificate with sufficient training to enable them to act as coxswains of twinfall lifeboats.

Course structure

The delegates will use theory, demonstration, practice and assessments to gain a basic level of understanding and awareness of the areas outlined above. During the training, delegates will be required to demonstrate their level of knowledge and understanding of the training programme content. Formal assessment will be used to ascertain the delegate's competence.

Course Content

The syllabus focuses on:

- coxswains' roles and responsibilities
- craft handling, recovery of persons from water, use of controls, steering craft, launch and recovery
- moving the TEMPSC to a safe area
- preparing craft for evacuation
- towing and pacing
- use of compass
- use of radio, pyrotechnics and emergency equipment

Prerequisites

This programme is open to delegates who are in possession of either a current BOSIET or FOET certificate or suitable alternative certification (see Survival Section for details).

Target audience

This programme is designed to meet the initial training and assessment requirements for offshore lifeboat coxswains.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessments.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Offshore Lifeboat Coxswain - Further Practice: Twinfall

11/2 days

Price: £445.00 | Fees: £25.00 | Total: £470.00 | Code: MR00207UKPTL

Course overview

The aim of this course is to allow offshore lifeboat coxswains the opportunity to demonstrate the knowledge and actions they are required to take as twinfall lifeboat coxswains that cannot reasonably be practised offshore.

Course structure

The course consists of an initial knowledge assessment, then practical assessment using the lifeboats.

Course content

The syllabus focuses on:

- disembarking and transferring of personnel from the TEMPSC
- launching the TEMPSC
- maintaining communications
- maintaining safety of personnel and the TEMPSC
- moving the TEMPSC to a safe area

Prerequisites

Attendance on this programme is open to delegates who are preferably in possession of a current BOSIET certificate and current Offshore Lifeboat Coxswain TEMPSC or suitable alternative certification.

However, a minimum requirement is that the delegate has previously undertaken offshore lifeboat coxswain training within the period defined by the Oil & Gas UK Guidelines for the Management of Competence and Emergency Training.

Target audience

Offshore Lifeboat Coxswains who wish to maintain current certification.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Offshore Lifeboat Coxswain: Supplementary Fall Training

4 hours

Price: £108.00 | Fees: £0.00 | Total: £108.00 | Code: MR00223UKPTL

Course overview

This course is designed to train and assess existing certified coxswains in different types of fall systems, other than freefall.

Course structure

The course is conducted on board the TEMPSC and is a combination of theoretical and practical demonstration and practice followed by competence assessment. The programme can be undertaken consecutively with initial or further practice programmes or at any time during the validity period of the current certificate.

Course content

The syllabus focuses on:

- boarding the TEMPSC
- launching the TEMPSC
- preparing the TEMPSC
- preparing to launch
- recovering the TEMPSC

Prerequisites

Attendance on this training course is open to delegates who are preferably in possession of a current BOSIET certificate and either a current Offshore Lifeboat Coxswain (TEMPSC) certificate or equivalent recognised certification. However, a minimum requirement is that the delegate has previously undertaken offshore lifeboat coxswain training.

Target audience

Offshore TEMPSC coxswains who require training in a different launch system excluding freefall.

Certification

An OPITO-approved certificate will be awarded to delegates who successfully complete the training and assessment.

Revalidation

In accordance with existing coxswain certification.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Medical First Aid

4 days

Price: £557.00 | Fees: £0.00 | Total: £557.00 | Code: MR00111UKPTL

Course overview

This course is intended for seafarers who are designated to provide medical first aid on board ship, in accordance with regulation VI/4(1-3) of the STCW Code.

Course structure

The course is a combination of theoretical and practical sessions. Delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- appreciation of body structure and functions
- general principles relating to pharmacology
- principles for dealing with accidents or other medical emergencies using available equipment and medical guidelines

Prerequisites

Delegates must be at least 16 years of age.

Target audience

Personnel who will be required to supply immediate first aid in the event of an accident or illness on board.

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training and assessment.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Discharge book, or other document with unique number, e.g. passport, in order to personalise the certificate. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Proficiency in Medical Care

5 days

Price: £616.00 | Fees: £0.00 | Total: £616.00 | Code: MR00112UKPTL

Course overview

This course is intended for seafarers who are designated to take charge of medical care on board ship, in accordance with Regulation V1/4(4-6) of the STCW Code.

Course structure

The course is a combination of theoretical and practical sessions. Delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- participation in co-ordinated schemes for medical assistance to ships
- providing medical care to the sick and injured while they remain on board
- the diagnosis of medical problems on board ship

Prerequisites

Before commencing training candidates must:

- be at least 16 years of age
- have completed training in Medical First Aid

Target audience

Personnel who will take charge of medical care on board ship.

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training and assessment.

Revalidation

Refresher training must be undertaken every five years for masters and designated person in charge of medical care on UK or EU flag vessels.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Discharge book, or other document with unique number, e.g. passport, in order to personalise the certificate. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Updating Proficiency in Medical Care

3 days

Price: £445.00 | Fees: £0.00 | Total: £445.00 | Code: MR00121UKPTL

Course overview

This course is intended for the master and any other person in charge of medical care on a UK flag vessel, in accordance with Regulation V1/4(4-6) of the STCW Code.

Course structure

The course is a combination of theoretical and practical sessions. Delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- participation in co-ordinated schemes for medical assistance to ships
- providing medical care to the sick and injured while they remain on board
- the diagnosis of medical problems on board ship

Prerequisites

Every candidate for a certificate of updated proficiency for persons in charge of medical care on board ship shall have received approved or recognised training in Proficiency in Medical Care on Board Ship (in accordance with Section A-V1/4-2 of the STCW Code) or hold a Certificate of Updated Proficiency in Medical Care On Board Ship

Target audience

Personnel who will take charge of medical care on board ship, on a UK registered vessel.

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training and assessment.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Discharge book, or other document with unique number, e.g. passport, in order to personalise the certificate. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Medical First Aid Conversion

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: MR00110UKPTL

Course overview

This course is intended for delegates holding the OPITO Initial Training Shipboard Operations Certificate or OPITO Advanced Medical Aid Certificate and wish to convert it to an STCW Medical First Aid course in accordance with Regulation V1/4(1-3) of the STCW Code.

Course structure

The course is a combination of theoretical and practical sessions. Delegates are assessed continuously during the course.

Course content

The syllabus focuses on:

- appreciation of body structure and functions
- general principles relating to pharmacology
- principles for dealing with accidents or other medical emergencies using available equipment and medical guidelines

Prerequisites

Before commencing training delegates must:

- be at least 16 years of age
- have successfully completed a programme of Initial Training in Shipboard Operations for Standby Vessel Crew or Standby Vessel Crew Advanced Medical Aid approved by OPITO within the preceding five years

Target audience

Personnel who will be required to supply immediate first aid in the event of an accident or illness on board.

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training and assessment.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Discharge book, or other document with unique number, e.g. passport, in order to personalise the certificate. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Proficiency in Fast Rescue Boats (FRB)

3 days

Price: £575.00 | Fees: £0.00 | Total: £575.00 | Code: MR00108UKPTL

Course overview

This course is designed to give delegates knowledge in all aspects of rescue, handling, manoeuvring and driving their craft in various conditions and situations and in righting after capsizing.

Course structure

This course is structured to Marine Navy Training Board (MNTB) guidelines. Instruction is progressive with alternating theory and practical sessions involving the preparation and launching of fast rescue boats and their handling in the water.

Course content

The syllabus focuses on:

- capsizing reversal procedure
- casualty recovery
- emergency response
- FRB operation
- launch and recovery
- search and rescue
- towing survival craft, helicopter operations, self rescue
- use of onboard equipment

Prerequisites

- certificate of proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats (STCW Regulation VI/2, paragraph 1) or
- UK-approved Lifeboatman certificate or other national equivalent

Target audience

Seafarers required to take charge of an FRB in emergency situations during and after launch, in accordance with:

- Regulation VI/2 of the Annex to the STCW Convention and Section A-VI/2 of the STCW code
- the Merchant Shipping (Training and Certification) regulations 1997

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training.

Revalidation

Updating training to be undertaken every five years.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen. Training on location on board the parent vessel can be carried out, subject to the approval of the MCA.

Items to bring

Seafarers discharge book, evidence of prerequisites, gloves, towel and swimwear. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Updating Proficiency in Fast Rescue Boats Route 2

1 day

Price: £295.00 | Fees: £0.00 | Total: £295.00 | Code: MR00108AUKPTL

Course overview

The aim of this course is to allow seafarers who have previously been assessed as competent to take charge of a ship-borne fast rescue boat, the opportunity to demonstrate they have retained the knowledge and skills of a fast rescue boat coxswain that cannot reasonably be practiced on board a ship as per STCW 2010 Manila Amendments (STCW Section A-VI/2-2).

Course structure

The course is structured to MNTB guidelines. It will consist of practical assessments using fast rescue boats and participation in a fast rescue boat capsized recovery drill.

Course content

The syllabus focuses on:

- being able to take charge of launching and recovery of a fast rescue boat and how to prevent and manage capsized situations

Prerequisites

A Proficiency in Fast Rescue Boats certificate (STCW Section A-VI/2-2).

Target audience

Seafarers holding an existing PFB qualification who have not undergone the required updating training onboard ship and wish to undertake the full updating training at an MCA approved training centre.

Certification

An MCA approved STCW certificate of proficiency will be issued to delegates who successfully complete the training.

Revalidation

Qualified seafarers are required to complete this updated proficiency training course every five years to maintain proficiency under the STCW 2010 Manila Amendments.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Seafarers discharge book, evidence of prerequisites, towel and swimwear. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Proficiency in Survival Craft and Rescue Boats (other than Fast Rescue Boats)

5 days

Price: £611.00 | Fees: £0.00 | Total: £611.00 | Code: MR00218UKPTL

Course overview

This course is designed to give delegates knowledge of the construction and function of different types of survival craft, rescue boats and associated equipment. It is approved by the UK MCA.

Course structure

The course is a mixture of practical and theoretical sessions followed by formal, oral and practical assessment.

Course content

The syllabus focuses on:

- physiology
- recovery of personnel from the water
- rigging and use of life-saving appliances, including electronic aids
- search and rescue organisation and procedures
- ship emergency situations
- use of open lifeboats, totally enclosed lifeboats, rescue boats and davit launched liferafts

Prerequisites

To attend this course, delegates must be at least 16 years of age and have undergone approved or recognised training in personal survival techniques or basic sea survival.

Target audience

Seafarers who are required to take charge of a survival craft or rescue boat in emergency situations during and after launch.

Certification

For the issue of a certificate, delegates must be at least 18 years of age, meet the standard of competence in Section A-V1/2 of the STCW Code, successfully complete approved training as described in the MNTB guidelines, and have approved sea service of not less than six months.

Revalidation

Updating training to be undertaken every five years.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Discharge book, or other document with unique number (e.g. passport), proof of sea service, proof of attendance on a PST or BSS course. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Updating Proficiency in Survival Craft and Rescue Boats (other than Fast Rescue Boats) Route 2

1 day

Price: £235.00 | Fees: £0.00 | Total: £235.00 | Code: MR00218AUKPTL

Course overview

The aim of this course is to allow seafarers who have previously been assessed as competent to take charge of a ship-borne survival craft or rescue boat the opportunity to demonstrate they have retained the knowledge and skills of a lifeboat coxswain that cannot reasonably be practiced onboard ship as per STCW 2010 Manila Amendments (STCW Section A-VI/2).

Course structure

The course is structured to MNTB guidelines. Comprising theory and practical sessions where candidates are required to undertake practical drills in launching and handling life boats, rescue boats and liferafts.

Course content

The syllabus focuses on:

- dangers associated with the use of off-load and on-load release devices
- the correct operation of off-load and on-load release devices
- the correct operation of fall prevention/secondary safety devices or their equivalent
- safely operate a survival craft engine
- safely take charge of a survival craft or rescue boat during and after launch
- prepare and safely launch survival craft and clear the ship's side quickly
- safely manage survivors and survival craft after abandoning ship
- rig and use locating devices
- apply first aid to survivors and describe the management of injured persons

Prerequisites

A Proficiency in Survival Craft and Rescue Boats (other than fast rescue boats) (STCW Section A-VI/2) certificate, or equivalent.

Target audience

Seafarers holding an existing PSCRB qualification who have not undergone the required updating training onboard ship and wish to undertake the full updating training at an MCA approved training centre.

Certification

A MCA approved STCW certificate of proficiency will be issued to delegates who successfully complete the training.

Revalidation

Qualified seafarers are required to complete this updated proficiency training course every five years to maintain proficiency under the STCW 2010 Manila Amendments (STCW Section A-VI/2).

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Seafarers discharge book, evidence of prerequisites, towel and swimwear. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

STCW Basic Training

5 days

Price: £982.00 | Fees: £0.00 | Total: £982.00 | Code: MR00141UKPTL

Course overview

This course is designed to meet the basic training requirements for all persons intending to go to sea on merchant and fishing vessels and complies with STCW '95 A-V1/1-1 to 1-4.

Course structure

The course consists of theoretical and practical sessions with continued assessment throughout.

Course content

The syllabus focuses on:

- elementary first aid
- fire prevention and fire fighting
- personal safety and social responsibilities
- personal survival techniques

Prerequisites

None.

Target audience

Seafarers requiring basic training before going to sea.

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training and assessment.

Revalidation

Updating training to be undertaken every five years.

Venue

Course commences at Petrofac Training Services, Forties Road, Montrose and concludes at Petrofac Training Services, Blackness Avenue, Altens, Aberdeen.

Items to bring

Discharge book or other document with unique number (e.g. NI number). Swimwear, towel and a change of clothing required for day four. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Updating Personal Survival Techniques (Route 1)

1/2 day

Price: £135.00 | Fees: £0.00 | Total: £135.00 | Code: MR00216AUKPTL

Course overview

The aim of this course is to allow seafarers who have previously been assessed as competent to hold a personal survival techniques certificate the opportunity to demonstrate they have retained the knowledge as per STCW 2010 Manila Amendments (STCW Section A-VI/1-1).

Course structure

The course is structured to MNTB guidelines. Comprising theory and practical sessions where candidates are required to undertake practical drills in a Training Pool using marine lifejackets and liferafts.

Course content

The syllabus focuses on:

- donning a lifejacket
- boarding a survival craft from the ship while wearing a lifejacket
- take initial actions on boarding a lifeboat to enhance chance of survival
- stream a lifeboat drogue or sea anchor
- operate survival craft equipment and operate location devices including radio equipment

Prerequisites

A Certificate in Basic Training (STCW Section A-VI/1-1 to 4) or Personal Survival Techniques (STCW Section A-VI/1-1) and have the signed self declaration form or evidence of 6 months approved seetime prior to 1st August 1998 and were exempt from basic safety courses.

Target audience

Seafarers who hold an existing personal survival techniques (PST) certificate are required to complete this updating training course to maintain proficiency under the STCW 2010 Manila Amendments (STCW Section A-VI/1 & table A-VI/1-1).

Certification

An MCA approved STCW certificate of proficiency will be issued to delegates who successfully complete the training.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Blackness Avenue, Altens, Aberdeen.

Items to bring

Seafarers discharge book, evidence of prerequisites, towel and swimwear. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

To be announced.

GMDSS - General Operator (GOC)

9 days

Price: £1124.00 | Fees: £160.00 | Total: £1284.00 | Code: MR00113UKPTL

Course overview

This course is designed to provide delegates with the level of knowledge needed to be competent in the use of VHF/HF/MF radiotelephony, telex, satellite procedures and equipment used commercially in the GMDSS.

Course structure

The course consists of both written and practical examinations assessed by an external examiner.

Course content

The syllabus focuses on:

- detailed working knowledge of the equipment
- general knowledge of VHF/HF/MF satellite radio-telephony/telex procedures in the maritime mobile service
- operational procedures of the GMDSS and detailed practical operation of all sub-systems and equipment

Prerequisites

Candidates must be 18 years of age or over. Course notes will be sent to delegates on application.

Target audience

Deck officers operating on vessels required to be fitted with GMDSS equipment.

Certification

Successful candidates will be issued with a GOC licence by AMERC on behalf of the MCA.

Revalidation

Tickets are revalidated when master/mates tickets are revalidated at the normal five-year period through the MCA.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Discharge book, or other document with unique number, e.g. passport, in order to personalise the certificate, and two passport photographs. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

GMDSS - Restricted Operator (ROC)

3 days

Price: £592.00 | Fees: £140.00 | Total: £732.00 | Code: MR00114UKPTL

Course overview

This course is designed to provide delegates with the level of knowledge needed to be competent in the use of VHF radiotelephony procedures and equipment used commercially in the GMDSS.

Course structure

The course consists of both written and practical examinations assessed by an external examiner.

Course content

The syllabus focuses on:

- detailed working knowledge of the equipment
- general knowledge of VHF radiotelephony procedures in the maritime mobile service
- operational procedures of the GMDSS and detailed practical operation of all sub-systems and equipment

Prerequisites

Candidates must be 18 years of age or over. Course notes will be sent to delegates on application.

Target audience

Deck officers operating on vessels required to be fitted with GMDSS equipment.

Certification

Successful candidates will be issued with a ROC licence by AMERC on behalf of the MCA.

Revalidation

Tickets are revalidated when master/mates tickets are revalidated at the normal five-year period through the MCA.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Discharge book, or other document with unique number, e.g. passport, in order to personalise the certificate, and two passport photographs. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

GMDSS - Short Range Certificate

1/2 day (exam day)

Price: £161.00 | Fees: £30.00 | Total: £191.00 | Code: MR00119UKPTL

Course overview

This course is designed to provide delegates with the level of knowledge needed to be competent in the use of VHF radiotelephony procedures and equipment used in GMDSS.

Course structure

The course consists of an online learning package and a half day practical and theory exam, assessment results are forwarded to the Royal Yachting Association (RYA) who issue a short range certificate. After enrolling the online tutor will contact delegates by e-mail with access details to the RYA learning portal, a RYA learning pack and application form will also be sent out by post.

Course content

The syllabus focuses on:

- detailed working knowledge of radio equipment
- general knowledge of VHF radiotelephone communications in the maritime mobile service
- operational procedures of the GMDSS and detailed practical operations of GMDSS sub-systems and equipment
- operational procedures and regulations for VHF radiotelephony communications

Prerequisites

None, although the online learning element must be completed at least seven days prior to attending for the practical exam.

Target audience

Personnel using non-compulsory fitted GMDSS short-range equipment.

Certification

An RYA certificate of competence will be issued to those delegates who achieve the required standard.

Revalidation

Not applicable.

Venue

Practical exams will be held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Completed RYA SRC pack, one passport photograph and photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to commencement of exam element.

Dates

On request.

Civil Aviation Authority (CAA) Offshore Operator

2 days

Price: £338.00 | Fees: £35.00 | Total: £373.00 | Code: MR00130UKPTL

Course overview

This course is designed to provide delegates with the level of knowledge needed to be competent in the use of VHF air band telephony procedures for offshore operators.

Course structure

The course consists of a theory session followed by a practical and written examination.

Course content

The syllabus focuses on:

- abbreviations used in aircraft communications
- background of organisation of call signs and stations
- basic operating procedures in the air band
- definition of terms used in aircraft communications
- distress and urgency procedures

Prerequisites

None, although a copy of the course notes will be sent to each candidate and it is recommended that they are studied thoroughly, prior to attending the course.

Target audience

Personnel that are required to operate radios on the air band, e.g. HLOs, HDAs and standby vessel watchkeepers.

Certification

The CAA Air Safety Standards will issue a licence to those candidates who reach the required standard.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Course notes. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

High Speed Man Overboard Boat Coxswain (HSMOB)

4 days

Price: £762.00 | Fees: £0.00 | Total: £762.00 | Code: MR00167UKPTL

Course overview

This course meets the training requirements for those who will take charge of high speed man overboard boats launching from ships and installations, particularly in the Norwegian sector.

Course structure

The course consists of theory and demonstration followed by practical exercises aboard HSMOB.

Course content

The syllabus focuses on:

- all aspects of rescue and care of casualties from the water
- knowledge of communications, co-operation between installation/rig and vessel, required actions and drills, search patterns
- launch and recovery
- navigation and compass use

Prerequisites

Delegates must hold a VHF restricted operator's licence or GMDSS Short Range Certificate.

Target audience

Individuals working within the Norwegian oil sector who are required to take charge of a high speed man overboard boat (HSMOB) on installations, rigs or vessels, in emergency situations during and after launch, in accordance with OLF guidelines.

Certification

An HSMOB certificate, in accordance with OLF guidelines, will be issued on successful completion of the course.

Revalidation

A two-day refresher course must be completed every two years.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Swimwear, towel and change of clothes.
Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Freefall Passenger Training

1/2 day

Price: £405.00 | Fees: £0.00 | Total: £405.00 | Code: MR00212UKPTL

Course overview

This course is designed to familiarise delegates with evacuation procedures associated with freefall lifeboats.

Course structure

A theoretical introduction, supported by practical launches aboard the freefall lifeboat.

Course content

The syllabus focuses on:

- boat and cradle information
- launch positions and actions
- theory of abandonment

Prerequisites

Delegates must be over 16 years of age.

Target audience

Personnel who work onboard installations or ships which have a freefall lifeboat facility as a means of evacuation.

Certification

A Petrofac Training Services certificate of attendance is awarded on completion of the training.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen.

Items to bring

Coveralls, hard hat, safety boots and gloves.
Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Marine Awareness Course

1 day

Price: £434.00 | Fees: £0.00 | Total: £434.00 | Code: MR00335UKPTL

Course overview

This course is intended to refresh and update knowledge and awareness of marine operations in connection with offshore installations. The course is recognised and endorsed by the Marine Safety Forum.

Course structure

Delegates will take part in discussion and group exercises supported with a workbook. The course includes visits to an onshore supply base and aboard a PSV. A written assessment must also be completed.

Course content

The syllabus focuses on:

- bulk loading operations
- clarification of roles/responsibilities of STL/PSS/OSC
- dangerous goods
- overboard discharges
- planning, communication and contingency
- relevant standards/procedures/guidelines
- vessel types
- visit to onshore supply base and shipboard visit
- weather forecast interpretation

Prerequisites

Delegates should have an awareness of regulations and procedures relating to the transportation of dangerous goods by sea and air, radio equipment and procedures.

Delegates should also be able to demonstrate a basic understanding of weather forecasts and terminology. An understanding of crane and supply vessel working limits would also be beneficial.

Pre-course reading of the Guidelines for the Safe Management of Offshore Supply and Rig Move Operations is also recommended.

Target audience

Personnel who have responsibility for, or are engaged in, marine operations in connection with offshore installations, in particular STL/PSS/OSC/deck foremen, their reliefs and possible successors.

Certification

Petrofac Training Services approved certification will be issued to delegates who successfully complete the course and the written assessment.

Revalidation

Every three years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Practical clothing and safety footwear. Photographic ID.

Dates

On request.

Marine Safety Officers/Representatives

3 days

Price: £699.00 | Fees: £20.00 | Total: £719.00 | Code: MR00221UKPTL

Course overview

This course is designed to give delegates knowledge of the duties and responsibilities associated with carrying out the function of safety officers or safety representatives on board a vessel. A certificate of attendance will be issued on completion of the course. This course is IOSH accredited.

Course structure

The course is classroom based, consisting of theory and principles supported by simulation and role play.

Course content

The syllabus focuses on:

- accident prevention, investigation and reporting
- duties and responsibilities of the safety officer/safety representative
- health and safety legislation and regulations
- risk assessment
- safety audits and inspections
- safety management systems

Prerequisites

Delegates must be at least 18 years of age and have a minimum of 12 months sea time.

Target audience

Ship Officers who have the duties and responsibilities of safety officer, crew members elected to the position of Safety Representative, and personnel wishing to update their knowledge on shipboard safety management.

Certification

Petrofac Training Services-approved certification will be issued to delegates who successfully complete the course.

Revalidation

Not applicable.

Venue

Can be held at any Petrofac Training Services facility, or on location at a suitable venue.

Items to bring

Discharge book or other document with unique number (e.g. passport), in order to personalise the certificate. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Shipboard Security Officers

3 days

Price: £728.00 | Fees: £0.00 | Total: £728.00 | Code: MR00327UKPTL

Course overview

The course is designed to train delegates to undertake the role of shipboard security officer, meeting the requirements laid down in STCW '78, as amended, regulation V1/5 and STCW code section A-V1/5. It is certified by the UK MCA.

Course structure

The course comprises input from security specialists, case studies, assessment of understanding, role play and exercises.

Course content

The syllabus focuses on:

- assessment of security risks, threat and vulnerability
- background and legislation
- encouragement of security awareness and vigilance amongst crew
- inspection, maintenance, review and audit of implemented security measures
- the development, maintenance and supervision of a ship security plan
- the relationship/interaction between the onboard security plan and security plans operating at port facilities

Prerequisites

Delegates should have either:

- 12 months sea service or
- appropriate sea service and knowledge of ship operations

Target audience

Officers seeking certification as shipboard security officers.

Certification

MCA-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Can be held at any Petrofac Training Services facility, or on location at a suitable venue.

Items to bring

Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Certificate of Proficiency in General Purpose and Fast Rescue Boat Operations

3 days

Price: £575.00 | Fees: £0.00 | Total: £575.00 | Code: MR00120UKPTL

Course overview

This course is designed to give delegates knowledge in all aspects of rescue, handling, manoeuvring and driving their craft in various conditions and situations, and in righting after capsizes.

Course structure

The course is a combination of practical and theoretical sessions involving the preparation and launching of fast rescue boats and their handling in the water.

Course content

The syllabus focuses on:

- operating General Purpose Rescue Boat (GPRB) power and propulsion systems
- participation in operations associated with deployment of a GPRB from a mother ship or fixed unit
- participation in the rescue and care of casualties from the water
- taking charge of GPRB during and after launch and upon recovery

Prerequisites

The aim of the course is to provide general purpose rescue boat training for personnel who do not require, or do not hold the prerequisites for an STCW Certificate of Proficiency in FRB operation.

Target audience

Personnel required to operate a fast rescue boat.

Certification

Successful candidates will be issued with a Certificate of Proficiency in General Purpose/Rescue Boats.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services Quay, North Esplanade East, Aberdeen, or on location at a suitably assessed venue.

Items to bring

Gloves, towel and swimwear. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Ship Handling and Manoeuvring Simulation

Duration dependent on requirements

Price: £POR | Fees: £0.00 | Total: £POR | Code: MR00195UKPTL

Course overview

This course is intended to provide exercises in ship handling and manoeuvring. The course is simulator based and enables delegates to practice using various steering and propulsion systems and to manage emergency situations that might arise during manoeuvres such as thruster or steering gear failure. The course can be tailored to meet specific customer requirements.

Course structure

The course consists of an introduction to the bridge simulator followed by various scenarios to allow each delegate to take command.

Course content

The course content can be varied to suit specific customer requirements but can include the following:

- introduction to ship's bridge simulator and type of ship to be used
- simulation of short coastal passage
- harbour manoeuvres
- exercises involving steering gear, thruster and/or propulsion failure
- various weather and tidal conditions as well as night time can be simulated
- specific exercises requested by the customer

Prerequisites

Delegates must have previous ship handling experience.

Target audience

Primarily intended for deck officers to allow them to practice ship handling techniques that they may not be able to routinely practice aboard ship, or to gain experience in an unfamiliar steering or propulsion system.

Certification

On completion, delegates will be issued with a certificate referenced to STCW 95 Section B-I/12 Para 38 (Ship Handling and Manoeuvring Simulation).

Revalidation

None.

Venue

Held at the Marine Operations Centre, North Pier, Aberdeen Harbour, Aberdeen.

Items to bring

Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Additional course listings

In addition to the courses detailed, we can also provide the following:

Elementary First Aid	£150.00	1 day	MR00127UKPTL
Crowd Management	£POR	1/2 day	MR00241UKPTL
Passenger Safety, Cargo Safety and Hull Integrity	£143.00	1/2 day	MR00236UKPTL
Personal Safety and Social Responsibility	£143.00	1 day	MR00220UKPTL
Personal Survival Techniques (also used as Route 2 Updating PST)	£161.00	1 day	MR00216UKPTL
RYA Power Boat Level 2	£380.00	2 days	MR00117UKPTL
RYA Advanced Power Boat	£POR	4 days	MR00118UKPTL

Full descriptors for the above courses are available at www.petrofactraining.com or call **0845 606 2 909**



Fire

Offshore Emergency Response Team Member

5 days

Price: £1843.00 | Fees: £25.00 | Total: £1868.00 | Code: FT00103UKPTL

Course overview

Delegates receive intensive training in the principles of responding to an emergency as part of a team.

Course structure

The course combines theoretical elements with practical exercises and debriefs including written assessment.

Course content

The syllabus focuses on:

Theoretical

- teamwork/communication
- PPE
- fixed detection/protection
- hose handling
- breathing apparatus
- BA Control
- search and rescue
- internal firefighting
- foam/foam making equipment
- pressure vessels
- gas characteristics
- stretchers
- casualty handling
- working at height
- hazardous materials

Practical

- portable wheeled extinguisher units, hose reels
- water for protection
- breathing apparatus techniques
- casualty handling
- BA Control
- search and rescue
- internal/external firefighting involving class A, B and C fires
- foam equipment
- closed containers
- incident stabilisations including cooling and isolation, vessel cooling - flame control
- confined space rescue
- chemical incident including decontamination procedures

Prerequisites

Attendance on this training programme is open to delegates who have a valid Basic Offshore Safety Induction and Emergency Training (BOSIET) or Further Offshore Emergency Training (FOET)/T-BOSIET/T-FOET.

Target audience

The OERTM Initial Training programme is for personnel who are appointed to, or to be appointed to, the role of an Offshore Emergency Response Team Member.

Certification

OPITO-approved certification will be issued on successful completion of the course. JOIFF certification is available on request.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	08	14	04	02	06	04	01	12	03	14	12
25	15	28	18	16	20	18	08	19	17	28	
	29			30			22		24		
							29				

Further Offshore Emergency Response Team Member

2 days

Price: £667.00 | Fees: £25.00 | Total: £692.00 | Code: FT00107UKPTL

Course overview

This course is designed to update knowledge gained on the Offshore Emergency Response Team Member course and maintain the degree of competence previously achieved.

Course structure

Delegates are given demonstrations and practical exercises to demonstrate an acceptable level of competence.

Course content

The practical element of emergency response scenarios covering fire and non-fire situations.

Prerequisites

Attendance on this training programme is open to delegates who are in possession of:

- a) a valid OPITO Offshore Emergency Response Team Member certificate;
- b) a valid OPITO OERTM Further Training certificate.

Target audience

Personnel who have completed the Offshore Emergency Response Team Member course and require re-certification.

Certification

OPITO-approved certification will be issued on successful completion of the course. JOIFF certification is available on request.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	04	03	11	02	02	07	11	15	13	14	01
11	15	07	14	05	20	18	22	26	17	17	12
21	18	21		12	23	28	25	29	27	28	19
25	29	24		23			29				
		28		30							

Offshore Emergency Response Team Leader

4 days

Price: £1551.00 | Fees: £25.00 | Total: £1576.00 | Code: FT00106UKPTL

Course overview

This course provides delegates with intensive training in the principles of leading a team in an emergency.

Course structure

The course includes theoretical input and practical assessment exercises including written assessment.

Course content

The syllabus focuses on:

Theoretical

- leadership
- legislation
- stress

Practical

- assessment exercises
- mini exercises
- tabletop exercises

Prerequisites

Attendance on this training programme is open to delegates who have a valid Offshore Emergency Response Team Member Training (OERTM) certificate.

Target audience

Personnel who are appointed to, or to be appointed to, the role of an Offshore Emergency Response Team Leader.

Certification

OPITO-approved certification will be issued on successful completion of the course. JOIFF certification is available on request.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
05	02	08	12	10	14	12	02	06	04	08	13
19	16	22	26	24	28		16	20	18	22	
	23										

Further Offshore Emergency Response Team Leader

2 days

Price: £707.00 | Fees: £25.00 | Total: £732.00 | Code: FT00110UKPTL

Course overview

This course is designed to update knowledge gained on the Offshore Emergency Response Team Leader course and to maintain the degree of competence previously achieved.

Course structure

Delegates are given practical exercises to demonstrate an acceptable level of competence.

Course content

The syllabus focuses on:

- fire and non-fire elements
- refresher on legislation and roles/responsibilities
- the practical element of taking charge in emergency situations

Prerequisites

Attendance on this programme is open to delegates who are in possession of: a) a valid OPITO Offshore Emergency Response Team Leader certificate; b) a valid OPITO OERTL Further Training certificate.

Target audience

Personnel who have completed the Offshore Emergency Response Team Leader course and require re-certification.

Certification

OPITO-approved certification will be issued on successful completion of the course. JOIFF certification is available on request.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	11	14	04	19	06	04	08	01	10	03	05
14			25			21					19
25											

Offshore Emergency Response Combined Helideck (HDA/HERTM) and Team Member

6 days

Price: £2652.00 | Fees: £50.00 | Total: £2702.00 | Code: FT00105UKPTL

Course overview

This course is designed to equip the delegates with the knowledge, understanding and practise to fully understand the role for both the Helideck Emergency Response Team Member (HDA/HERTM) and Emergency Response Team Member, required to respond to both helideck and non-helideck incidents.

Course structure

The course combines theoretical input/practical sessions/debriefs to provide understanding of fire/non-fire scenarios which may need to be considered for installation and helideck specific response written assessment.

Course content

The syllabus focuses on:

Theoretical

- teamwork/communication
- PPE
- fixed detection/protection
- hose handling
- breathing apparatus
- BA control
- search and rescue
- internal fire fighting
- foam/foam making equipment
- pressure vessels
- gas characteristics
- stretchers
- casualty handling
- working at height
- hazardous materials

Practical

- portable wheeled extinguisher units, hose reels
- water for protection
- breathing apparatus techniques
- casualty handling
- BA control/search and rescue
- Internal/external firefighting involving class A, B and C fires
- foam equipment
- closed containers
- incident stabilisations including cooling and isolation, vessel cooling - flame control
- confined space rescue
- chemical incident including decontamination procedures

The syllabus focuses on: HDA HERTM Theory

- legislation

- response procedures
 - teamwork and communications
 - helideck firefighting equipment
 - breathing apparatus
 - helicopter construction
 - human factors
 - helicopter firefighting techniques
 - rescue techniques/casualty handling
 - stretchers
- HDA/HERTM Practical
- practical exercises and assessments

Prerequisites

Attendance on this training programme is open to delegates who have a valid Basic Offshore Safety Induction and Emergency Training (BOSIET) or Further Offshore Emergency Training (FOET)/T-BOSIET/T-FOET certificate.

Target audience

Personnel who are about to undertake an emergency response role with the installation Emergency Response Team and Emergency Helideck Team.

Certification

OPITO-approved Emergency Response Team Member certificate and Emergency Helideck Team Member (HDA/HERTM) certificate will be issued on successful completion of course. JOIFF certification available for Team Member element on request.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	01	07	04	09	13	11	15	05	10	07	05
18	15	21	11	23	27	25	22	26	17	21	
	22		25						31		

Further Offshore Emergency Response Combined Helideck (HDA/HERTM) and Team Member

3 days

Price: £1175.00 | Fees: £50.00 | Total: £1225.00 | Code: FT00109UKPTL

Course overview

This course is designed to update knowledge gained on both Offshore Emergency Response Team Member and Offshore Emergency Helideck Team Member courses and to confirm competencies previously achieved.

Course structure

Delegates are given instruction, demonstration and practical exercises to provide evidence of competence.

Course content

The syllabus focuses on:

Team Member element

- the practical element of emergency response scenarios covering fire and non-fire situations

Helideck Team Member element

- review of casualty handling, crash, fire and rescue techniques
- comprehensive practical scenarios

Prerequisites

Attendance on this training programme is open to delegates who have a valid Basic Offshore Safety Induction & Emergency Training (BOSIET) or Further Offshore Emergency Training (FOET)/T-BOSIET/T-FOET certificate, a valid Offshore Emergency Response Team Member certificate and a valid HDA Emergency Response Helideck Team Member (HERTM) certificate.

Target audience

Personnel who have completed both the Emergency Response Team Member and Emergency Helideck Team Member (HDA/HERTM) courses and require recertification in both.

Certification

OPITO-approved certification - Further Emergency Response Team Member certificate and Further Emergency Helideck Team Member certificate, will be issued on successful completion of the course. JOIFF certification is available for Team Member element on request.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries, and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	08	21	04	02		04	08		10	14	
	29			30			29				

HDA Offshore Helideck Assistant Initial Training

2 1/2 days

Price: £752.00 | Fees: £25.00 | Total: £777.00 | Code: HD00109UKPTL

Course overview

The aims and objectives of the HDA Initial Training Programme are to equip the delegate with the initial knowledge, understanding and skills required to perform the role of Offshore Helideck Assistant (HDA) safely and effectively.

Note: Additional training in offshore site-specific elements is required before appointment to the HDA role.

Duty Holders will need to check the statutory, regulatory and company-specific HDA training requirement for the particular region of operations, so that the HDA candidate receives all of the required training for the HDA role.

Course structure

The course is designed to provide the delegate with both theoretical and practical sessions including a written assessment.

Course content

The syllabus focuses on:

Theory

- legislation
- offshore helideck landing areas
- offshore helideck equipment and systems
- helicopter and helideck hazards
- refuelling awareness
- helideck operations and the role of HDA
- passenger and baggage handling
- DGBA awareness
- NUI's

Practical

- practical exercise practise and assessments

Prerequisites

There are no Prerequisites for the HDA Offshore Helideck Assistant Initial Training.

Target audience

Personnel who are to be appointed to the role of an Offshore HDA.

Certification

OPITO-approved certification will be issued on successful completion of the course.*

Revalidation

No expiry - refreshed by completing further HDA training (HDA Further Helideck Emergency Response Team Member).

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towels, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course: Accepted forms are government issued photographic identification, e.g. passport or driving licence

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

* **Note:** Delegates that are to be appointed as HDA's on offshore facilities must complete their Helideck Emergency Response Team Member (HERTM) training within two years of gaining their HDA initial Training certificate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04		07	25	20	06		08		17	11	14
		25									

HDA Helideck Emergency Response Team Member (HERTM) Training

4 days

Price: £1728.00 | Fees: £25.00 | Total: £1753.00 | Code: HD00104UKPTL

Course overview

The aim of the HDA Helideck Emergency Response Team Member (HERTM) Training programme is to equip Offshore Helideck Assistants with the knowledge, understanding and skills required to perform an emergency response team member role in offshore helideck and helicopter emergencies.

Course structure

Delegates are given the opportunity to demonstrate their knowledge of the role and responsibilities of an HDA Helideck Emergency Response Team Member (HERTM) and practice responding to a variety of helideck firefighting and non-firefighting emergency scenarios including written assessment.

Course content

The syllabus focuses on:

Theory

- legislation
- response procedures
- teamwork and communications
- helideck firefighting equipment
- breathing apparatus
- helicopter construction
- human factors
- helicopter firefighting techniques
- rescue techniques
- casualty handling
- stretchers

Practical

- practical exercises and assessments

Prerequisites

There are no prerequisites for the Helideck Emergency Response Team Member (HERTM) Training.

Target audience

Personnel who are currently appointed or candidate HDAs that require OPITO-certified emergency response training in helideck and helicopter emergencies as part of their overall competence requirement.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towels, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	08	14	18	16	20		08	12	10	14	19
		28									

HDA and HERTM Further Training

2 days

Price: £834.00 | Fees: £25.00 | Total: £859.00 | Code: HD00105UKPTL

Course overview

This is designed to allow the delegate HDAs the opportunity to practice and maintain the skills required when dealing with helicopter emergency response situations or incidents as members of an Offshore Helideck Emergency Response Team, in aspects of their role which they cannot reasonably practise offshore.

Course structure

Delegates are given the opportunity to demonstrate their knowledge of the role and responsibilities of a HERTM and to practice a variety of helideck firefighting and non-firefighting emergency scenarios.

Course content

The syllabus focuses on:

- HDA further theory training
- HDA further practical training in emergency response

Prerequisites

Those attending this course will require:

A valid OPITO HDA Helideck Emergency Response Team Member training certificate;
or
a valid OPITO HDA and HERTM further training certificate;
or
a valid OEHTM/OEHTM further training certificate.

Target audience

This course is designed for currently-appointed OPITO-certified HERTM/HDAs that are required to revalidate their OPITO HDA certification by refreshing and updating their knowledge and skills in aspects of their role that they cannot practice in the workplace.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every two years. Successful completion of the HDA and HERTM further training programme will revalidate OPITO HDA certification.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towels, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
07	01	10	07	09	09	11	11	12	03	17	08
28	22	17	21	16	20	25	22		20	28	12
			28						24		19
									31		

Helicopter Landing Officers (HLO) Initial Training

3 days

Price: £871.00 | Fees: £25.00 | Total: £896.00 | Code: HD00108UKPTL

Course overview

This initial training course is designed to equip the delegate with the initial knowledge, understanding and skills required to perform the role of an Offshore Helicopter Landing Officer (HLO) safely and effectively.

Note: Duty holders will need to check that statutory regulatory and company specific HLO training requirements for the particular region of operations, so that the HLO candidate receives all of the required training for the HLO role.

Course structure

The course is designed to provide both theoretical and practical sessions with a written assessment.

Course content

The syllabus focuses on:

Theory

- legislation
- helideck landing areas
- helideck equipment and systems
- helideck and helicopter hazards
- helicopter refuelling awareness
- responsibilities (including NUI)
- checks, procedures and communications
- supervision of helideck crew
- supervision of passengers
- cargo handling

Practical

- practical exercises and assessments

Prerequisites

There are no prerequisites for the HLO Initial training.

Target audience

Personnel who are to be appointed to the role of an Offshore HLO

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training services, Forties Road Montrose, or at other locations where facilities are suitable including overseas.

Items to bring

Towel and toiletries are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
13		16	11	18	08	13	22		05	02	
										30	

HLO Helideck Emergency Response Team Leader (HERTL) Training

4 days

Price: £1741.00 | Fees: £25.00 | Total: £1766.00 | Code: HD00106UKPTL

Course overview

This course is designed to equip the delegate with the knowledge, understanding and skills required to perform the role of the (HLO) Helideck Emergency Response Team Leader in:

- understanding the importance of pre-planning for and the main elements of the response requirement for a range of helideck and helicopter emergencies
- the importance of emergency response practice via onshore training and offshore drills
- HLOs to understand the requirement for different types of emergency response systems and controls
- how the limited emergency response capability on an NUI can affect NUI helideck emergency response
- the roles and responsibilities of both the HLO and the Helideck Emergency Response Team during a helicopter-related emergency
- understanding the human factors issues during emergencies and how to manage them
- leading the Helideck Emergency Response Team during a range of typical helideck simulated emergency scenarios – some of which involve live fires, in a safe and controlled manner

Course structure

Delegates are given the opportunity to demonstrate their knowledge of offshore helicopter routine operations, emergency response arrangements and the actions they are required to take as an (HLO/HERTL) Helideck Emergency Response Team Leader including during Practical exercises including written assessment.

Course content

The syllabus focuses on:

Theory

- legislation
- leadership
- human factors
- breathing apparatus
- BA control as relevant to helideck
- helideck rescue and firefighting facilities
- emergency response scenarios
- NUI emergency response

Prerequisites

Those attending this training course will require to be in possession of: a valid OPITO Offshore Helicopter Landing Officer Initial Training Certificate and a valid OPITO Helideck Emergency Response Team Member Certificate.

Target audience

Personnel who are currently-appointed or candidate HLOs) that require OPITO-certified emergency response leader training in helicopter emergencies as part of their overall competence requirement.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towels, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
18	08	21	18	23	13	18	01	19	24	07	05

HLO and HERTL Further Training (Helideck Emergency Response Team Leader)

2 days

Price: £834.00 | Fees: £25.00 | Total: £859.00 | Code: HD00107UKPTL

Course overview

This course is designed to refresh elements of HLO (HERTL) training that cannot be completed in the workplace and updating HLOs on key changes to helicopter operations, systems, relevant legislation and regulation over the previous two years (approx).

Course structure

Delegates are given the opportunity to demonstrate their knowledge of the role and responsibilities of a HLO (HERTL) and practise to a variety of helideck firefighting and non-firefighting emergency scenarios. Written assessment.

Course content

The syllabus focuses on:

- HLO and HERTL further theory training
- HLO and HERTL further practical training in emergency response

Prerequisites

A valid OPITO HLO Helideck Emergency Response Team Leader (HERTL) Certificate or a valid OPITO HLO and HERTL Further Training Certificate.

Target audience

For personnel who are currently-appointed OPITO-certified Offshore Helicopter Landing Officers (HLOs) that require their OPITO certification to be revalidated by refreshing and updating their knowledge and skills in aspects of their role that they cannot practice in the workplace.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every two years. Successful completion of the HLO and HERTL Further training programme will revalidate OPITO HLO certification.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towels, toiletries and change of clothing are required. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
07	01	10	07	09	09	11	11	12	03	17	08
28	22	17	21	16	20	25	22		20	28	12
			28						24		19
									31		

Helicopter Refuelling

1 day

Price: £249.00 | Fees: £0.00 | Total: £249.00 | Code: HD00103UKPTL

Course overview

This course is designed to give delegates a basic knowledge of helicopter refuelling and quality control procedures, and provides a greater understanding of the roles and responsibilities of those involved in refuelling.

Course structure

The course includes theoretical input and practical sessions with a written examination.

Course content

The syllabus focuses on:

- a full explanation of helifuel systems
- documentation and record keeping
- legislation and Government requirements
- quality control
- various practical exercises
- written examination

Prerequisites

None.

Target audience

Personnel already in the position of helideck assistant or those about to be appointed into this role.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel and toiletries. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
15		18		11	24			16		18	

Fishing Officers Fire Fighting

1 day

Price: £144.00 | Fees: £0.00 | Total: £144.00 | Code: FT00114UKPTL

Course overview

This course is designed for personnel with command responsibilities on board sea-going fishing vessels and can be undertaken immediately after the three-day Merchant Navy Basic Fire Fighting course.

Course structure

In-depth discussions including the need for drills and pre-planning.

Course content

The syllabus focuses on:

- delegates pre-plan/talk through final exercise
- discussion on case histories (personal/general)
- importance of drills, musters and training
- responsibilities of ship personnel

Prerequisites

Delegates must have completed the Merchant Navy Basic Fire Fighting Course.

Target audience

Fishing fleet officers working in the fishing industry.

Certification

MCA-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Towel, toiletries and change of clothing are required. Discharge book number/other national ID number. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Breathing Apparatus Wearer

1 day

Price: £285.00 | Fees: £0.00 | Total: £285.00 | Code: FT00115UKPTL

Course overview

This course is designed to train delegates to a basic level of competence, to allow them to use breathing apparatus safely and with confidence.

Course structure

Delegates are given instruction, demonstrations and practical exercises to allow them to provide evidence of competence in checking and wearing breathing apparatus.

Course content

The syllabus focuses on:

- conditions requiring the use of breathing apparatus
- general components
- operational checks
- search and rescue techniques
- use of breathing apparatus control procedures
- basic wearing exercises

Prerequisites

None.

Target audience

Personnel called upon to wear breathing apparatus in irrespirable atmospheres.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

Dates

On request.

Confined Space Awareness

4 hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00129UKPTL

Course overview

This course has been designed to give an awareness of the arrangements for pre-entry and entry into confined spaces.

Course structure

The course is theoretical.

Course content

The syllabus focuses on:

- legislation relating to confined spaces
- practical exercises
- rescue equipment and rescue techniques
- the role of the stand-by person
- hazards associated with confined spaces
- pre-entry planning (before entry is commenced)
- entry requirements (during entry and work activities)
- rescue considerations (planning for emergency situations)

Prerequisites

None.

Target audience

Personnel called upon to have an understanding of confined space as part of routine operations.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where suitable facilities are available including overseas.

Items to bring

None.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Confined Space Entry/Rescue

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00116UKPTL

Course overview

This course has been designed to cover arrangements for pre-entry and entry into confined spaces.

Course structure

Delegates are given instruction, demonstrations and practical exercises to allow them to demonstrate competence.

Course content

The syllabus focuses on:

- legislation relating to confined spaces
- practical exercises
- rescue equipment and rescue techniques
- the role of the stand-by person

Prerequisites

Attendance on this course requires the delegate to be competent in breathing apparatus wearing and procedures.

*A one-day breathing apparatus wearer course can be offered. Prior to attendance, call 0845 606 2 909 for details.

Target audience

Personnel called upon to enter a confined space for rescue purposes or as part of routine operations.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where suitable facilities are available including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

Dates

On request.

Fire Prevention and Fire Fighting STCW

3 days

Price: £851.00 | Fees: £0.00 | Total: £851.00 | Code: FT00112UKPTL

Course overview

This course is designed to give seafarers the essential education and training in fire prevention and fire fighting meeting the knowledge, understanding and proficiency (KUP) requirements set out in STCW Table A-V1/1-2.

Course structure

The course consists of theoretical and practical instruction with demonstrations as required.

Course content

The syllabus focuses on:

- causes of fire - classes and method of extinction
- fire triangle, fire spread and house keeping
- breathing apparatus/stenhouse equipment
- emergency actions
- emergency procedures
- first aid fire fighting equipment
- fixed detection/protection systems
- practical fire fighting techniques
- search/rescue techniques
- ship construction

Prerequisites

None.

Target audience

All Seafarers seeking certification under STCW Table A-V1/1-2.

Certification

MCA-approved certification will be issued on successful completion of the course.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Towel, toiletries and change of clothing are required. Discharge book / other national ID number. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	15			23			15			07	

Updated Proficiency in Fire Prevention and Fire Fighting

1 day

Price: £285.00 | Fees: £0.00 | Total: £285.00 | Code: FT00131UKPTL

Course overview

This course is designed to give all those seeking updated training certification for fire prevention and firefighting, the essential education and training set out in Table A-1/1-2 (as required every 5 years).

Course structure

The course consists of practical instruction and exercises (with minimal testing of understanding of usage of fire equipment and SCBA prior to practical exercises).

Course content

The syllabus focuses on:

- practical knowledge testing in the use of fire fighting equipment/SCBA (safety requirement)
- use of portable/mobile fire extinguishers, hoses, nozzles, hose equipment and foam to extinguish various types of fires
- test and use self-contained breathing apparatus (SCBA) in a safe and satisfactory manner

Prerequisites

Attendance on this training programme is open to delegates who have a valid certificate of proficiency in fire prevention and firefighting, or a certificate of updated proficiency in fire prevention and firefighting, or suitable alternative.

Target audience

Seafarers wishing to update fire prevention and fire fighting certification.

Certification

MCA-approved certification will be issued on successful completion of the course.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Towel, toiletries and change of clothing are required. Discharge book/other national ID number. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
05	02	08	12	10	14	19	02	27		01	06
26	23	29	26	31	28		30			22	

Advanced Fire Fighting Course STCW

4 days

Price: £1055.00 | Fees: £0.00 | Total: £1055.00 | Code: FT00113UKPTL

Course overview

This course is designed to give seafarers the essential education and training to meet the knowledge, understanding and proficiency (KUP) requirements set out in STCW Table A-V1/3.

Course structure

The course consists of theoretical and practical instruction with demonstrations as required.

Course content

The syllabus focuses on:

- understanding the principals involved in controlling fire fighting operations on board a vessel
- controlling fire fighting operations aboard ship
- organising and training fire parties
- inspecting and servicing fire detection and extinguishing systems and equipment
- investigating and compiling reports on incidents involving fire

Prerequisites

Those undertaking this training must have completed Fire Prevention and Fire Fighting (Table A-VI/1-2 of the STCW code) Or similar training acceptable to the MCA.

Target audience

This course is designed for personnel who are designated to control fire fighting operations and wish to qualify for a certificate of competency.

Certification

MCA-approved certification will be issued on successful completion of the course.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Towel, toiletries and change of clothing are required. Discharge book/other national ID number. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

COURSE CALENDAR 2016

Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec

03

06

Updated Proficiency in Advanced Fire Fighting (STCW) Route 1

4 hours

Price: £230.00 | Fees: £0.00 | Total: £230.00 | Code: FT00130UKPTL

Course overview

This course is designed to give all those seeking updating training certification for advanced fire fighting the essential education and training set out in table A-VI/3 (as required every five years).

Note: Having completed advanced fire fighting updating training self-declaration form (on-board training and experience gained) and is required to be produced prior to commencement of course.

Course structure

Classroom based course covering the course content below.

Course content

The syllabus focuses on:

- investigate and compile reports on incidents involving fire
- control of firefighting operations on-board ship
- organisation and training of fire parties.
- inspection and servicing of fire detection and extinguishing systems and equipment

Prerequisites

Delegates must hold the Merchant Navy Advanced Fire Fighting certificate.

Target audience

Personnel who have completed and wish to revalidate Merchant Navy Advanced Fire Fighting course certification.

Certification

MCA-approved certification will be issued on successful completion of the course.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Discharge book/other national ID number. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	01	07	11	09	13	18	01	26	31	21	05
25	22	28	25	30	27		29				

Updated Proficiency in Advanced Fire Fighting (STCW) Route 2

1 day

Price: £285.00 | Fees: £0.00 | Total: £285.00 | Code: FT00132UKPTL

Course overview

This course is designed to give all those seeking updating training certification for advanced fire fighting the essential education and training set out in table A-VI/3 (as required every five years).

Note: This course is designed for those seafarers who have not undergone the required updating training onboard ships.

Course structure

Classroom based course covering the course content below.

Course content

The syllabus focuses on:

- investigate and compile reports on incidents involving fire
- control of fire fighting operations onboard ships
- organisation and training of fire parties
- inspection and servicing of fire detection and extinguishing systems and equipment

Prerequisites

Delegates must hold the Merchant Navy Advanced Fire Fighting certificate.

Target audience

Personnel who have completed and wish to revalidate Merchant Navy Advanced Fire Fighting course certification.

Certification

MCA-approved certification will be issued on successful completion of the course.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries and change of clothing are required. Discharge book/other national ID number. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	01	07	11	09	13	18	01	26	31	21	05
25	22	28	25	30	27		29				

Combined Updated Proficiency in Fire Prevention/ Fire Fighting and Advanced Fire Fighting (STCW)

1 day

Price: £308.00 | Fees: £0.00 | Total: £308.00 | Code: FT00134UKPTL

Course overview

This course is designed to give all those seeking updated training certification for both fire prevention/fire fighting and advanced fire fighting, the essential education and training set out in STCW Table A-I/1-2 and A-V1/3 (as required every five years).

Note: Having completed advanced fire fighting updating training self-declaration form (on-board training and experience gained) and is required to be produced prior to commencement of course.

Course structure

This course consists of both classroom based and theoretical instructions and practical instruction and exercises (with minimal testing of understanding of usage of fire equipment and SCBA prior to practical exercises).

Course content

The syllabus focuses on:

- practical knowledge testing in the use of fire fighting equipment/SCBA (safety requirement)
- use of portable/mobile fire extinguishers, hoses, nozzles, hose equipment and foam to extinguish various types of fires
- test and use self-contained breathing apparatus (SCBA) in a safe and satisfactory manner
- investigate and compile reports on incidents involving fire
- control of fire fighting operations onboard ship
- organisation and training of fire parties
- inspection and servicing of fire detection and extinguishing systems and equipment

Prerequisites

Attendance on this training programme is open to delegates who have a valid certificate of proficiency in fire prevention/fire fighting and a Merchant Navy advanced fire fighting certificate or suitable alternative.

Target audience

Seafarers wishing to update fire prevention/fire fighting and advanced fire fighting certification.

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training and assessment.

Revalidation

Every five years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Towel, toiletries and change of clothing are required. Discharge book/other national ID number. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
13	10	09	27	18	15	20	18	05	05	10	21
	24	30							19		

STCW Basic Training

5 days

Price: £982.00 | Fees: £0.00 | Total: £982.00 | Code: MR00141UKPTL

Course overview

This course is designed to meet the basic training requirements for all persons intending to go to sea on merchant and fishing vessels and complies with STCW '95.

Course structure

The course consists of theoretical and practical sessions with continued assessment throughout.

Course content

The syllabus focuses on:

- elementary first aid
- fire prevention and fire fighting
- personal safety and social responsibilities
- personal survival techniques

Prerequisites

None.

Target audience

Seafarers requiring basic training before going to sea.

Certification

A certificate of proficiency will be issued to delegates who successfully complete the training and assessment.

Revalidation

Updating training to be undertaken every five years.

Venue

Course commences at Petrofac Training Services, Forties Road, Montrose and concludes at Petrofac Training Services, Blackness Avenue, Altens, Aberdeen.

Items to bring

Discharge book or other document with unique number (e.g. NI number). Swimwear, towel and a change of clothing required for day four. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Methanol Awareness (including practical)

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00117UKPTL

Course overview

The training session will be delivered to make sure that the individual will be subjected to maximum exposure of relevant methanol awareness information. The need for a safety-conscious attitude will be stressed throughout the course to develop the right understanding to address the safe handling, transportation and storage issues of methanol. The training material will provide a comprehensive underpinning knowledge in the topics listed below.

Course structure

After completion of this course and using appropriate company resources, the delegate may be in a position to plan, implement and keep up-to-date records of methanol knowledge based training for others.

Course content

The syllabus focuses on:

Theory

- product identity and use
- chemical and physical properties
- exposure and effects on the human body (potential health effects)
- fire and explosion hazards
- fire extinguishing agents
- transportation and storage issues
- accidental spillage and appropriate measures
- hazard protection for the environment
- chemical safety information
- current regulations, guidelines and standards
- exposure limit values
- methanol detection methods
- personal protection
- safety equipment
- Practical
- breathing apparatus
- demonstration of the various extinguishing media on live methanol fire
- foam practical on live methanol fire
- demonstration of appropriate PPE and decontamination methods

Prerequisites

None.

Target audience

The course is aimed at all personnel who will work in the storage, transportation and use of methanol.

Certification

Petrofac Training Services-approved certification will be issued upon successful attendance.

Revalidation

Not applicable.

Venue

Held at any Petrofac Training Services facility, or at alternative suitable facilities.

Items to bring

Towel, toiletries and change of clothing.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Methanol Awareness

4 hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00117UKPTL

Course overview

The training session will be delivered to make sure that the individual will be subjected to maximum exposure of relevant methanol awareness information. The need for a safety-conscious attitude will be stressed throughout the course to develop the right understanding to address the safe handling, transportation and storage issues of methanol. The training material will provide a comprehensive underpinning knowledge in the topics listed below.

Course structure

After completion of this course and using appropriate company resources, the delegate may be in a position to plan, implement and keep up-to-date records of methanol knowledge based training for others.

Course content

The syllabus focuses on:

Theory

- product identity and use
- chemical and physical properties
- exposure and effects on the human body (potential health effects)
- fire and explosion hazards
- fire extinguishing agents
- transportation and storage issues
- accidental spillage and appropriate measures
- hazard protection for the environment
- chemical safety information
- current regulations, guidelines and standards
- exposure limit values
- methanol detection methods
- personal protection
- safety equipment

Prerequisites

None.

Target audience

The course is aimed at all personnel who will work in the storage and transportation of methanol.

Certification

Petrofac Training Services-approved certification will be issued upon successful attendance.

Revalidation

Not applicable.

Venue

Held at any Petrofac Training Services, Forties Road, Montrose.

Items to bring

None.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Basic H₂S Training

4 hours

Price: £166.00 | Fees: £14.00 | Total: £180.00 | Code: FT00153UKPTL

Course overview

This course is designed for personnel who are involved with oil and gas operations and other industries where hydrogen sulphide may be encountered.

Course structure

The course includes theoretical input, demonstrations and practical exercises coupled with a written assessment for delegates to demonstrate an acceptable level of competence.

Course content

The syllabus focuses on:

- actions to be taken in the event of an alarm
- common definitions: PPM, WEL
- how H₂S is detected and the use of onsite and personal detection equipment
- H₂S gas, its common name where it can be ordinarily found
- measurement and the WEL of H₂S
- physical properties and characteristics of H₂S
- physiological effects of exposure to H₂S
- role of emergency response teams in an H₂S emergency
- types of respiratory equipment available including escape breathing apparatus, self-contained breathing apparatus and cascade system
- importance of a correct facemask fit

Prerequisites

None.

Target audience

This course is intended for personnel working in an environment that could become contaminated by H₂S gas.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose or at other locations where facilities are suitable, including overseas.

Items to bring

Towel, toiletries, and a change of clothing. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
20		23		09		22		16		18	

Fire Extinguisher Training

3 hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00101UKPTL

Course overview

This course is designed to give a basic level of understanding and competency in using first aid fire fighting equipment, in accordance with Fire (Scotland) Act 2005.

Course structure

The course has a theoretical element as well as practical sessions using fire extinguishers on live fires.

Course content

The syllabus focuses on:

- actions to be taken in the event of a fire
- classes of fire
- general good housekeeping
- methods of fire spread
- practical use of fire fighting equipment
- the theory of combustion
- types of extinguishers

Prerequisites

None.

Target audience

All personnel who may consider use of portable fire extinguishers.

Certification

Petrofac Training Services and Institute of Fire Engineers-approved joint certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

None.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Fire Warden

4 hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00102UKPTL

Course overview

This course is designed to explain the duties and responsibilities of the fire warden.

Course structure

The course has a theoretical element with practical fire fighting exercises.

Course content

The syllabus focuses on:

- fire detection and alarm systems
- fire extinguishers
- Fire (Scotland) Act 2005
- Fire Safety (Scotland) Regulations 2006
- fire safety procedures
- fire spread
- fire warden's duties and responsibilities
- legislation
- liaison with fire brigades
- main causes of fire
- practical exercise - fire extinguishers
- structural fire protection
- theory of combustion
- for courses conducted in England and Wales - Regulatory Fire Safety Order 2005

Prerequisites

None.

Target audience

Personnel who have specific fire safety duties within their company.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Not applicable.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Flare Ignition Shotguns and Pistols

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00118UKPTL

Course overview

This course is designed to improve the safe handling of flare ignition shotguns and pistols, and is authorised by Police Scotland.

Course structure

Delegates take part in a mixture of theoretical and practical activity.

Course content

The syllabus focuses on:

- equipment specification
- maintenance
- safety aspects
- safe handling
- storage
- trajectories
- wind factors

Prerequisites

Delegates must hold a firearms certificate and/or a shotgun certificate.

Target audience

Personnel who use flare ignition shotguns/pistols offshore/onshore.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Firearms certificate. Photographic ID.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Authorised Gas Tester Training (incorporating Levels 1, 2 and 3)

2 days

Price: £356.00 | Fees: £75.00* | Total: £431.00 | Code: FT00171UKPTL

Course overview

The course is designed to ensure that personnel preparing for an Authorised Gas Tester role (at any level) are equipped with the knowledge to conduct gas tests for oxygen levels, flammable and toxic gases safely. Delegates will also learn about relevant legislative requirements, gas measuring and monitoring equipment and documenting gas test results.

Course structure

This course is primarily theory based (including written assessments) but has been extended to provide practical training. This does not prevent the need for the employing company to have in place their own competency assessments including written assessments.

Course content

The syllabus focuses on:

- confined space criteria
- the hazards of operating within an oxygen deficient, toxic or flammable environment
- carrying out a suitable and sufficient risk assessment (TBRA) or (KBRA)
- using safe systems of work
- the implications of organisational and statutory requirements
- interpreting operational requirements
- selecting and using PPE and RPE
- working within the Permit To Work system
- the operating principles of atmospheric monitoring and measuring equipment
- gas detector pre-start checks
- calibrating the instruments used in atmospheric testing
- how to set up relevant detectors for each gas testing application
- the behaviour of different flammable and toxic gases
- the range and frequency of tests
- acceptable levels of flammable and toxic gases
- performing gas tests in sequence
- obtaining a representative atmosphere sample
- monitoring and retesting
- where to site ongoing monitoring equipment
- interpreting and documenting the results

- hot work and the production of flammable and toxic gases
- the principles of hot work gas testing
- the hazards and properties of flammable gases
- the strengths and weaknesses of flammable and toxic gas detection equipment
- detectors used for flammable product
- how a flammable gas or vapour clouds could arrive at the work site
- checking the controls on the equipment
- the importance of regular communication
- written examination

Prerequisites

None.

Target audience

For personnel who are required to perform a test for oxygen, flammable and toxic gases. Those undertaking this training will be assessed against AGT 1, 2 and 3.

Certification

OPITO-approved certification for each of AGT 1, 2 and 3 will be issued on successful completion of the course.

Revalidation

Every three years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement and be in possession of medical form B if appropriate.

* This includes fees for all three certificates.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
07	04	14	04	05	16	14	04	01	13	03	01
18	18	31	14	16	27	27	15	14	26	07	05
	29		18	30				26		21	21

Further Authorised Gas Tester Training Level 1 (AGT 1)

1 day

Price: £192.00 | Fees: £25.00 | Total: £217.00 | Code: FT00171AUKPTL

Course overview

The aim and objectives of the Further AGT Level 1 training course is to refresh and update the knowledge of personnel who have previously successfully completed their AGT Level 1 initial training related to changes to equipment design, legislation, certification and company procedures.

Course structure

This course includes both theory sessions and practical exercises. This does not prevent the need for the employing company to have in place their own competency assessment.

Course content

The syllabus focuses on:

- atmosphere measuring and monitoring of equipment
- gas testing in confined spaces
- gas testing for hot work
- recent changes to equipment design, legislation, certification and any company procedures
- safety watch duties for hot work
- practical scenarios on the above
- written examination

Prerequisites

The delegate must hold a valid AGT Training Level 1 certificate.

Target audience

Personnel who have previously completed the AGT Level 1 course and are required to perform a test for oxygen, flammable and toxic gases for working in confined spaces.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every three years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Further Combined Authorised Gas Tester Training (incorporating Levels 1, 2 and 3)

1 day

Price: £192.00 | Fees: £75.00 | Total: £267.00 | Code: FT00171BUKPTL

Course overview

The aim and objectives of the Further Combined AGT training course is to refresh and update the knowledge of personnel who have previously successfully completed their AGT Combined initial training related to changes to equipment design, legislation, certification and company procedures.

Course structure

This course includes both theory sessions and practical exercises. This does not prevent the need for the employing company to have in place their own competency assessment.

Course content

The syllabus focuses on:

- atmosphere measuring and monitoring of equipment
- gas testing in confined spaces
- gas testing for hot work
- recent changes to equipment design, legislation, certification and any company procedures
- safety watch duties for hot work
- practical scenarios on the above
- written examination

Prerequisites

The delegate must hold a valid AGT Training certificate.

Target audience

Personnel who have previously completed the Authorised Gas Tester course and are required to perform a test for oxygen, flammable and toxic gases for working in confined spaces in preparation for hot work and continuous monitoring for flammable gases.

Certification

OPITO-approved certification will be issued on successful completion of the course of Levels 1, 2 and 3.

Revalidation

Every three years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Authorised Gas Tester Training Level 2 (AGT 2)

1 day

Price: £POR | Fees: £25.00 | Total: £POR | Code: FT00172UKPTL

Course overview

The course is designed to ensure that personnel preparing for an Authorised Gas Tester Level 2 role are equipped with the knowledge and skills to safely conduct tests for flammable gases in preparation for hot work in the workplace. Delegates will also learn about relevant legislative requirements, gas measuring and monitoring equipment and documenting gas test results.

Course structure

This course is primarily theory based (including written assessment) and is extended to provide practical training. This does not prevent the need for the employing company to have in place their own competency assessments.

Course content

The syllabus focuses on:

- behaviour of different gases
- hazards associated with working within flammable atmospheres
- how to document results and advise relevant personnel
- implications of EH40 document (Workplace Exposure Limits)
- range and frequency of tests and acceptable limits
- selection care and use of PPE for gas testing
- statutory requirements (HASAWA)
- types of fixed, portable and personal monitors
- working with permits and ICCs
- written examination

Prerequisites

No prerequisites are required.

Target audience

Personnel preparing to work as Authorised Gas Testers Level 2 and will be required to be involved with testing for flammable gas in preparation for hot work.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every three years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Authorised Gas Tester Training Level 3 (AGT 3)

1 day

Price: £POR | Fees: £25.00 | Total: £POR | Code: FT00173UKPTL

Course overview

The course is designed to ensure that personnel preparing for an Authorised Gas Tester Level 3 role involved in providing safety watch duties by the ongoing monitoring of a hot work site, are equipped with the relevant knowledge to safely carry out the role.

Course structure

This course is primarily theory based (including written assessment) and is extended to provide practical training. This does not prevent the need for the employing company to have in place their own competency assessments.

Course content

The syllabus focuses on:

- behaviour of different gases
- hazards and properties of flammable gases
- implications of EH40 document (workplace exposure limits)
- range and frequency of tests and acceptable limits
- selection, care and use of PPE for gas testing
- statutory requirements (HASAWA)
- types of fixed, portable and personal monitors
- working with permits and ICCs

Prerequisites

No prerequisites are required.

Target audience

For personnel who are required to perform safety watch duties and continuous monitoring for flammable gases.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Every three years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Authorised Gas Tester Assessor

4 Hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: FT00170UKPTL

Course overview

This course is designed to provide the candidate with the knowledge and understanding to achieve a desired standard of confidence to enable them to carry out worksite assessments of personnel, using company procedures, to Authorised Gas Tester Levels 1, 2 or 3.

Course structure

This course is primarily theory based.

Course content

The syllabus focuses on:

- AGT standards
- assessment plan
- compilation of checklists
- conducting an assessment
- exercise development
- gathering of evidence
- preparation for conducting a gas test

Prerequisites

Delegates must hold a valid OPITO Authorised Gas Tester Level 1 certificate.

Target audience

Personnel who have an active role in the training and competence verification of others in Authorised Gas Testing in line with company procedures.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose, or at other locations where facilities are suitable, including overseas.

Items to bring

None.

Health

All delegates will be asked to complete a standard medical questionnaire prior to course commencement.

Dates

On request.



Offshore Health and Safety

Offshore Safety Representatives

4 1/2 days

Price: £1060.00 | Fees: £25.00 | Total: £1085.00 | Code: HS00403UKPTL

Course overview

This course covers training for safety representatives (who have been elected under the Safety Representatives and Safety Committees Regulations SI 1989/971), to assist them to fulfil their functions as defined in those regulations.

The training covers generic skills and knowledge, and should be supplemented with training on the specific skills and knowledge required by individual installations and relevant health and safety policies, management systems and supporting processes and resources. This additional training should be supplied by the duty holder as defined by the Management and Administration Regulations. It is up to the Safety Representative to ensure they are provided with their own company-specific information and instruction.

Course structure

The course is a mixture of theory, practical and interactive sessions, designed to provide delegates with the knowledge and skills required of a Safety Representative.

Course content

Delegates will have the opportunity to gain an understanding and should be able to explain/identify (as appropriate):

- how safety law is made
- appropriate legal terms such as, SFAIRP ALARP and Test of Reasonableness
- pertinent parts of HASAWA 1974 and MAR 1995
- The Safety Case and its underpinning legislation
- role of Health and Safety Executive (HSE) Inspectors and factors which can prompt HSE action
- the role of industry organisations
- valid sources of health and safety information
- how to conduct web research for information relevant to the OSR
- the structure of a Safety Management Systems
- the SMS requirements of Safety Cases
- workforce involvement in SMS
- the role of the safety committee in SMS
- the hazards existing offshore and legislative requirements relating to control of these hazards
- the role of safety representatives, their powers and functions
- the organisation and functions of the safety committee
- the principles of personal effectiveness
- the theory of accident causes and prevention

Delegates will have the opportunity to participate in the course and should be able to demonstrate:

- accessing safety information and web research
- the principles of hazard identification and preparing a risk assessment

- dealing with a range of constituents' comments and potential actions
- the skills needed to negotiate
- how to structure formal written communications (emails, letters etc.) and reports
- effective interviewing skills and techniques
- effective note taking and editing methods
- delivering a formal presentation
- running and attending safety meetings (including SI 971 meetings)
- carrying out a safety inspection
- carrying out an accident/incident investigation

Prerequisites

None.

Target audience

Safety Representatives elected under the Safety Representatives and Safety Committee Regulations - SI 1989/971.

Certification

Successful completion will result in the issue of an OPITO-approved certificate.

Revalidation

Although there will be no expiry date for the OPITO Approved Safety Representative's Initial and Refresher Training certificates, the following regulatory criteria still applies:

a person shall cease to be a safety representative for the purposes of the Safety Representative and Safety Committee Regulations 1989

(a) on the election of another safety representative for his constituency in accordance with regulations 8 to 13 or (b) if he/she resigns, or (c) if his/her employment is terminated, or (d) if he/she has been absent from the installation for which he/she is a safety representative for a continuous period of twelve weeks.

Note: The OPITO approved Refresher Training Programme exists to enable training providers to provide training for Offshore Safety Representatives who wish to reinforce and update their knowledge and skills following re-election after their initial two years in office.

Venue

Held at Petrofac Training Services, Altness, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Dates

Courses run weekly.

Offshore Safety Representatives Refresher

2 days

Price: £420.00 | Fees: £25.00 | Total: £445.00 | Code: HS00404UKPTL

Course overview

This course is designed to keep re-elected personnel up-to-date with recent developments in offshore health and safety, or changes in legislation.

Course structure

The course refreshes communication and presentation skills, while dealing with accident investigation and workplace inspection techniques.

Course content

The syllabus focuses on:

- new legislation
- other government information (ACoPs Guidance etc)
- codes of practice (Oil & Gas UK, OIAC etc)
- industry guidance
- operations notices
- the use of a facilitated discussion by safety representatives on their experiences as a safety representative
- topics to further develop skills as identified in the discussion:
 - practical and theoretical revision
 - principles of legislation
 - accident investigation
 - principles of inspection
 - risk assessment
 - meeting participation
 - hazard identification and accident prevention
 - personal effectiveness
 - current health and safety legislation

Prerequisites

Delegates should previously have attended an offshore safety representatives course.

Target audience

The course is intended for operational safety representatives.

Certification

Successful completion will result in the issue of an OPITO-approved certificate.

Revalidation

OPITO recommend that revalidation is considered every two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
14	08	17	25	19	16	25	11	05	20	21	12
									31		

OIM Legislation

4 days

Price: £1696.00 | Fees: £0.00 | Total: £1696.00 | Code: HS00401UKPTL

Course overview

This course is designed to give knowledge and management skills to those responsible for the implementation of health and safety matters in the offshore environment.

The course will also describe the impact in the UKCS of the Safety Case Regulations (SCR) 2015 and explain the transition arrangements for existing installations.

Course structure

Delegates participate in practical group exercises, and complete an open book self-assessment test over the duration of the course.

Course content

The syllabus focuses on:

- how the law is decided and put into practice
- Health and Safety at Work Act 1974, EU legislation and employment law
- safety case regulations
- risk management and quantified risk assessment
- roles of enforcement agencies - HSE, Police, Procurator Fiscal, MCA and DECC
- legal situation offshore, including MAR, PFEER, DCR and safety representatives
- presentation by Police Scotland and DECC (subject to availability)
- Waste management and pollution prevention and control
- offshore first aid, LOLER and PUWER
- COSHH, REACH and CLP regulations
- pipeline safety
- working time legislation, work at height, vibration and noise
- control of asbestos and artificial optical radiation

Prerequisites

None.

Target audience

Head office, asset and facilities managers, safety advisors, current OIMs and supervisors or safety officers.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Recommended every three years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
18	01	14	11	09	06	11	29	26	10	07	05
	22			23	27	25			24	28	

OIM Legislation Refresher

1 1/2 days

Price: £646.00 | Fees: £0.00 | Total: £646.00 | Code: HS00402UKPTL

Course overview

This course is designed to update and reinforce the health and safety message to those responsible for the implementation of health and safety matters in the offshore environment.

Course structure

Delegates take part in discussions relating to the current legislative situation and recent changes in the law.

Course content

The syllabus focuses on:

- how the law is decided and enforced
- Health and Safety at Work Act 1974
- the Safety Case Regulations (SCR) 2015 and associated impact on industry
- amendments to the regulations associated with the transition to SCR 2015, eg
 - MAR
 - PFEER
 - RIDDOR
- new reporting arrangements to comply with EU reporting requirements
- Police Scotland presentation
- offshore specific and relevant legislation

Prerequisites

None.

Target audience

Personnel who have completed a full OIM legislation training course within the last three years.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Recommended every three years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
25		07	04		13	18	15	19		14	12

Radiation Protection for Supervisors Offshore

3 days

Price: £905.00 | Fees: £0.00 | Total: £905.00 | Code: HS00405UKPTL

Course overview

This course is designed to provide the knowledge and skills required by radiation protection supervisors appointed under the Ionising Radiations Regulations 1999. The hazards arising from radiography, gauges, well loggings and work with naturally occurring radioactive materials (NORM)/low specific activity (LSA) scale will be highlighted. The emphasis will be to explain the precautions to be taken, and the extent to which they will restrict exposure to radiation when working offshore.

Course structure

The course is mainly theoretical with an assessment of knowledge and skills acquired being presented on the final day.

Course content

The syllabus focuses on:

- applying basic principles of protection
- applying requirements of the Ionising Radiations Regulations 1999 to the offshore environment
- appropriate actions in the event of an accident
- making radiation measurements
- packaging and label consignments of radioactive material
- radiation terminology to discuss radiation safety
- understanding the precautions required to safely use radiation sources found offshore

Prerequisites

None.

Target audience

Personnel who are responsible for radiation safety, both on and offshore, i.e. radiation protection supervisors and safety personnel.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID and a calculator.

Dates

On request.

Minimum Industry Safety Training (MIST)

2 days

Price: £385.00 | Fees: £25.00 | Total: £410.00 | Code: HS00191UKPTL

Course overview

This introductory safety training programme is designed to introduce the fundamental safety elements of the offshore oil and gas industry to new starts, giving an appreciation of the potential hazards and controls that might be encountered by personnel offshore. Each unit has been designed to focus the delegate's attention on their personal responsibility for safety thus influencing their behaviour and attitude towards their co-workers, the installation and their environment.

Course structure

The course consists of lecture and discussion and includes case studies and some practical exercises. Each module also includes a written assessment.

Course content

The syllabus consists of five modules:

- Module 1 major accident hazards
- Module 2 workplace hazards and personal safety
- Module 3 risk management
- Module 4 control of work
- Module 5 helicopter safety

Prerequisites

It is expected that delegates will have previously attended the BOSIET course, as this course is designed to build on the safety-related topics included within BOSIET.

Target audience

The course is intended for new entrants to the offshore oil and gas industry.

Certification

An OPITO-approved certificate will be issued on successful completion of the course.

Revalidation

Every four years by online assessment.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises if preferred, subject to suitability.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run weekly.

Onshore Health and Safety



Abrasive Wheels and Grinding Operations

1 day

Price: £278.00 | Fees: £0.00 | Total: £278.00 | Code: HS00101UKPTL

Course overview

This course is designed to provide formal training for those responsible for abrasive wheels, in order to reduce the risk of accidents resulting from incorrect installation and use. It emphasises safe procedures and explains the regulations.

Course structure

The course is a mix of theoretical and practical demonstrations.

Course content

The syllabus focuses on:

- components of a grinding wheel
- grinding fluids
- guards
- handling and storage of wheels
- PUWER
- the protection of eyes regulations
- truing and dressing
- types of wheels - shapes and speeds
- wheel balancing
- wheel marking systems
- wheel selection and mounting

Prerequisites

None.

Target audience

Personnel involved in the mounting and use of abrasive wheels, i.e. storemen, safety officers and supervisors.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.

COSHH Appreciation

1 day

Price: £285.00 | Fees: £0.00 | Total: £285.00 | Code: HS00102UKPTL

Course overview

This course is designed to provide an introduction to the requirements of the Control of Substances Hazardous to Health (COSHH) Regulations. It will enable delegates to understand and communicate the requirements contained within the COSHH Regulations (as amended).

Course structure

The course covers the COSHH regulations and how they impact on day-to-day operations.

Course content

The syllabus focuses on:

- an overview of COSHH regulations
- basics of COSHH assessment
- control methods
- health effects and hazards of chemicals
- interpreting material safety data sheets
- personal protective equipment

Prerequisites

None.

Target audience

Personnel involved with chemicals or any substances hazardous to health e.g. warehouse or materials staff, buyers, managers, supervisor - but who are not required to carry out COSHH assessments.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.

COSHH Assessors

1 1/2 days

Price: £499.00 | Fees: £0.00 | Total: £499.00 | Code: HS00103UKPTL

Course overview

This course is designed to provide the necessary skills and knowledge to carry out assessments, according to the requirements of the Control of Substances Hazardous to Health (COSHH) Regulations (as amended).

Course structure

Videos are used to highlight important areas and there are also exercises with COSHH scenarios to give the delegates experience in the COSHH assessment process.

Course content

The syllabus focuses on:

- control hierarchy
- COSHH regulations outline
- exposure limits and EH40
- health surveillance
- labels and information sources
- legislative framework
- personal protective equipment
- risk assessment
- routes of entry
- toxicology

Prerequisites

A knowledge of risk assessment procedures would be advantageous but is not mandatory.

Target audience

Personnel required to carry out assessments, either individually or as part of a team, and personnel responsible for working with hazardous substances.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	15	21	07	16	06	18	01	12	24	14	15

Directing Safely

1 day

Price: £303.00 | Fees: £20.00 | Total: £323.00 | Code: HS00124UKPTL

Course overview

This course is designed to provide directors and senior management with an understanding of legal responsibilities, financial and moral issues relating to health and safety within organisations. The course should enable executives to review policy and strategies and, where necessary, introduce changes to enhance the safety culture within their organisation.

Course structure

The course is based around modular training. It can be run in-house or on an open course basis. Delegates are evaluated by means of a multi-format assessment paper and a personal project.

Course content

The syllabus focuses on:

- Health and Safety Management - good business sense
- Health and Safety Management - getting it right
- Health and Safety Management - getting it wrong
- how well are you performing?
- improving performance
- people - your most valuable asset
- planning for success

Prerequisites

None.

Target audience

Managers/directors with strategic responsibilities, who determine active health and safety policies and delegate the day-to-day responsibility for safety to others.

Certification

Successful completion of the course results in the award of an IOSH certificate.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.

Hand Arm Vibration (HAVS) Co-ordinator

2 days

Price: £877.00 | Fees: £0.00 | Total: £877.00 | Code: HS00501UKPTL

Course overview

This intensive two-day course has been prepared to meet the competence needs of the Hand Arm Vibration Co-ordinator. The role of the Hand Arm Vibration Co-ordinator as defined by the Offshore Contractors Association (OCA) is: "To manage the tool maintenance and vibration data, to ensure that job risk assessments are carried out, jobs are planned to control HAVS risks, personnel exposure information is recorded and personnel are informed of the risks and potential injuries."

Course structure

The course lecture covers the hazards and legislation associated with HAVS and includes hands on, practical measurement using a range of tools and vibration meters. In addition, delegates will be provided with templates, simple software tools and procedures forming the basis of an onsite HAVS management system. The course material has been drawn from HSE publications, OCA guidelines and from field proven practical procedures.

Course content

Day 1

- hand arm vibration risks
- exposure calculations
- legislation covering HAVS
- worked examples
- vibration level, HAV weighting
- vibration measurement
- vibration meters
- vibration exposure (A8)

Day 2

Management of HAVS:

- co-ordinator role
- HAVS procedures
- tool data and control

Task management:

- risk assessment
- control measures/PPE

Personnel issues:

- information provision
- exposure tracking
- health surveillance
- personnel case study work and presentation

Prerequisites

None.

Target audience

Safety, technical and managerial personnel with responsibility for hand arm vibration monitoring, providing them with the necessary skills to develop and implement vibration management in line with regulations.

Certification

Certification is awarded on completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altness, Aberdeen.

Items to bring

PPE, photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
		24		19		14		29		24	

Incident/Accident Investigation

2 days

Price: £557.00 | Fees: £0.00 | Total: £557.00 | Code: HS00105UKPTL

Course overview

This course is designed to provide the knowledge and skills required to carry out effective incident and accident investigations. It covers accident and incident investigation, the process of gathering evidence, interviews and the compilation of reports and recommendations.

Course structure

The course includes practical scenarios as well as instruction to cover all of the relevant points of incident investigation.

Course content

The syllabus consists of nine modules:

- accident causation
- analysing information obtained in an investigation
- conducting a meaningful witness interview
- effective documentation in an investigation
- making effective recommendations for corrective actions
- reporting and report writing
- statistical analysis
- the priorities when responding to an incident
- the purpose of an investigation
- the sources of information to include when gathering facts

Prerequisites

None.

Target audience

Anyone involved in the process of investigating incidents and accidents.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	22	14	04	02	13		08	19	17	07	
						27					

Managing Safely

4 days

Price: £971.00 | Fees: £20.00 | Total: £991.00 | Code: HS00107UKPTL

Course overview

This course is designed to enable delegates to interpret, understand, implement and monitor various health and safety management techniques.

Course structure

The course is a mix of theory and practical demonstrations. Delegates are evaluated by means of a written and practical examination.

Course content

The syllabus focuses on:

- introducing Managing Safely
- assessing risks
- controlling risks
- understanding your responsibilities
- identifying hazards
- investigating accidents and incidents
- measuring performance
- protecting our environment

Prerequisites

None.

Target audience

Personnel required to manage safely and effectively in compliance with their organisation's policy and best practice in health and safety.

Certification

Successful completion of the course will result in the award of an IOSH certificate.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.

Manual Handling Awareness

1/2 day

Price: £179.00 | Fees: £0.00 | Total: £179.00 | Code: HS00108UKPTL

Course overview

This course has been designed to give delegates an awareness of the Manual Handling Operations Regulations 1992, SI 2793. It also provides delegates with knowledge of how to manage manual handling operations safely and reduce the risk of injury to personnel from manual handling operations.

Course structure

The course is a mix of practical demonstrations/exercises and theoretical work.

Course content

The syllabus consists of nine modules:

- complying with the regulations
- HSE guidance and practical demonstrations
- kinetic handling techniques
- legislation
- manual handling and health
- overview of risk assessments for manual handling operations

Prerequisites

None.

Target audience

Personnel involved in manual handling operations.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.

Manual Handling Assessor

1 day

Price: £285.00 | Fees: £0.00 | Total: £285.00 | Code: HS00109UKPTL

Course overview

This course has been designed to give delegates knowledge of the Manual Handling Operations Regulations 1992, SI 2793. It also gives the delegate knowledge of how to manage manual handling operations safely and how to conduct risk assessments to ensure the risk of injury to personnel is sufficiently reduced.

Course structure

The course is a mix of practical demonstrations/exercises and theoretical work.

Course content

The syllabus consists of nine modules:

- key legal concepts necessary for manual handling assessors
- Manual Handling Assessment Chart (MAC) tool
- manual handling risk assessment process
- manual handling sources of information
- nature and size of the manual handling problem in the UK
- the requirements of the Manual Handling Operations Regulations
- types of manual handling injuries and their effects

Prerequisites

None.

Target audience

Managers, supervisors and personnel who have knowledge of health and safety legislation and have been tasked with performing manual handling assessments to reduce the risk of injury from manual handling operations.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
06	10	09	20	18	01	13	03	14	05	09	07
27	24	30			22		24		26		

NEBOSH National General Certificate Units NGC 1, GC 2 and 3

11 days

Price: £2026.00 | Fees: £107.00 | Total: £2133.00 | Code: HS00211UKPTL/HS00212UKPTL

Course Overview

This course is designed to give delegates a solid understanding of health and safety. It will enable candidates to interpret, understand, implement and monitor health and safety management systems.

Course Structure

The course consists of three units:

- NGC 1 - Management and Health and Safety (four days)
- GC 2 - Controlling Workplace Hazards and
- GC 3 - Health and Safety Practical Application (together within six days)

NGC 1 and GC 2 examinations are 1/2 day per examination.

Course Content

Unit NGC 1 - The Management of Health and Safety

- foundations in health and safety
- Health and safety management systems 1 – Policy
- Health and safety management systems 2 – Organising
- Health and safety management systems 3 – Planning
- Health and safety management systems 4 – measuring, audit and review

Unit GC 2 - Controlling Workplace Hazards

- workplace hazards and risk control
- transport hazards and risk control
- musculoskeletal hazards and risk control
- work equipment hazards and risk control
- electrical safety
- fire safety
- chemical and biological health hazards and risk control
- physical and psychological health hazards and risk control

Unit GC 3 - Health and Safety Practical Application

This Unit consists of a workplace inspection, immediately followed by the completion of a short report on the main findings of the inspection.

Prerequisites

None.

Target Audience

Managers and supervisors who have responsibility for health and safety.

Certification

Certification will be awarded by NEBOSH on successful completion of each individual unit. However to gain the full group award certificate all three individual units must be successfully completed.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
NGC 1	18		07	11	23		04	22		03	28	
GC 2 & 3	22		11	15	27		08	26		07		02

Modules NGC 1 and GC 2 & 3 may be taken separately. Please contact our bookings team for further information.

NEBOSH International Technical Certificate in Oil & Gas Operational Safety

5 days

Price: £1770.00 | Fees: £60.00 | Total: £1830.00 | Code: HS00220UKPTL

Course overview

This course is designed specifically for those with safety responsibilities in the oil and gas industry and focuses on international standards and management systems, enabling delegates to effectively discharge workplace safety responsibilities both onshore and offshore. The course is not a stand-alone safety qualification.

Course structure

The course consists of one unit, divided into five elements and is classroom-based. Some private study is recommended in addition to scheduled course attendance. The course is assessed by a two-hour written examination on the final day of the course, or at a later date if preferred.

Course content

The five course elements are:

- health, safety and environmental management in context
- hydrocarbon process safety 1
- hydrocarbon process safety 2
- fire protection and emergency response
- logistics and transport operations

Prerequisites

It is recommended that delegates have attained NEBOSH National General Certificate or International General Certificate or equivalent and have knowledge of hydrocarbon production and process operations.

Target audience

The course is intended for those who have responsibility for safety in the oil and gas industry as part of their day-to-day duties, including:

- managers
- supervisors
- employee representatives
- newly appointed health and safety advisers

Certification

NEBOSH certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altness, Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Noise at Work: Competent Persons Certificate

3 days

Price: £1278.00 | Fees: £0.00 | Total: £1278.00 | Code: HS00502UKPTL

Course overview

Under the Control of Noise at Work Regulations (2006), a competent person is required to carry out personal noise exposure assessments in the workplace.

Course structure

The lecture material covers from a basic understanding of noise properties and its effects on hearing, through to the calculation, assessment and reporting of noise data. The measurement of noise, including the correct application of sound level meters, noise sampling and recording is reinforced by practical measurements on field visits by arrangement with local industry.

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

- work unaided
- select and use noise measuring equipment
- plan and carry out noise surveys in the workplace
- identify personnel at risk from noise exposure
- record and report on noise assessment findings
- understand the principles of noise control and hearing protection

Course content

Day 1

- physical aspects
- decibels
- physiology
- noise and man
- industrial deafness
- dB(A),Leq and Noise Dos
- sound level measurement
- practical exercises

Day 2

- noise at work regulations
- employer requirements
- employee requirements
- noise assessments
- analysis and reporting
- risk assessment

Day 3

- practical exercises
- worked examples
- noise control
- hearing protection

Prerequisites

None.

Target audience

Individuals with responsibility for noise monitoring, involved with on-site noise management, health and safety, and procurement.

Certification

On successful completion of the course, candidates will be awarded a certificate of competence.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

PPE, photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
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		15		10		05		20		15	
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Additional fourth day (NEMS & Dosimetry) strongly recommended for all offshore personnel attending Noise at Work: Competent Persons Certificate

		18		13		08		23		18	
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Noise at Work: NEMS and DOSIMETRY

1 day

Price: £569.00 | Fees: £0.00 | Total: £569.00 | Code: HS00503UKPTL

Course overview

Many offshore installations use NEMS (Noise Exposure Management System) and associated software to manage their noise survey data, to calculate noise exposures and to identify noise risks. Noise Dosimetry is then used for individual workers to verify noise exposures.

This course provides training in the application of NEMS and the use of the software to maintain noise survey data and noise exposure information, and to understand the risk analysis information provided, and in the use of Noise Dosimetry to determine individual noise exposures.

Course structure

The lecture material includes an understanding of how the NEMS methodology is used to manage the noise survey data and work pattern data to provide noise exposures and risk ranking for a large workforce. This is supplemented by hands-on use of the NEMS software including how to create a NEMS system from scratch, to update noise survey data and work pattern data on an existing NEMS model, and to use and interpret the risk analysis functions to prioritise noise actions.

For Dosimetry, the lecture material provides an understanding of the purpose and benefits of using individual noise Dosimetry, including selecting suitable subjects and using the results to verify overall noise exposure and to identify any specific noise issues associated with that worker's job. This is followed by a session on the use of Dosimeter instruments and practicalities of running a noise Dosimetry programme.

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

- use and update the noise and work pattern data on the NEMS model used on their installation
- use the NEMS to determine the noise exposure levels of the workforce
- use the risk indicators to prioritise noise actions and to trend progress in noise management
- set up and run a noise Dosimetry scheme including selecting subjects, using the noise Dosimeters, recording and analysing results and identifying specific worker's noise issues

Course content

The course covers the use of NEMS to manage, update and review the generic noise exposure assessments for a large number of workers, including the principles of the methodology and hands-on use of the software.

The course also covers the use of noise Dosimeters to provide individual noise exposure assessments. The course also includes practical advice on operating a Dosimetry scheme efficiently and successfully.

Prerequisites

Completion of the Noise at Work: Competent Persons three-day Certificate.

Target audience

Individuals with responsibility for noise monitoring, involved with on-site noise management, health and safety, and procurement.

Certification

Covered by the Noise at Work Competent Persons certificate.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altners, Aberdeen.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
		18		13		08		23		18	

NORM/LSA Scale Awareness

1 day

Price: £333.00 | Fees: £0.00 | Total: £333.00 | Code: HS00106UKPTL

Course overview

This course is designed to provide the knowledge and skills required for working with, or supervising work with naturally occurring radioactive material (NORM)/low specific activity (LSA) scale. The emphasis is on discussing the practical precautions required to safely work with NORM/LSA scale to ensure doses from radiation are minimised.

Course structure

The course is mainly theoretical with an end of course assessment based on the skills and knowledge acquired.

Course content

The syllabus focuses on:

- applying the requirements of the Ionising Regulations 1999 when working with NORM/LSA scale
- making radiation measurements
- putting the risks from NORM/LSA scale in context
- taking appropriate precautions when working with NORM/LSA scale safely
- the use of radiation terminology to discuss radiation safety

Prerequisites

None.

Target audience

Personnel who require an understanding of the hazards from NORM/LSA scale and the precautions required.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Onshore Safety Representatives

2 days

Price: £557.00 | Fees: £0.00 | Total: £557.00 | Code: HS00112UKPTL

Course overview

Health and Safety (Consultation with Employees) Regulations came into force in 1996 as a result of a ruling by the European Court of Justice, that consultation with employer on health and safety cannot be limited to Trade Union appointed safety representatives. This course provides employers and employees with sufficient knowledge and information to discharge their local duties of consultation effectively and fully.

Course structure

This programme has been specifically designed to provide delegates with the knowledge and skills required of a safety representative. It is a combination of theoretical and practical sessions.

Course content

The syllabus focuses on:

- functions of appointed representative
- Introduction to Health and Safety (Consultation with Employees) Regulations
- legislation background
- overview of accidents
- principles of communication
- safety and effective organisations
- techniques of representation
- workplace hazards - recognition and solution

Prerequisites

None.

Target audience

This course is suitable for any person representing employee safety, including managers and supervisors.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.

Presentation Skills

2 days

Price: £557.00 | Fees: £0.00 | Total: £557.00 | Code: HS00520UKPTL

Course overview

This course is designed to be interactive and to build practical skills in delivering presentations, and boost the confidence of all participants.

Course structure

The course is a combination of theoretical and practical sessions, providing delegates with the opportunity to practice the essential skills of delivering presentations.

Course content

The syllabus focuses on:

- the role of a presenter and different styles of delivery
- the skills that presenters need to present
- how to plan presentation sessions and use a variety of presentation methods
- how to develop and use presentation material
- delivery of a videoed presentation with feedback

Prerequisites

None.

Target audience

Personnel who have to deliver presentations to others.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at any Petrofac Training Services facility, or on location at a suitable venue.

Items to bring

As the course is aimed at building on existing knowledge and developing skills, delegates are requested to bring to the course, and be prepared to deliver, a presentation they have developed. Photographic ID.

Dates

On request.

Task Based Risk Assessment

1 day

Price: £285.00 | Fees: £0.00 | Total: £285.00 | Code: HS00113UKPTL

Course overview

This course is designed to ensure employers assess the risks in their workplace and put in place appropriate control measures following the Management of Health and Safety at Work Regulations.

Course structure

The course trains delegates to carry out basic level risk assessments.

Course content

The syllabus focuses on:

- identification of hazards
- identifying control measures
- outline of current legislation
- principles of health and safety
- risk evaluation
- risk management and monitoring

Prerequisites

None.

Target audience

Personnel who carry out risk assessments or participate in a corporate risk management programme.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen or at the customer's own premises.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
13	17	16	06	04	08	06	10	21	19	16	14

Train the Trainer

2 days

Price: £557.00 | Fees: £0.00 | Total: £557.00 | Code: HS00656UKPTL

Course overview

This course is designed to be interactive and to build practical skills in designing, delivering and facilitating learning, and to boost the confidence of all participants. Whilst delegates will undertake some presentation of activities they have devised, it is not intended to primarily be a presentation skills course.

Course structure

The course is a combination of practical and theoretical sessions, providing delegates with the opportunity to practice the essential skills of assessing training needs, designing training interventions and their delivery.

Course content

The syllabus focuses on:

- the role of a trainer and different styles of delivery
- the skills that trainers need to train colleagues
- how to assess training needs and draw up learning objectives
- how to develop and use training materials
- how to plan training sessions and use a variety of training methods
- how people learn and the impact on course design and delivery
- how to give effective feedback
- how to evaluate the effectiveness of training and transfer of learning

Prerequisites

None.

Target audience

Personnel who have an active role in training others.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at any Petrofac Training Services facility, or on location at a suitable venue.

Items to bring

As the course is aimed at building on existing knowledge and developing skills, delegates are requested to bring to the course, and be prepared to deliver, an example of training material/presentation they have developed. Photographic ID.

Dates

On request.

Waste Management

1 day

Price: £335.00 | Fees: £0.00 | Total: £335.00 | Code: HS00254UKPTL

Course overview

This course is designed to provide an overview of legislation governing the handling, transfer and disposal of waste and to familiarise delegates with the requirements of the consignment process, including the relevant paperwork.

Course structure

The morning session deals with the legislation, and the moral, ethical and legal reasons for waste management. The afternoon session focuses on the consignment of waste, including various exercises on the completion of appropriate paperwork. There is an open-book written test at the end to demonstrate understanding of the course content.

Course content

The syllabus focuses on:

- commercial benefits of effective environmental management
- designing an environmental management system to minimise risks, liabilities and issues
- drivers for environmental awareness and improved environmental performance
- environmental issues affecting your company
- existing and impending environmental legislation
- management of the environmental effects of oil and gas operations
- setting realistic environmental objectives and targets
- application and completion of relevant consignment notes

Prerequisites

None.

Target audience

All personnel, specifically those involved with waste production, handling, transportation and/or disposal.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at any suitable customer location.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
20		02		11		06		07		09	

Working Safely

1 day

Price: £249.00 | Fees: £20.00 | Total: £269.00 | Code: HS00115UKPTL

Course overview

This course is designed to enable delegates to define safe working conditions, identify hazards and risks, select or seek advice on workplace precautions and assist managers to prepare risk assessments.

Course structure

The course, although theory-based, is very interactive and includes individual and group exercises.

Course content

The syllabus focuses on:

- introducing working safely
- defining hazard and risk
- identifying common hazards
- improving safety performance
- protecting our environment

Prerequisites

None.

Target audience

Personnel wishing to ensure their actions contribute to health and safety in the workplace and to understand their individual responsibilities.

Certification

Successful completion of the course will result in the award of an IOSH certificate.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.



Lifting Operations

Rigger Training Stage 1

3 days

Price: £641.00 | Fees: £25.00 | Total: £666.00 | Code: RF00108UKPTL

Course overview

Rigging operations involve the use of lifting equipment to lift and transfer loads, often in restricted areas where a crane cannot be sited. Rigging and lifting operations are carried out by riggers and other disciplines including operations technicians, deck crew and drill crew. To ensure these operations can be carried out safely, it is vital that operatives of lifting equipment and accessories for lifting are aware of the safe and correct use of equipment and the probable consequences if safe and best practice is not followed.

Course structure

The course is a mix of theory and practical with a bias towards practical exercises and delegates are evaluated by means of an examination.

Course content

The initial training programme consists of the following modules and elements:

Module 1 -

The Role of the Rigger and an Introduction to Lifting Operations

- Element 1.1 the role of the Rigger
- Element 1.2 introduction to lifting operations relevant legislation and management of the hazards

Module 2 -

Rigging and Lifting Operations

- Element 2.1 the principles of rigging
- Element 2.2 preparing for the lifting operation
- Element 2.3 carrying out the lifting operation
- Element 2.4 restoring the work area and post-operation responsibilities

Prerequisites

None.

Target audience

The target group for Stage 1 is personnel who have had little or no training and experience in rigging and lifting operations and wish to gain an OPITO Rigger Training Certificate by completing the OPITO-approved Initial Training Course for riggers in the oil and gas industry.

Certification

An OPITO-approved certificate will be issued on successful completion of the course.

Revalidation

The Rigger Stage 1 certificate is valid for two years.

Note: The Rigger Stage 2 logbook must be completed and Rigger Stage 3 Competence Assessment must be undertaken during this two-year period if the candidate wishes to achieve an OPITO-approved Rigger Stage 3 certificate of competence.

Rigger Stage 2: No certificate awarded on completion of Stage 2.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

PPE - safety boots, coveralls, gloves and hard hat. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run fortnightly.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	08	07	04	02	13	11	08	05	03	14	12
25	22	21	18	16	27	25	22	19	17	28	19
				30					31		

Banksman and Slinger Training Stage 1

3 days

Price: £641.00 | Fees: £25.00 | Total: £666.00 | Code: RF00101UKPTL

Course overview

The Banksman role is primarily to replay instructions to the crane operator during lifting activities, and the Slinger role is to prepare and sling loads for lifting, and release the loads at their destination.

Course structure

The course is a mix of theory and practical with a bias towards practical exercises. Delegates are evaluated by means of an examination.

Course content

The training programme consists of the following modules and elements:

Module 1 - Introduction to Lifting Operations

- Element 1.1 regulations and safety issues
- Element 1.2 introduction to lifting roles and equipment
- Element 1.3 preparing for the lift
- Element 1.4 carrying out the lift
- Element 1.5 restoring the work area

Module 2 - The Banksman's Role

- Element 2.1 the banksman's duties
- Element 2.2 communications and visibility

Module 3 - Slinging Operations

- Element 3.1 principles of slinging

Module 4 - Practical Exercises

- Element 4.1 the role of a banksman and slinger in a planned lift

Prerequisites

None.

Target audience

The OPITO-approved Banksman and Slinger Stage 1 Initial Training Standard specifies the initial training programme for personnel wishing to become competent in the banksman and slinger role in the oil and gas industry.

Certification

An OPITO-approved certificate will be issued on successful completion of the course.

Revalidation

Stage 1 certificate is valid for two years, during which time the Stage 2 logbook must be completed.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

PPE - safety boots, coveralls, gloves, warm/wet weather clothing and hard hat. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run fortnightly.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	01	14	11	09	06	04	01	12	10	07	05
18	15	28	25	23	20	18	15	26	24	21	
	29						29				

Combined Intro to Rigging, Lifting and Banksman Slinger Stage 1

5 days

Price: £1084.00 | Fees: £50.00 | Total: £1134.00 | Code: RF00140UKPTL

Course overview

The banksman role is primarily to relay instructions to the crane operator during lifting activities, and the slinger role is to prepare and 'sling' loads for lifting, and release the loads at their destination. The aim and objectives of the OPITO Rigger Stage 1 Initial Training Programme are to provide the delegate with knowledge of the rigging principles, general hazards and risks of rigging and lifting operations, an awareness of relevant legislation and regulation, and an opportunity to practice basic rigging operations following a lifting plan.

Course structure

The course is a mix of theory and practical with a bias towards practical exercises. Delegates are evaluated by means of an examination.

Course content

The training programme consists of the following modules and elements:

Module 1 - Introduction to Lifting Operations

- Element 1.1 regulations and safety issues
- Element 1.2 introduction to lifting roles and equipment
- Element 1.3 preparing for the lift
- Element 1.4 carrying out the lift
- Element 1.5 restoring the work area

Module 2 - The Banksman's Role

- Element 2.1 the banksman's duties
- Element 2.2 communications and visibility

Module 3 - Slings Operations

- Element 3.1 principles of slinging

Module 4 - Practical Exercises

- Element 4.1 the role of a banksman and slinger in a planned lift

Module 1 - The Role of the Rigger and an Introduction to Lifting Operations

- Element 1.1 The role of the Rigger
- Element 1.2 Introduction to lifting operations relevant legislation and management of the hazards

Module 2 - Rigging and Lifting Operations

- Element 2.1 the principles of rigging
- Element 2.2 preparing for the lifting operation
- Element 2.3 carrying out the lifting operation
- Element 2.4 restoring the work area and post-operation responsibilities

Prerequisites

None.

Target audience

The OPITO-approved Banksman AND Slinger Stage 1 Initial Training Standard specifies the Initial Training Programme for personnel wishing to become competent in the banksman and slinging role in the oil and gas industry. The target group for Rigger Stage 1 is personnel who have had little or no training and experience in rigging and lifting operations and wish to gain an OPITO Rigger Training certificate by completing the OPITO-approved Initial Training Course in the oil and gas industry.

Certification

An OPITO-approved certificate will be issued on successful completion of the course.

Revalidation

The Rigger Stage 1 certificate is valid for two years.

Note: The Rigger Stage 2 logbook must be completed and Rigger Stage 3 Competence Assessment must be undertaken during this two-year period if the candidate wishes to achieve an OPITO-approved Rigger Stage 3 certificate of competence.

Rigger Stage 2: no certificate awarded on completion of Stage 2.

Stage 1 Banksman certificate is valid for two years, during which time the Stage 2 logbook must be completed.

Venue

Part one: Banksman/Slings - Petrofac Training Services, Forties Road, Montrose. Part two: Rigging - Petrofac Training Services, Altens, Aberdeen.

Items to bring

PPE - safety boots, coveralls, gloves, warm/wet weather clothing and hard hat. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run fortnightly.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	08	07	04	02	13	11	08	05	03	14	12
25	22	21	18	16	27	25	22	19	17	28	19
				30					31		

Greenhand Training

5 days

Price: £1089.00 | Fees: £25.00 | Total: £1114.00 | Code: RFOU200UKPTL

Course overview

This course is designed for entrants preparing/aspiring for a career in the offshore industry.

The course includes the approved three-day OPITO-approved banksman and slinging operations course.

Course structure

The course is a mix of theory and practical with a bias towards practical exercises and includes written and practical examination.

Course content

The syllabus focuses on:

- an overview of the offshore oil industry
- helideck safety awareness
- manual handling
- risk assessment
- safety observation
- banksman and slinging operations - OPITO-approved
- understanding of applicable legislation
- basic drilling understanding

Prerequisites

None.

Target audience

Personnel with limited or no offshore experience wishing to begin a career in the oil and gas industry.

Certification

Petrofac Training Services-approved certification and an OPITO-approved banksman and slinger stage 1 certificate will be issued on successful completion of the course.

Revalidation

Although no revalidation for Greenhand is required, the Banksman and Slinging Operations revalidation is repeated every two years unless a Stage 3 Assessment is undertaken.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

PPE - safety boots, coveralls, gloves, warm/wet weather clothing and hard hat. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

Courses run fortnightly.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	01	14	11	09	06	04	01	12	10	07	05
18	15	28	25	23	20	18	15	26	24	21	
	29						29				

Lifting Equipment Inspection Course

1 day

Price: £303.00 | Fees: £0.00 | Total: £303.00 | Code: RF00104UKPTL

Course overview

The aim of this course is to familiarise delegates with the construction and operation of all types of lifting gear to allow them to inspect items of equipment with confidence.

Course structure

The course is a mix of theory and practical with a bias towards practical exercises. Delegates are evaluated by means of inspection checklists.

Course content

The syllabus focuses on:

- cumulative discard factors of wire ropes
- examination of various types of lifting gear
- examination of wire ropes
- lifting gear rejection criteria
- normal wear and discard criteria
- rope deterioration causes
- safe working loads

Prerequisites

None.

Target audience

Engineering, operations and maintenance personnel and site and base employees who are involved in deck/mechanical/supervisory/crane/rigging/drilling, operating and inspecting lifting equipment before and after use.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen or at the customer's own premises.

Items to bring

Full PPE required. Photographic ID.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

On request.

LOLER Planning

1 day

Price: £263.00 | Fees: £0.00 | Total: £263.00 | Code: RF00114UKPTL

Course overview

This course is intended to provide delegates with the most recent best practices and theoretical knowledge to deliver lift-planning techniques within the offshore oil and gas industry. In order for persons to be deemed competent in planning of lifting operations, this course will establish competence in both theory and practical application and understanding using practical rigging of loads.

Course structure

The course is a mix of both theory and practical with a bias towards practical.

Course content

On completion the delegate will be able to:

- identify safe and correct procedures in planning operations
- identify safe and unsafe practices
- plan lifting operations and understand requirements for routine, non-routine, complicated and complex lifts
- understand relevant LOLER regulations applicable to planning and organisation
- understand relevant risk assessment processes for lifting operations

Prerequisites

Delegates must have practical and theoretical knowledge and experience of lifting operations.

Target audience

Persons with responsibility for carrying out rigging and lifting operations, and crane operations. The course is beneficial to personnel with mechanical, deck crew, drilling, rigger backgrounds and supervisors such as HSE advisors who may in the course of their duties require an improved understanding for correct planning and supervision of lifting operations.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Full PPE required. Photographic ID.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

On request.

LOLER Awareness

1/2 day

Price: £179.00 | Fees: £0.00 | Total: £179.00 | Code: RF00115UKPTL

Course overview

This course provides delegates with knowledge and an awareness of best practice relating to lifting operations and lifting regulations.

Course structure

The course is theory-based.

Course content

On completion the delegate will be able to:

- identify with current and correct legislation
- identify safe and correct procedures in lifting operations
- identify safe and unsafe practices
- understand requirements for routine, simple, complicated and complex lifts
- understand relevant LOLER regulations applicable to planning and organisation
- understand relevant risk assessment processes for lifting operations

Prerequisites

None.

Target audience

Persons who are responsible for carrying out rigging and lifting operations, and crane operations. The course is beneficial to personnel with mechanical, deck crew, drilling, rigger backgrounds and supervisors such as HSE advisors who may in the course of their duties require a better understanding for correct planning and supervision of lifting operations.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

On request.



Dangerous Goods

Transportation of Dangerous Goods by Air and Sea

5 days

Price: £847.00 | Fees: £25.00 | Total: £872.00 | Code: DG00105UKPTL

Course overview

This course is designed to cover aspects of both the Transportation of Dangerous Goods by Air and Transportation of Dangerous Goods by Sea courses. The aim is to enable personnel to recognise the classes of dangerous goods and to pack, mark, label and document articles and items correctly. Delegates will also be able to understand and use the International Air Transport Association (IATA) and International Maritime Dangerous Goods (IMDG) codes correctly.

Note: Radioactive materials are not covered.

Course structure

Delegates take part in practical exercises involving the use of IATA and IMDG codes, as well as sitting written examinations.

Course content

The syllabus focuses on:

- airline acceptance procedures
- classification of items not listed by name
- classification of substances with multiple hazards
- documentation
- legislation and the shipper's responsibility
- marine pollutants
- packaging, including tanks, IBCs and CTUs
- state and operator variations

Prerequisites

None.

Target audience

Personnel, both on and offshore, who are involved in the preparation of dangerous goods for transportation by air or sea.

Certification

An OPITO-approved sea certificate and a CAA approved air certificate will be issued on successful completion of the course.

Revalidation

Both certificates are valid for two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, eg passport or driving licence.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	08	07	04	02	06	04	15	05	17	07	05
25	22	28	11	30		25	22			21	

Transportation of Dangerous Goods by Air and Sea Refresher

4 days

Price: £681.00 | Fees: £25.00 | Total: £706.00 | Code: DG00108UKPTL

Course overview

This course is designed to refresh aspects of the Transportation of Dangerous Goods by Air and Transportation of Dangerous Goods by Sea courses.

Note: Radioactive materials are not covered.

Course structure

Delegates take part in practical exercises involving the use of IATA and IMDG codes, as well as sitting written examinations.

Course content

The syllabus focuses on:

- classification and identification of dangerous goods
- documentation including the shipper's declaration
- IMDG code
- marine pollutants
- marking and labelling and documentation
- packaging of dangerous goods
- segregation
- stowage
- the application of dangerous goods by air regulations
- the general philosophy of dangerous goods transportation
- the limitations on the transportation of certain dangerous goods by air
- the Merchant Shipping Dangerous Goods and Marine Pollutant Regulations
- UN specification packaging

Prerequisites

An in date valid CAA air certificate and OPITO-approved sea certificate.

Target audience

Personnel, both on and offshore, who are involved in the preparation of dangerous goods for transportation by air or sea who require to maintain their certification.

Certification

An OPITO-approved sea certificate and a CAA approved air certificate will be issued on successful completion of the course.

Revalidation

Both certificates are valid for two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, eg passport or driving licence.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	15	14					08		10		

Transportation of Dangerous Goods by Air

3 days

Price: £445.00 | Fees: £0.00 | Total: £445.00 | Code: DG00101UKPTL

Course overview

This course is designed to provide training which complies with the requirements of the International Air Transportation Association (IATA) and the International Civil Aviation Organisation (ICAO) technical instructions for the safe transportation of dangerous goods by air.

Note: Radioactive materials are not covered.

Course structure

Delegates take an examination, approved by the Civil Aviation Authority.

Course content

The syllabus focuses on:

- classification and identification of dangerous goods
- documentation including the shipper's declaration
- labelling and marking
- packaging of dangerous goods
- the application of Dangerous Goods by Air Regulations
- the general philosophy of dangerous goods transportation
- the limitations on the transportation of certain dangerous goods by air

Prerequisites

None.

Target audience

Personnel engaged in the handling, packing and documentation of any dangerous goods that are intended for shipment as air freight.

Certification

A CAA-approved air certificate will be issued on successful completion of the course.

Revalidation

The CAA certificate is valid for two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
11	08	07	04	02	06	04	15	05	17	07	05
25	22	28	11	30		25	22			21	

Transportation of Dangerous Goods by Air Refresher

2 days

Price: £356.00 | Fees: £0.00 | Total: £356.00 | Code: DG00102UKPTL

Course overview

This course is designed to provide training which complies with the requirements of the International Air Transportation Association (IATA) and the International Civil Aviation Organisation (ICAO) technical instructions for the safe transportation of dangerous goods by air.

Note: Radioactive materials are not covered.

Course structure

Delegates take an examination, approved by the Civil Aviation Authority (CAA).

Course content

The syllabus focuses on:

- classification and identification of dangerous goods
- documentation including the shipper's declaration
- labelling and marking
- packaging of dangerous goods
- the application of dangerous goods by air regulations
- the limitations on the transportation of certain dangerous goods by air
- the general philosophy of dangerous goods transportation

Prerequisites

An in date valid CAA certificate.

Target audience

Personnel engaged in the handling, packing and documentation of any dangerous goods that are intended for shipment as air freight.

Certification

A CAA-approved air certificate will be issued on successful completion of the course.

Revalidation

The CAA certificate is valid for two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen or at the customer's own premises.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, eg passport or driving licence.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	15	14			27		08		10		

Transportation of Dangerous Goods by Sea

3 days

Price: £527.00 | Fees: £25.00 | Total: £552.00 | Code: DG00107UKPTL

Course overview

This course is designed to provide delegates with the knowledge necessary to comply with the requirements of the International Maritime Dangerous Goods (IMDG) code.

Note: Radioactive materials are not covered.

Course structure

Delegates are given details of IMDG codes and the session concludes with a written examination.

Course content

The syllabus focuses on:

- classification of hazards
- containerisation of dangerous goods
- marine pollutants
- marking and labelling and documentation
- packaging of dangerous goods
- segregation
- stowage
- the Merchant Shipping, Dangerous Goods and Marine Pollutant Regulations IMDG code
- UN specification packaging

Prerequisites

None.

Target audience

Shippers or staff from shipping departments or personnel responsible for the transportation of dangerous goods by sea.

Certification

An OPITO-approved sea certificate will be issued on successful completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, eg passport or driving licence.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
18		21		09			01	12	05	14	12

Transportation of Dangerous Goods by Sea Refresher

2 days

Price: £385.00 | Fees: £25.00 | Total: £410.00 | Code: DG00106UKPTL

Course overview

This course is designed to refresh delegates with the knowledge necessary to comply with the requirements of the International Maritime Dangerous Goods (IMDG) Code.

Note: Radioactive materials are not covered.

Course structure

Delegates are given details of IMDG codes and the session concludes with a written examination.

Course content

The syllabus focuses on:

- classification of hazards
- containerisation of dangerous goods
- IMDG code
- marine pollutants
- marking and labelling and documentation
- packaging of dangerous goods
- segregation
- stowage
- the Merchant Shipping, Dangerous Goods and Marine Pollutant Regulations
- UN specification packaging

Prerequisites

An in date valid sea certificate.

Target audience

Shippers or staff from shipping departments, or personnel responsible for the transportation of dangerous goods by sea.

Certification

An OPITO-approved sea certificate will be issued on successful completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, eg passport or driving licence.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	17	16					10		12		

Transportation of Dangerous Goods by Air Awareness

1/2 day

Price: £173.00 | Fees: £0.00 | Total: £173.00 | Code: DG00110UKPTL

Course overview

This course is designed to provide a basic understanding of the requirements for handling dangerous goods by air.

Note: Radioactive materials are not covered.

Course structure

Delegates are given a general introduction into handling and loading dangerous goods by air.

Course content

The syllabus focuses on:

- structure of international freight organisation
- identification of dangerous goods
- nine classes of dangerous goods
- allocation of packing groups
- acceptance, storage and loading procedures
- packaging
- marking and labelling
- documentation

Prerequisites

None.

Target audience

Personnel involved in the handling and loading of dangerous goods by air.

Certification

A Petrofac Training Services certificate will be issued on successful completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen, or at the customer's own premises.

Items to bring

Photographic ID.

Dates

On request.



First Aid

OLF Basic First Aid

5 days

Price: £545.00 | Fees: £0.00 | Total: £545.00 | Code: FA00204UKPTL

Course overview

This course is approved by the Oljeindustriens Landsforening (OLF) and complies with requirements set out in the OLF/NR recommended guidelines for safety and emergency training.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

The syllabus focuses on:

- accident site with several injured - triage at the scene of an accident
- abdominal injuries
- aims and principles of first aid
- assisting the nurse in the administration of an infusion
- back and neck injuries
- basic life support (CPR), including the use of defibrillators, the use and maintenance of manual resuscitators, manual suction devices, oropharyngeal airways and oxygen supplies
- bleeding and traumatic amputation
- breathing difficulties and seizures
- burns and caustic injuries, including electrical and radiation
- chest injuries
- cold injuries - hypothermia
- chest pains (cardiac arrest)
- emergency/organisation
- fractures
- head injuries
- head-to-toe survey
- loss of circulation
- management of the unconscious casualty
- measuring blood pressure
- mental reactions and dealing with stress (during accidents and disasters)

Prerequisites

None.

Target audience

Personnel who work in the Norwegian sector with first aid duties.

Certification

On successful completion of the course, the delegate will receive a basic first aid certificate in accordance with OLF guidelines. This is valid for one year. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

Revalidation of this certificate must be undertaken before the two year validity period expires.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poynerook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run weekly, Monday-Friday.

OLF Basic First Aid Refresher

2 days

Price: £240.00 | Fees: £0.00 | Total: £240.00 | Code: FA00205UKPTL

Course overview

This course is approved by the OLF and complies with requirements set out in the OLF/NR recommended guidelines for safety and emergency training.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

A representative selection of the content of the basic first aid course adapted to prior knowledge of the students with major emphasis on practical training and exercises.

Prerequisites

Delegates must have an in date OLF basic first aid certificate or equivalent.

Target audience

Personnel who have attended a basic first aid course and who wish to revalidate their certificate for working in the Norwegian sector.

Certification

On successful completion of the course and final assessment, the delegate will receive a basic first aid certificate in accordance with OLF guidelines. This is valid for one year. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

Revalidation of this certificate must be undertaken before the two year validity period expires.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poynerook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run weekly, Thursday-Friday.

First Aid at Work

3 days

Price: £250.00 | Fees: £0.00 | Total: £250.00 | Code: FA00123UKPTL

Course overview

This is an SQA-approved three-day course that complies with the Health and Safety (First Aid) Regulations 1981. Personnel are trained to a standard where they can administer basic first aid in the workplace until more qualified help arrives.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

The syllabus focuses on:

- aims and principles of first aid
- assessment and treatment of common major and minor illnesses
- assessment and treatment of a casualty who is wounded, bleeding or shocked
- basic life support (CPR)
- emergency transport of casualties
- how to deal with burns and eye injuries
- how to deal with the effects of poisons, gases and fumes
- legal aspects of first aid at work, record keeping and the use of equipment
- management of the unconscious casualty
- personal hygiene and the prevention of cross-infection during first aid procedures
- treatment of injuries to bones, muscles and joints

Prerequisites

None.

Target audience

Personnel who will be responsible for first aid activities within their workplace.

Certification

On successful completion of the course and final assessment, the delegate will receive the SQA National Unit first aid at work certificate. This is valid for three years. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

It is a statutory requirement that revalidation of this SQA-approved certificate must be undertaken before the three year validity period expires.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poyrnook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run weekly, Monday-Wednesday.

First Aid at Work Refresher

2 days

Price: £175.00 | Fees: £0.00 | Total: £175.00 | Code: FA00224UKPTL

Course overview

This is an SQA-approved two-day course that complies with the Health and Safety (First Aid) Regulations 1981. Personnel that are trained in first aid must complete this course within three years of first qualifying.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

The course offers an overview of all subjects taught on the four-day First Aid at Work course and also introduces any new techniques, legislation or guidelines that have arisen since the delegate originally qualified

Prerequisites

Delegates must have an in date first aid at work certificate or equivalent.

Target audience

Personnel who have attended a first aid at work course and who wish to revalidate their certificate.

Certification

On successful completion of the course and final assessment, the delegate will receive the SQA National Unit first aid at work certificate. This is valid for three years. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

It is a statutory requirement that revalidation of this SQA-approved certificate must be undertaken before the three year validity period expires.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poyrnook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run weekly, Tuesday-Wednesday.

Emergency First Aid at Work

1 day

Price: £90.00 | Fees: £0.00 | Total: £90.00 | Code: FA00126UKPTL

Course overview

This is a one-day course which provides the minimum level of first aid training for persons in the workplace.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

The syllabus focuses on:

- first aid for unconscious casualty
- first aid for the wounded or bleeding
- resuscitation
- what to do in an emergency

Prerequisites

None.

Target audience

This course is designed for those businesses where there is no requirement for a first aid at work trained first aider. The HSE strongly recommends that an appointed person(s) receive appointed person/emergency aid training.

Certification

SQA National Unit certificate of attendance will be issued on successful completion of the course. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

It is a statutory requirement that revalidation of this SQA-approved certificate must be undertaken before the three yearly validity period expires.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poynernook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run weekly, every Monday. This course can also be added to the Offshore First Aid course and Offshore First Aid Refresher course every week.

Offshore First Aid

4 days

Price: £445.00 | Fees: £0.00 | Total: £445.00 | Code: FA00121UKPTL

Course overview

This is an HSE-approved four-day course that complies with the Offshore Installations and Pipeline Works (First Aid) Regulations 1989. Offshore personnel are trained to a standard where they can administer basic first aid on their own and provide assistance to the offshore medic where necessary.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

The syllabus focuses on:

- aims and principles of first aid
- assessment and treatment of a casualty who is wounded, bleeding or shocked
- assessment and treatment of common major and minor illnesses
- basic life support (CPR), including the use of defibrillators, the use and maintenance of manual resuscitators, manual suction devices, oropharyngeal airways and oxygen supplies
- how to deal with burns and eye injuries
- how to deal with poisons encountered offshore
- management of the unconscious casualty
- personal hygiene and the prevention of cross-infection during first aid procedures
- record keeping and the use of first aid equipment
- safe use of entonox
- the ability to communicate effectively in an emergency
- the ability to transport a sick and injured patient safely and effectively by helicopter
- treatment of a casualty who is suffering from an injury, including the dressing and immobilisation of injured parts
- treatment of hypothermia, hyperthermia and the effects of immersion
- treatment of inhalation and hot gasses or smoke
- treatment of injuries to bones, muscles and joints

Prerequisites

None.

Target audience

Personnel who have previously attended BOSIET and have since been allocated first aid duties offshore.

Certification

On successful completion of the course and final assessment, the delegate will receive the HSE-approved nationally recognised offshore first aid certificate. This is valid for three years. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

It is a statutory requirement that revalidation of this HSE-approved certificate must be undertaken before the three year validity period expires.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poynerook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run weekly, Monday-Thursday.

Offshore First Aid Refresher

2 days

Price: £240.00 | Fees: £0.00 | Total: £240.00 | Code: FA00222UKPTL

Course overview

This is an HSE-approved two-day course that complies with the Offshore Installations and Pipeline Works (First Aid) Regulations 1989. Personnel that are trained in offshore first aid must complete this course within three years of first qualifying.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

The syllabus focuses on:

- aims and principles of first aid
- assessment and treatment of a casualty who is wounded, bleeding or shocked
- assessment and treatment of common major and minor illnesses
- basic life support (CPR), including the use of defibrillators, the use and maintenance of manual resuscitators, manual suction devices, oropharyngeal airways and oxygen supplies
- how to deal with burns and eye injuries
- how to deal with poisons encountered offshore
- management of the unconscious casualty
- personal hygiene and the prevention of cross-infection during first aid procedures
- record keeping and the use of first aid equipment
- safe use of entonox
- the ability to communicate effectively in an emergency
- the ability to transport a sick and injured patient safely and effectively by helicopter
- treatment of a casualty who is suffering from an injury, including the dressing and immobilisation of injured parts
- treatment of hypothermia, hyperthermia and the effects of immersion
- treatment of inhalation and hot gasses or smoke
- treatment of injuries to bones, muscles and joints

Prerequisites

Delegates must have an in-date offshore first aid certificate.

Target audience

Personnel who have attended an offshore first aid course and wish to revalidate their certificate.

Certification

On successful completion of the course and final assessment, the delegate will receive the HSE-approved nationally recognised offshore first aid certificate. This is valid for three years. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

It is a statutory requirement that revalidation of this HSE-approved certificate must be undertaken before the three year validity period expires.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poynerook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run weekly, Thursday-Friday.

Offshore Advanced Techniques

1 day

Price: £240.00 | Fees: £0.00 | Total: £240.00 | Code: FA00125UKPTL

Course overview

This course is designed to upgrade the knowledge of personnel trained in basic offshore first aid to a level where they have the understanding and skills required to assist an offshore medic. In particular, they are given the opportunity to practice and gain confidence in the use of a comprehensive range of medical equipment under the supervision of the offshore medic.

Course structure

The course includes lectures, demonstrations and practical exercises.

Course content

The syllabus focuses on:

- administration of oxygen
- assessing and recording vital functions using a recording chart
- management of the unconscious casualty
- monitoring blood pressure
- receiving casualties and the use of triage
- safe use of entonox
- the ability to transport a sick and injured patient safely and effectively by helicopter
- the role of the advanced first aider
- the use of defibrillators
- the use of injections in pain control
- the use of intubation in airway management
- understanding intravenous infusion

Prerequisites

Delegates must hold an in date HSE-approved offshore first aid certificate.

Target audience

Personnel who have been nominated to assist the offshore medic in emergency situations.

Certification

On completion of the course, delegates will receive a certificate of attendance. This is valid for three years. All delegates also receive a course pack including an up-to-date first aid manual.

Revalidation

It is recommended that this certificate is renewed every three years.

Venue

Held at Aberdeen First Aid School, Norton Centre, Poynerook Road, Aberdeen.

Items to bring

Photographic ID.

Dates

Courses run first and third Friday every month. This course can also be added to the Offshore First Aid course and Offshore First Aid Refresher, every week.

Linda B
Quarters Level 4



HEW DECK



TRANSIT

Major Emergency Management



Major Emergency Management (MEM) Initial Response

4 days

Price: £2483.00 | Fees: £25.00 | Total: £2508.00 | Code: EM00105UKPTL

Course overview

This course is designed to provide knowledge and experience in Major Emergency Management (MEM). For delegates who have actual or potential prospects of command, the course provides the first stage in the process leading to formal competency assessment. It is OPITO-approved and is conducted using a generic offshore facility.

Course structure

Delegates undertake classroom theory sessions, desktop exercises and practical scenarios in a purpose built simulator.

Course content

The programme focuses on:

- classroom lectures, case studies, discussion and desktop exercises on the essential elements and underlying principles of emergency management
- an introduction to emergency management performance criteria
- practical scenarios, performed in a custom-built simulator. As well as acting as a member of the emergency team, or as an observer, each delegate has the opportunity of acting as the emergency manager on at least two occasions
- briefing and debriefing sessions with a final appraisal of readiness for formal assessment

Prerequisites

None.

Target audience

Personnel from any background who wish to learn more about major emergency management at an operational level. The course is applicable to anyone who works in a high-risk industry.

Certification

OPITO-approved certification and a Petrofac Training Services appraisal report will be issued on completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Photographic ID.

COURSE CALENDAR 2016

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
04	01	07	04	02	06	04	01	05	03	07	05
11	08	14	11	09	13	11	08	12	10	14	12
18	15	21	18	16	20	18	15	19	17	21	19
25	22	28	25	23	27	25	22	26	24	28	
	29			30			29		31		

Major Emergency Management (MEM) Initial Response (Company Specific Course)

4 days

Price: £POR | Fees: £25.00 | Total: £POR | Code: EM00205UKPTL

Course overview

This course is designed to provide knowledge and experience in Major Emergency Management (MEM). For delegates who have actual or potential prospects of command, the course allows them the opportunity to respond to a range of simulated major emergencies. This course is also beneficial for managers who wish to train with their own emergency command team.

The course can be tailored to personnel employed on company specific installations e.g. FPSO, NUI, semi-sub, jack-up and onshore plant.

Course structure

Delegates undertake classroom theory sessions, desktop exercises and practical scenarios in a purpose-built simulator.

Course content

The programme focuses on:

- classroom lectures, case studies, discussions and desktop exercises on the essential elements and underlying principles of emergency management
- an introduction to emergency management performance criteria
- practical scenarios, performed in a custom-built simulator. As well as acting as a member of the emergency team, or as an observer, each delegate has the opportunity of acting as the emergency manager on at least two occasions
- briefing and debriefing sessions with a final appraisal of readiness for formal assessment

Prerequisites

None.

Target audience

All personnel with emergency response duties who wish to learn more about management of major emergencies both as commander and team members.

Certification

OPITO-approved certification and a Petrofac Training Services appraisal report will be issued on completion of the course. Alternatively, where an OPITO-approved certificate is not preferred, a Petrofac Training Services-approved certificate will be issued.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services premises in either Forties Road, Montrose or Altens, Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Major Emergency Management (MEM) Initial Response for Offshore Wind Energy

1-2 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: EM00123UKPTL

Course overview

This course combines MEM training with fire team training and assessment. This permits the OIM/ Emergency Manager and their team to undertake training scenarios and deploy their fire teams to realistic simulated incidents on the fireground. Usually run over 1 to 2 days at Montrose Training Centre. Medical/first aid aspects can also be included.

Course structure

Delegates undertake classroom theory sessions, desktop exercises and practical scenarios in a purpose-built simulator.

Course content

- classroom lectures, case studies and desktop exercises on the essential elements and underlying principles of emergency management
- an introduction to emergency management performance criteria
- practical scenarios, performed in a custom-built simulator
- as well as acting as a member of the emergency team, or as an observer, each delegate has the opportunity of acting as the emergency co-ordinator on at least two occasions

Prerequisites

None.

Target audience

All personnel with emergency response duties who wish to learn more about management of major emergencies both as commander and team member.

Certification

Petrofac Training Services-approved certification and an appraisal report.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services premises, Forties Road, Montrose or Altens, Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

MEM Integrated Training

1-2 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: EM00115UKPTL

Course overview

This course combines MEM training with fire team training and assessment. This permits the Offshore Installation Manager (OIM) Emergency Manager and their team to undertake training scenarios and deploy their fire teams to realistic simulated incidents on the fireground. Usually run over 1 to 2 days at Montrose Training Centre. Medical/first aid aspects can also be included.

Course structure

Normally run in conjunction with client fire-team refresher courses, this allows the application of real time command and control measures to be simulated and practiced.

Course content

The syllabus focuses on:

- emergency control room warm-up exercises, followed by synchronous practical scenarios controlling emergency response teams

Prerequisites

None.

Target audience

OIMs, emergency control room and emergency response teams.

Certification

Petrofac Training Services-approved certification and an appraisal report can be issued on completion where requested.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services premises, Forties Road, Montrose.

Items to bring

Photographic ID.

Dates

On request.

MEM Awareness

1-2 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: EM00116UKPTL

Course overview

This is an MEM short course aimed at onshore/ support staff, providing an insight into offshore emergency management and the role of the OIM.

Course structure

Lectures are interspersed with simulated exercises to provide experience and understanding of the unique pressures faced by an offshore OIM.

Course content

- this course provides theoretical and practical learning through lectures and simulator work

Prerequisites

Delegates should be in good health and prepared to experience anxiety and pressure which may include sound effects and flashing lights.

Target audience

This is highly recommended for onshore support personnel.

Certification

Petrofac Training Services-approved certification and an appraisal report can be issued on completion where requested.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services premises in either Forties Road, Montrose or Altens, Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Offshore Installation Manager (OIM) Controlling Emergencies (Coaching and Assessment)

Duration dependent on requirements

Price: £POR | Fees: £25.00 | Total: £POR | Code: EM00102UKPTL

Course overview

This course is designed to assess delegates' competency in controlling emergencies. Assessment is based on performance during three scenarios, undertaken in a purpose-built simulator, which replicates the main features of the delegate's own installation.

Assessors are all industry experts (independent of Petrofac Training Services) and are retained solely for the coaching and assessment process. They are SQA accredited and follow the OPITO standards for OIM Controlling Emergencies. If required, additional coaching days can be arranged to precede the final assessment.

Course structure

Delegates are briefed by the assessor on the OPITO-approved standard performance criteria for controlling emergencies. Initially formative exercises are held on day one to familiarise the delegate and their team with the process and the simulator. Each formative exercise includes a debriefing session. This is then followed by the formal assessment exercises. The formal assessment process normally takes at least one day per delegate.

Course content

In accordance with the relevant standard (clients have the option of OPITO or IADC standards), a minimum of three scenarios will be undertaken, based upon a major incident chosen from the following:

- accommodation fire
- collision or wave damage causing structural collapse
- explosion and fire
- helicopter incident
- loss of stability (mobile installations)
- pipeline incident
- well control incident

Prerequisites

Delegates must provide a completed element 1.1 at the start of the assessment process. The required element 1.1 will be sent out with the joining instructions. It is also recommended that delegates have already completed a four-day Major Emergency Management Initial Response course or similar.

Target audience

Personnel who have command responsibility, including nominated deputies and reliefs.

Certification

OPITO-approved certification will be issued on successful completion of the course. IADC certification is also available.

Revalidation

Every three years in accordance with Oil & Gas UK guidelines.

Venue

Held at Petrofac Training Services premises in either Forties Road, Montrose or Altens, Aberdeen.

Items to bring

Delegates must provide evidence that meets with element 1.1 of the OPITO Assessment Standard (where necessary, an additional administration fee of £158.00 will be charged to finalise Element 1 assessment documentation). Photographic ID.

Dates

On request.

OIM Coaching/Team Training

1-2 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: EM00102AUKPTL

Course overview

This course is aimed towards OIM/Emergency Managers who wish additional coaching in anticipation of a future assessment or for team-building.

Course structure

Delegates undertake a series of simulated exercise followed by constructive feedback supported by lectures where appropriate. This can also be used for potential future OIMs to practice emergency management skills.

Course content

- specifically tailored towards the delegate's team training needs

Prerequisites

None.

Target audience

Personnel who have command responsibility including nominated deputies and reliefs.

Certification

Petrofac Training Services-approved certification and an appraisal report can be issued on completion where requested.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services premises, Forties Road, Montrose

Items to bring

Photographic ID.

Dates

On request.

Introduction to Control Room Emergency Response Role and Responsibilities

4 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: EM00111UKPTL

Course overview

The course is designed to provide an introduction to the emergency response role and responsibilities of a Control Room Operator (CRO) in a centralised control room environment based upon a generic offshore production platform.

Course structure

Delegates undertake classroom theory sessions, workshops and practical scenarios in a purpose-built simulator. All delegates are given constructive feedback by an independent certified industry assessor.

It is recommended that a period of six months minimum exists between attending this introductory course and formal assessment. This should allow the delegate sufficient time to participate in drills as a CRO and practice the role.

Course content

The programme focuses on:

- alarm management and interpretation
- checklists and handover/incident logging
- emergency shutdown and blow-down systems
- fire and gas detection systems
- generic emergency response role and responsibilities
- hydrocarbon gas detection
- process and utilities monitoring
- stress management

Prerequisites

Delegates should have outside operator experience.

Target audience

Aimed at potential CROs. On completion of the course, an appraisal is issued to the delegate and their employing company identifying their readiness for formal assessment.

Certification

Petrofac Training Services-approved certification and an appraisal report will be issued on completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services premises in either Forties Road, Montrose or Altens, Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Control Room Operator (CRO) Emergency Response (Coaching and Assessment)

Duration dependent on requirements

Price: £POR | Fees: £25.00 | Total: £POR | Code: EM00103UKPTL

Course overview

This course is designed to assess delegates' competency in controlling emergencies and critical situations. Assessment is based on performance up to a maximum of three scenarios, undertaken in a purpose-built simulator using an interactive computerised model based on an offshore platform.

Assessors are all industry experts (independent of Petrofac Training Services) and are retained solely for the coaching and assessment process. They are SQA-accredited and follow the OPITO standards for CRO Controlling Emergencies and Critical Situations. If required, additional coaching days can be arranged to precede the final assessment. It is recommended, that where possible, two delegates attend the course.

Course structure

Delegates are briefed by the assessor on the OPITO-approved standard performance criteria for controlling emergencies and critical situations. Initially, formative exercises are held on day one to familiarise the delegates with the process and the simulator. Each formative exercise includes a debriefing session. This is then followed by the formal assessment exercises. The formal assessment process normally takes at least half a day per delegate.

Course content

The programme focuses on:

- assessment requirements and elements
- simulator familiarisation and procedure confirmation
- training and delegate feedback
- assessor/delegate review and appraisal of readiness for formal assessment
- formal assessment

Prerequisites

Delegates must provide a completed element 1.1 at the start of the assessment process. The required element 1.1 will be sent out with the joining instructions. It is also recommended that delegates have already completed an initial Introduction to Control Room Emergency Response Role and Responsibilities course where appropriate. Delegates will also have completed BOSIET and/or FOET, or a suitable alternative programme.

Target audience

CRO's who operate process both onshore and offshore.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

In accordance with the OPITO Control Room Operator Emergency Response Standard (Rev 3 Dec 2007 - amendment 3 Jan 2013).

Venue

Held at Petrofac Training Services premises in either Forties Road, Montrose or Altens, Aberdeen.

Items to bring

Delegates must provide evidence that meets with element 1.1 of the OPITO Assessment Standard (where necessary, an additional administration fee of £158.00 will be charged to finalise Element 1 assessment documentation). Photographic ID.

Dates

On request.

Shift Supervisor Production (SSP) Controlling Emergencies and Critical Situations (Coaching and Assessment)

Duration dependent on requirements

Price: £POR | Fees: £0.00 | Total: £POR | Code: EM00112UKPTL

Course overview

This course is designed to assess delegates' competency in supervising CRO's as they respond to emergency and critical situations. Assessment is based on performance up to a maximum of three scenarios, undertaken in a purpose-built simulator using an interactive computerised model based on an offshore platform.

Assessors are all industry experts (independent of Petrofac Training Services) and are retained solely for the coaching and assessment process. They are SQA accredited and follow the Petrofac Training Services standard for SSP Controlling Emergencies and Critical Situations. If required, additional coaching days can be arranged to precede the final assessment.

It is recommended, that where possible, the delegate attends the course with their CRO team.

Course structure

The delegate is briefed by the assessor on the Petrofac Training Services standard performance criteria for supervising the control of emergencies and critical situations. Initially, formative exercises are held on day one to familiarise the delegates with the process and the simulator. Each formative exercise includes a debriefing session. This is then followed by the formal assessment exercises. The formal assessment process normally takes at least half a day per delegate (max two delegates).

Course content

The programme focuses on:

- assessment requirements and elements
- simulator familiarisation and procedure confirmation
- training and delegate feedback
- assessor/delegate review and appraisal of readiness for formal assessment
- formal assessment

Prerequisites

Delegates must provide a completed element 1.1 at the start of the assessment process. The required element 1.1 will be sent out with the joining instructions.

Target audience

Shift supervisors who supervise control room operators in both an onshore or offshore environment.

Certification

Petrofac Training Services certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services premises in either Forties Road, Montrose or Altens, Aberdeen.

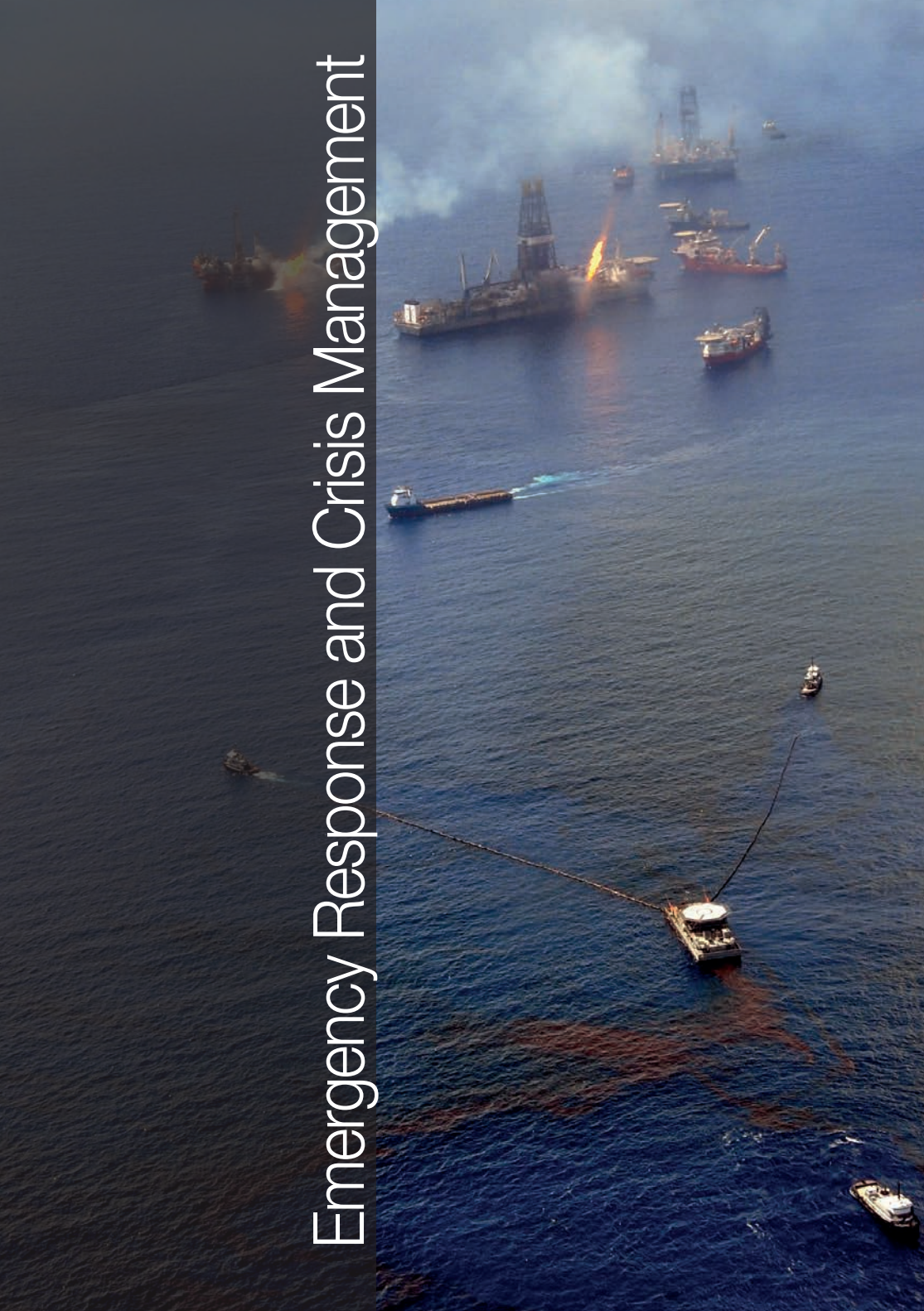
Items to bring

Delegates must provide evidence that meets with element 1.1 of the Petrofac Training Services assessment standard criteria (where necessary, an additional administration fee of £158.00 will be charged to finalise Element 1 assessment documentation). Photographic ID.

Dates

On request.

Emergency Response and Crisis Management



Emergency Response and Crisis Management

Our Crisis Management (CM) team works with our customers, often at board level, to assist in the development of strategic plans and robust emergency response management systems.

Our consultants provide a wide range of services including assessment of current arrangements, production of a gap analysis, developing a management of change programme, implementing and testing new arrangements via exercising. These elements can be done individually or collectively to suit the clients' needs. If required, we can also assess the competence of personnel at the end of this process. In reality, this is a continual cycle of activity required to keep businesses prepared for any eventuality.

Our scope of services range from preparing emergency response plans and procedures for dealing with major accident hazards on high-risk sites, to the identification of hazards and risks associated with office facilities, equipment and business-critical management systems. We also develop plans and procedures for the support provided by company emergency response and crisis management teams. Our teams work closely with our customers' teams to determine their requirements. The teams become integrated, with our staff often becoming part of the company's project team. For example, there have been instances where we have formed part of the safety team with responsibility for emergency response during the construction and hook-up phases of an operation.

Business Continuity

We provide comprehensive solutions for companies wishing to develop and implement business continuity plans and processes within their organisation. Services we provide in this area are compliant with best practice defined by the Business Continuity Institute. They are delivered from initiation to completion, incorporating all stages of the business continuity planning cycle which must be reviewed as a company develops. We also offer a health check from a business continuity perspective.

Response Services

Petrofac Training Services pioneered the concept of an integrated Emergency Response Service Centre (ERSC) and, in early 2006, made this a reality for the UKCS, with the launch of the first integrated ERSC in Aberdeen, Scotland. The facility provides an immediate and effective response support capability to multiple North Sea operators in the event of an emergency situation.

The ERSC is at a constant state of readiness, providing a complete emergency response solution for operators on a worldwide as well as UKCS basis, with 24/7 emergency response support and a pool of specialist responders. The centre features robust and resilient IT and telecommunications equipment to ensure our customers are best prepared to respond to an emergency situation.

Strategically located next to the Maritime and Coastguard Agency and close to the industry regulators, the ERSC is the first point of contact for a number of North Sea and international installations, providing them with an immediate and effective response in emergencies. The facility's customer base has expanded over the years and the ERSC now supports a variety of assets, ranging from manned and unmanned installations and drilling rigs to hydrocarbon carrying vessels and pipelines.

A continual cycle of training and emergency exercises are held, including oil spill response scenarios designed to practise the interfaces with the Secretary of State's Representative (SOSREP). These events cover getting support to the affected installation to assisting with relative and media liaison, thereby ensuring that customers are prepared for every eventuality. We take great care to tailor the events to each customer's specific needs.

Our dedicated personnel have a wealth of experience from emergency response backgrounds, including in the energy industry, armed forces and emergency services. Response teams and responders can also be provided to work with customers in remote or site-specific locations, to enable them to provide first-on-scene responder service where the customer requires it.

Major Exercises

Duration dependent upon requirements

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00104UKPTL

Exercise overview

This service is designed to provide a test of the participating unit's response to a major emergency involving the installation, terminal or onshore emergency response teams, control room personnel, management team and, where appropriate, the company support teams. It enables clients to conduct a critical review of their emergency response plan, in compliance with Prevention of Fire, Explosion and Emergency Response (PFEER) or Control of Major Accidents and Hazards (COMAH) Regulations. Where appropriate the exercise will include the Secretary of State Representative (SOSREP) arrangements.

Exercise structure

Delegates take part in a testing scenario, which involves all key areas of the emergency response organisation. A realistic scenario is created that allows the operational status of the installation or onshore plant to be maintained. External agencies such as the Department for Energy and Climate Change (DECC), HSE, Police, Maritime and Coastguard Agency (MCA) and Scottish Natural Heritage (SNH) will either participate or be role played.

Exercise content

The exercise focuses on:

- appraising the performance of emergency response teams, emergency command teams and onshore support teams
- providing a training and coaching opportunity for offshore and onshore emergency response teams in the command and control of major emergencies
- testing the adequacy of emergency response plans and procedures and identifying scope for improvement
- testing interfaces in both plans and procedures between the company, its contractors and other external participants

Prerequisites

Previous emergency management exercising is beneficial.

Target audience

Operational sites, supporting response teams, crisis management teams, authorities and regulators.

Certification

No certification is provided but a comprehensive post-exercise report will be issued to comply with the customer's requirements.

Revalidation

Not applicable.

Venue

Held at the customer's premises.

Dates

On request, however a minimum notice of six months is preferred to secure any external participation required.

Simulated Exercises

Duration dependent upon requirements but normally 4 hours

Price: £POR | **Fees:** £0.00 | **Total:** £POR | **Code:** PS00110UKPTL

Exercise overview

This service is designed to provide a test of the participating unit's response to a simulated emergency involving the onshore emergency response teams at all levels of the response. A simulated exercise will replicate the environment that will exist in a real emergency, introducing the attendees to pressure and stress, allowing them to practise prioritisation and the command and control techniques. However, the amount of pressure and stress is controlled by the directing staff to create the environment needed to maximise learning. All communications are controlled using role players.

These exercises will examine the appropriate Emergency Response Plans and can be used to run through the Secretary of State Representative (SOSREP) arrangements.

Exercise structure

Delegates take part in a testing scenario, which involves all key areas of the emergency response organisation. A realistic scenario is created in conjunction with the customer. Routinely the customer will provide a role player to simulate the incident site and ensure the accuracy of the information being communicated. All other external stakeholders will be role played as well as any internal roles that cannot participate.

Exercise content

The exercise objectives are agreed with the customer but can include:

- responding in a realistic environment
- command and control
- individuals working as a team
- use of procedures, and confirm understanding
- to check data and information available to the team
- logging information
- completion of reports and returns
- notification and mobilisation can also be practised as part of a simulation exercise, although it is recommended that this is kept separate

Prerequisites

As a minimum, delegates should have received induction training for their respective response teams.

Target audience

Team or multiple team attendance. Members from associated teams that are not being exercised, but would need to be simulated can be role played by actual members of that team. This provides an excellent additional learning medium.

Certification

No certification is provided but a comprehensive post exercise report will be issued to comply with the customer's requirements.

Revalidation

Not applicable.

Venue

Normally held in the customer's response rooms. May be held in the Petrofac Training Services facilities.

Dates

On request, however a minimum of eight weeks' notice is preferred to allow for adequate research to be completed.

Tabletop Exercises

Duration dependent upon requirements

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00111UKPTL

Exercise overview

This service is designed to provide a test of the participating company's response to a simulated emergency involving all levels of the response, from the incident site to the supporting teams. A tabletop exercise will examine the response issues and allow the participants to discuss them in a group environment rather than undertaking simulated actions. No communications are made except to test real contact numbers as contained in the pertinent response documentation. A tabletop exercise provides an ideal environment in which to test inter company interfaces prior to project work and an ideal test of draft bridging procedures. Also it is ideal in running through team processes following induction training.

Exercise structure

Injects are introduced via paper and as necessary the participants are split into their response teams or companies. The issues are then investigated by the group(s) using the appropriate plans before determining notional actions.

Exercise content

The exercises objectives are agreed with the customer but can include:

- lines of communication
- notification
- mobilisation
- golden hour of response
- HR issues
- media issues
- business issues

Prerequisites

None.

Target audience

Project members and/or response team members.

Certification

No certification is provided but a post-exercise report will be issued to comply with the customer's requirements.

Revalidation

Not applicable.

Venue

Held in a suitable meeting room equipped with a speaker phone to facilitate communications with the potential incident site. Exercises may be held in the Petrofac Training Services facilities.

Dates

On request, however a minimum of two weeks' notice is preferred.

Representing Your Company Through the Media: Media Training Masterclass

1 day

Price: £POR | **Fees:** £0.00 | **Total:** £POR | **Code:** PS00103UKPTL

Course overview

This highly popular training course provides delegates with the skills and knowledge to cope with the full range of media they may face, whether it is for a news bulletin or a feature. The sessions are designed to remove fear and build confidence, and ensure that senior executives portray a positive and trusted image of their company.

Course structure

A mix of theory, practical and interactive sessions designed to provide delegates with the knowledge and confidence needed to handle a wide range of media enquiries, from live studio appearances to unexpected doorstep visits from the media, as well as everything else in between. Feedback is given throughout the day and each individual receives a DVD of their work.

Course content

The syllabus focuses on:

- filmed doorstep interview
- filmed live news studio interviews
- filmed remote studio interview
- media in the 21st century
- observing live news bulletins going on air
- press conferences
- tour of working newsroom (optional)

Prerequisites

Each masterclass is run with four to five delegates. We can also provide a bespoke one-to-one masterclass to ensure discretion and confidentiality.

Target audience

Chief Executive Officers (CEOs), Managing Directors (MDs) and senior managers who may be called upon to be the public face or voice of their organisation in live interviews, recorded interviews and press conferences.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at STV's state-of-the-art digital studios at Craigshaw Business Park, Aberdeen. The course can also be delivered at customer premises in the UK or overseas.

Items to bring

We will gather information from delegates in advance to allow us to create realistic scenarios. Photographic ID.

Dates

On request.

Working with the Media: Media Training Intermediate

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00105UKPTL

Course overview

This training course provides delegates with the skills and knowledge to cope with the media in the course of their work, whether live or recorded. The sessions are designed to remove fear and build confidence and teach effective ways to convey key messages.

Course structure

A mix of theory and practical sessions designed to provide delegates with the knowledge and confidence needed to handle media enquiries. Feedback is given throughout the course and each individual receives a DVD of their work.

Course content

The syllabus focuses on:

- conveying key messages
- media in the 21st century
- observing live news bulletins going on air
- practical filmed sessions including a doorstep television interview
- recorded and as live interviews
- tour of working newsroom (optional)
- understanding sound bites

Prerequisites

Each course is run with four to five delegates.

Target audience

Middle management and representatives of organisations who could be called upon to be interviewed on television for news or for features.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at STV's state-of-the-art digital studios at Craigshaw Business Park, Aberdeen. The course can also be delivered at customer premises in the UK or overseas.

Items to bring

Photographic ID.

Dates

On request.

Introduction to Media Response: Media Training Foundation

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00106UKPTL

Course overview

This training workshop provides delegates with the skills and knowledge they need to cope with the media during the course of their work. The sessions are designed to remove fear and build confidence and ensure that they portray their organisation in a positive light even in the event of a crisis.

Course structure

A mix of theory and interactive sessions designed to equip delegates with the knowledge and confidence needed to handle unexpected media calls or visits. Feedback will be given throughout the training.

Course content

The syllabus focuses on:

- communication skills
- coping with challenging questions
- do's and don'ts
- how journalists think
- jargon busting
- media in the 21st century
- practical exercises

Prerequisites

This course is run with eight to ten delegates.

Target audience

Designed for anyone who may receive an unexpected call or visit from the media, e.g. receptionists, security staff, personal assistants and telephone responders.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Scottish TV's state-of-the-art digital studios at Craigshaw Business Park, Aberdeen. The course can also be delivered at customer premises in the UK or overseas.

Items to bring

Photographic ID.

Dates

On request.

DECC Level 1 Offshore On-Scene Commander (OIM) UK

Computer-based training course

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00141UKPTL

Course overview

Article six of the Oil Pollution Preparedness, Response and Co-operation (OPRC) Convention 1990 sets out the requirement for operators to have in place an oil response system that includes equipment, training and exercises.

Course structure

This accredited computer based training (CBT) course, accessed via the Petrofac Training Services e-learning service provider Oilennium, ensures that offshore personnel who could assume the role of On-Scene Commander (OSC) are familiar with the UK's regulatory response and reporting requirements when responding to an unplanned oil spill to sea.

Course content

The following key elements will be covered through a series of chapters and practical exercises:

- understand and assess the situation
- mobilise response team organisation
- undertake external agency notifications
- forecast fate and track of spill
- develop a response strategy
- assess the resources required
- activate an operational response
- manage and control an on-going response
- deactivate a response

Prerequisites

None.

Target audience

Offshore Installation Managers (OIM) and any key offshore emergency response personnel.

Certification

Accredited by the Nautical Institute (on behalf of DECC). Operators should note that this qualification will only be recognised within the UK and will not have any international equivalent at IMO model course levels.

Revalidation

Every three years.

Venue

Distance Learning. This course is delivered through Petrofac Training Services e-learning service.

Items to bring

Copy of your organisations oil pollution emergency plan (OPEP).

Dates

On request.

DECC Level 2 Corporate Management UK

4 hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00108AUKPTL

Course overview

Article six of the OPRC (Oil Pollution Preparedness, Response and Co-operation) Convention 1990 sets out the requirement for operators to have in place an oil response system that includes equipment, training and exercises.

This accredited course aligns with DECC's corporate manager training requirements and ensures that delegates understand the principals of oil spill response pertinent to their operating level so that they can contribute effectively to response management.

Course structure

This is a participative workshop, which majors in theoretical input.

Course content

The course content includes the following:

- review of UK legislation
- insurance and liabilities arrangements
- international assistance and co-operation
- roles and responsibilities of UK agencies
- petroleum operator number one
- oil Pollution Emergency Plan (OPEP)
- response management – introduction to oil spill response

Prerequisites

None.

Target audience

Executive or corporate decision makers who may be required to assist with strategic and tactical priority setting during an oil spill incident; this includes those expected to liaise with external statutory agencies while representing their own company.

Certification

Accredited by the Nautical Institute (on behalf of the DECC).

Revalidation

Every three years.

Venue

Held at Petrofac Training Services facilities, or at a suitable customer venue.

Items to bring

Copy of own oil spill contingency plan. Photographic ID.

Dates

On request.

DECC Level 3 Onshore Emergency Responder UK

3 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00109AUKPTL

Course overview

In alignment with DECC's oil spill response training guidelines, this course will ensure that operator personnel understand, can manage and achieve the response arrangements as detailed within their Oil Pollution Emergency Plan (OPEP). These personnel must also be able to work with and understand the actions agreed between the IMO level two emergency responder and Government personnel arising from any response strategy formulated. Any such decision making process may include input from and with DECC, Marine and Coastguard Agency, Secretary of State's Representative (SOSREP), the response contractor and other involved Government agencies.

Prerequisites

None.

Course structure

The following key elements will be covered through a series of lectures, workshops and practical exercises:

- assess situation
- activate contingency plan
- develop a response action plan (strategy)
- assist in establishing and organising a response structure
- assist in activating an operational response
- activate an operational response
- manage and control ongoing response
- assist in the decisions to deactivate a response
- debrief and report

Target audience

Personnel, staff and contractors, who are emergency room managers or hold positions as advisors dealing with response to offshore oil spills.

Certification

DECC certified. Operators should note that this qualification will only be recognised within the UK and will not have any international equivalent at IMO model course levels.

Revalidation

Onshore emergency responders, must undertake refresher course every three years from the date of their original certificate. Such refresher courses shall be for the duration of one day, and will be held at an accredited training centre, or by any other suitable means as accredited by the Nautical Institute.

Venue

Held at a Petrofac Training Services facilities, or at a suitable customer venue.

Items to bring

Photographic ID.

Dates

On request.

DECC Level 3/4 Onshore Emergency Responder Refresher UK

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00128AUKPTL

Course overview

Article six of the Oil Pollution Preparedness, Response and Co-operation (OPRC) Convention 1990 sets out the requirement for operators to have in place an oil response system that includes equipment, training and exercises.

Course overview

This accredited course ensures that operator response personnel currently trained to DECC Level 3 or 4 maintain the level of competency required to manage a response whilst capturing any updates and changes to regulatory requirements and changes within industry.

Course content

The following key elements will be covered through a series of lectures and practical exercises:

- understand and assess the situation
- mobilise response team organisation
- undertake external agency notifications
- forecast fate and track of spill
- develop a response strategy
- assess the resources required
- activate an operational response
- manage and control an on-going response
- deactivate a response

Prerequisites

A valid DECC Level 3 and/or 4 Onshore Emergency Responder Certificate.

Target audience

Personnel, staff and contractors, who are emergency room managers or hold positions as advisors dealing with response to offshore oil spills and who are required to remain in date.

Certification

Accredited by the Nautical Institute (on behalf of DECC). Operators should note that this qualification will only be recognised within the UK and will not have any international equivalent at IMO model course levels.

Revalidation

Onshore Emergency Responders must undertake refresher courses at periods of three years from the date of their original certificate. Such refresher courses shall be for the duration of one day at one of the venues below.

Venue

Held at a Petrofac Training Services facilities, or at a suitable customer venue.

Items to bring

Copy of your organisations oil spill contingency plan(s).

Dates

On request.

Inland Oil Spill Response Training

4 hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00121AUKPTL

Course overview

Inland spills are as challenging as marine spills. The provision of trained personnel at inland facilities is often overlooked but is essential for reducing the impact of oil spills.

The aim of this course is to provide delegates with essential response and containment knowledge to build understanding of the complexities of inland spills and how to minimise the environmental impact.

It will provide delegates with a theoretical and practical awareness of the different types of containment and recovery devices used in response to an inland oil spill incident and will instruct delegates on how to put all of the spill response elements together and apply them to actual incidents.

Course structure

- understand the risks associated with inland operations
- understand the fate and movement of oil on land substrates and through inland water bodies
- understand the environmental impacts of inland spills
- select and deploy the correct equipment for an inland oil spill incident
- understand how to undertake a tactical response role in an inland scenario

Legislative compliance:

- waste transfer and waste carrier licenses
- waste disposal

Course content

The syllabus focuses on:

- safety
- legislation
- environmental considerations
- source, pathway and receptors
- use of oil absorbents in a water body and hard standing areas
- selection of booming sites
- construction of flow-through dams
- waste management
- when is clean, clean?
- how to implement clean-up measures when no specific equipment is available
- practical deployment with various scenarios

Prerequisites

None.

Target audience

This course will benefit supervisors and team leaders, who will directly be involved in response, clean-up and recovery, following an oil spill incident.

Certification

A certificate by the International Spill Accreditation Association (ISAA) will be issued on completion of the course.

Revalidation

Every two years.

Venue

Held at customer's premises.

Dates

On request.

Incident Manager Workshop

3 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00112UKPTL

Course overview

Incident Management Team (IMT) training is largely focused on improving knowledge of emergency policies and procedures. Exercises establish problems with procedures and often neglect the social and cognitive skills (non-technical), which are essential in ensuring a professional and competent performance of the IMT. The incident manager is key to the whole process and this course aims to equip participants with the generic skills required to effectively lead an emergency response team.

Course structure

Delegates are required to take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- leadership
- non-technical skills
- response issue management (HR, media etc)
- communication
- decision making
- situational awareness

Prerequisites

Selected to be incident managers, ideally having been part of the IMT but as a minimum must have completed company induction training.

Target audience

Prospective incident managers (minimum of five/ maximum of six).

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at a Petrofac Training Services facility or at a suitable customer venue.

Dates

On request.

Security/Switchboard Operator Workshop

1/2 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00113UKPTL

Course overview

This course is designed to give awareness training to help prepare security, reception and switchboard staff so that they can handle whatever type of call may be received. The course aims to train delegates to manage a wide range of public telephone enquiries during a crisis or at other times. These calls can range from the standard general information through to bomb threat calls.

Course structure

Delegates are required to take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- communicating during an emergency
- overview of emergency response arrangements
- the role of the switchboard
- basic call handling
- advanced call handling
- handling a telephone bomb threat
- stress management
- practice call handling

Prerequisites

None.

Target audience

Security, switchboard and reception staff.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at a Petrofac Training Services facility or at a suitable customer venue.

Dates

On request.

Telephone Response Skills

Full or 1/2 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00204UKPTL

Course overview

The intensive full or half-day courses show exactly how to deal with challenging, developing, real life news situations where the misunderstood question, the unguarded comment, the wrong word, or the mumbled sentence can be disastrous.

Course structure

A mix of theory, practical and interactive sessions designed to provide delegates with the knowledge and confidence needed to handle phone calls in the event of an emergency or unexpected situation.

Course content

The syllabus focuses on:

- voice training
- role play sessions
- media in the 21st century

Prerequisites

The recommended maximum number is 12 delegates.

Target audience

Anyone throughout the company who may be called upon to handle the media in the event of an emergency.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at customer's premises.

Dates

On request.

Presentation Skills

1/2 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00142UKPTL

Course overview

This training course helps develop the presentation skills of people who need to communicate in a clear, understandable, informative and engaging manner.

Course structure

We employ voice trainers with teaching qualifications from top specialist colleges in the UK to guide clients on how best to use their vocal skills.

Course content

The syllabus focuses on:

- voice training
- vocal skills
- word choice
- maximum impact through non-verbal communication

Prerequisites

The course ranges from individual sessions to half-day and full-day group classes for up to six people.

Target audience

All staff who need to communicate in a clear and understandable manner.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at customer's premises.

Dates

On request.

Public Speaking

1/2 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00205UKPTL

Course overview

This course aims to develop and build confidence in clients so that key messages can be presented to live audiences in a clear, direct and articulate manner.

Course structure

A mix of theory, practical and interactive sessions designed to develop the natural voice and presentation skills.

Course content

The syllabus focuses on:

- confidence building exercises
- voice training
- clear communication

Prerequisites

This half-day course can be for groups of up to six, or bespoke one-to-one coaching.

Target audience

All staff that need to develop their public speaking skills.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at customer's premises.

Dates

On request.

Conference/Awayday Media Session

Duration dependent upon requirements

Price: £POR | Fees: £0.00 | Total: £POR | Code: PS00208UKPTL

Course overview

This testing and informative course outlines the what, why, where and when of dealing with the media in the 21st century. Challenging yet entertaining, it is the perfect add-on to a conference or awayday.

Course structure

A mix of theory and interactive sessions designed to show what not to do, and to demonstrate how even the most experienced can be caught out on camera.

Course content

The syllabus focuses on:

- media howlers
- how to avoid them
- video interviews
- feedback

Prerequisites

Can be tailored to meet any conference size, the practical sessions determined by the number of delegates.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at customer's premises.

Dates

On request.

Contractor Liaison (public course - Aberdeen)

1 day

Price: £295 | Fees: £0.00 | Total: £295 | Code: PS00133UKPTL

Course overview

This role forms part of a company's emergency response organisation team. The course is designed to train delegates to link with affected contractor companies following an emergency, keeping them apprised of the incident and the impact on their staff.

The number of delegates required to run this course is ten.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- typical company emergency response organisation
- roles and responsibilities of a contractor liaison representative
- dealing with contractor companies in sensitive situations
- information confidentiality
- managing stress
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to interact with contracting companies as well as their representatives following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Contractor Liaison (public course - Norwich)

1 day

Price: £345 | Fees: £0.00 | Total: £345 | Code: PS00134UKPTL

Course overview

This role forms part of a company's emergency response organisation. The course is designed to train delegates to link with affected contractor companies following an emergency, keeping them apprised of the incident and the impact on their staff.

The number of delegates required to run this course is ten.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- roles and responsibilities of a contractor liaison representative
- dealing with contractor companies in sensitive situations
- information confidentiality
- managing stress
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to interact with contracting companies as well as their representatives following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Norwich.

Items to bring

Photographic ID.

Dates

On request.

Family Liaison (public course - Aberdeen)

1 day

Price: £495 | Fees: £0.00 | Total: £495 | Code: PS00136UKPTL

Course overview

This role forms part of a company's emergency response team. The course is designed to train delegates to carry out the role of the family liaison representative following death, serious injury or other traumatic event affecting an employee and their next of kin. Delegates will learn how to establish and maintain a sensitive, caring and appropriate relationship between the family and the company.

The number of delegates required to run this course is eight.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities and receive expert advice from external speakers.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- roles and responsibilities of a family liaison representative
- communication skills in traumatic situations
- the role of the police family liaison officer and the Procurator Fiscal (delivered by Police Scotland)
- the role of the funeral director and repatriation services (delivered by a local funeral director)
- the role of the UK Oil & Gas chaplain (delivered by the UK Oil & Gas chaplaincy)
- stresses and traumas of the bereaved and the family liaison representative (delivered by a fully qualified mental health professional who specialises in dealing with the psychological effects on people following a major traumatic event)
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to support and interact with family members of an employee who dies or is seriously injured or affected following an emergency at work.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Family Liaison (public course - Norwich)

1 day

Price: £495 | Fees: £0.00 | Total: £495 | Code: PS00137UKPTL

Course overview

This role forms part of a company's emergency response team. The course is designed to train delegates to carry out the role of the family liaison representative following death, serious injury or other traumatic event affecting an employee and their next of kin. Delegates will learn how to establish and maintain a sensitive, caring and appropriate relationship between the family and the company.

The minimum number of delegates required to run this course is eight and the maximum is ten.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities and receive expert advice from external speakers.

Course content

The syllabus focuses on:

- an overview of a typical company emergency response organisation
- roles and responsibilities of a family liaison representative
- communication skills in traumatic situations
- the role of the police family liaison officer and the coroner (delivered by Norfolk Constabulary)
- the role of the funeral director and repatriation services
- the role of the UK Oil & Gas chaplain (delivered by the UK Oil & Gas chaplaincy)
- stresses and traumas of the bereaved and the family liaison representative
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to support and interact with family members of an employee who dies or is seriously injured or affected following an emergency at work.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Norwich.

Items to bring

Photographic ID.

Dates

On request.

Hospital Liaison (public course - Aberdeen)

1/2 day

Price: £225 | Fees: £0.00 | Total: £225 | Code: PS00124UKPTL

Course overview

This role forms part of a company's emergency response organisation. The main aim of this course is to train delegates to deal with an employee who is injured at work and hospitalised, to ensure their welfare needs are being met. It may also be necessary for this person to ensure the next of kin is informed.

The minimum number of delegates required to run this course is eight and the maximum is 12.

Course structure

This is a half-day course where delegates will take part in both theoretical and practical activities, which include a familiarisation visit to the accident and emergency department at Aberdeen Royal Infirmary.

Course content

The syllabus focuses on:

- an overview of a typical company emergency response organisation
- roles and responsibilities of a hospital liaison representative
- communication skills in traumatic situations
- familiarisation visit to accident and emergency department at Aberdeen Royal Infirmary (ARI)
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to interact with injured personnel and their families, in a potentially stressful environment, following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at ARI.

Items to bring

Photographic ID.

Dates

On request.

Hospital Liaison (public course - Norwich)

1 day

Price: £345 | Fees: £0.00 | Total: £345 | Code: PS00123UKPTL

Course overview

This role forms part of a company's emergency response team. The main aim of this course is to train delegates to deal with an employee who is injured at work and hospitalised, to ensure their welfare needs are being met. It may also be necessary for this person to ensure the next of kin is informed. The minimum number of delegates required to run this course is eight and the maximum is 12.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities, which include familiarisation visits to the Accident and Emergency Department at Norfolk and Norwich University Hospital and to the heliport at Norwich International Airport.

Course content

The syllabus focuses on:

- an overview of a typical company emergency response organisation
- roles and responsibilities of a hospital liaison representative
- communication skills in traumatic situations
- familiarisation visit to accident and emergency department at Norfolk and Norwich University Hospital
- familiarisation visit to heliport at Norwich International Airport
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to interact with injured personnel and their families in a potentially stressful environment following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at various locations within Norwich.

Items to bring

Photographic ID.

Dates

On request.

Next of Kin Notification (public course - Aberdeen)

1 day

Price: £295 | Fees: £0.00 | Total: £295 | Code: PS00130UKPTL

Course overview

This role forms part of a company's emergency response organisation. The course aims to give delegates the skills to deliver bad news to next of kin following an emergency affecting their company.

The number of delegates required to run this course is ten.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- roles and responsibilities of the person delivering the bad news
- role of the police
- role of the UK Oil & Gas chaplain
- preparation for making the notification
- communication skills in traumatic circumstances
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills and be at management level within the company.

Target audience

Members of staff of suitable seniority (from both operators and service companies) who possess the necessary skills and are willing to interact with an employee's family in a potentially stressful environment following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Next of Kin Notification (public course - Norwich)

1 day

Price: £345 | Fees: £0.00 | Total: £345 | Code: PS00131UKPTL

Course overview

This role forms part of a company's emergency response TEAM. The course aims to give delegates the skills to deliver bad news to next of kin following an emergency affecting their company.

The number of delegates required to run this course is ten.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- roles and responsibilities of the person delivering the bad news
- role of the police
- role of the UK Oil & Gas chaplain
- preparation for making the notification
- communication skills in traumatic circumstances
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills and be at management level within the company.

Target audience

Members of staff of suitable seniority (from both operators and service companies) who possess the necessary skills and are willing to interact with an employee's family in a potentially stressful environment following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Norwich.

Items to bring

Photographic ID.

Dates

On request.

Reception Centre (public course - Aberdeen)

1 day

Price: £345 | Fees: £0.00 | Total: £345 | Code: PS00125UKPTL

Course overview

This role forms part of a company's emergency response team. A Reception Centre is a secure area (onshore) where survivors, not requiring hospital treatment following an emergency, can be taken for short term shelter, first aid, documentation and, if necessary, police interview. The course aims to train delegates how to effectively manage a Reception Centre.

The minimum number of delegates required to run this course is 12 and the maximum is 25.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- the purpose of a Reception Centre
- the purpose of an initial reception point
- roles and responsibilities of the team leader and team member
- role of the police at a Reception Centre
- briefing skills
- flow of documentation
- management of difficult situations
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to interact with affected personnel and their families following an emergency which directly affects their company.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Aberdeen.

Items to bring

Photographic ID.

Dates

On request.

Reception Centre (public course - Norwich)

1 day

Price: £395 | Fees: £0.00 | Total: £395 | Code: PS00126UKPTL

Course overview

This role forms part of a company's emergency response team. A reception centre is a secure area (onshore) where survivors not requiring hospital treatment following an emergency can be taken for short-term shelter, first aid, documentation and, if necessary, police interview. The course aims to train delegates how to effectively manage a reception centre.

The minimum number of delegates required to run this course is 12 and the maximum is 25.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- the purpose of a Reception Centre
- the purpose of an initial reception point
- roles and responsibilities of the team leader and team member
- role of the police at a Reception Centre
- briefing skills
- flow of documentation
- management of difficult situations
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to interact with affected personnel and their families following an emergency which directly affects their company.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a hotel within Norwich.

Items to bring

Photographic ID.

Dates

On request however a minimum of one month's notice is preferred

Relative Response Team (public course - Aberdeen)

1 day

Price: £295 | Fees: £0.00 | Total: £295 | Code: PS00139UKPTL

Course overview

This role forms part of a company's emergency response team. The course aims to train delegates to respond to calls from family, friends and members of the public about an ongoing emergency incident. Specifically, it enhances skills in answering queries from relatives in an efficient and sensitive manner.

The minimum number of delegates required to run this course is eight and the maximum is ten.

Course structure

This is a one-day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- roles and responsibilities of a relative response team member and leader
- personnel lists and documentation
- information confidentiality
- communication skills in traumatic situations
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to receive telephone calls from concerned families/friends of staff members, and members of the public, following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at the Petrofac Emergency Response Service Centre in Aberdeen.

Items to bring

Photographic ID.

Dates

On request, however a minimum of one month's notice is preferred

Relative Response Team (public course - Norwich)

1 day

Price: £345 | Fees: £0.00 | Total: £345 | Code: PS00140UKPTL

Course overview

This role forms part of a company's emergency response team. The course aims to train delegates to respond to calls from family, friends and members of the public about an ongoing emergency incident. Specifically, it enhances skills in answering queries from relatives in an efficient and sensitive manner.

The number of delegates required to run this course is ten.

Course structure

This is a one day course where delegates will take part in both theoretical and practical activities.

Course content

The syllabus focuses on:

- a typical company emergency response organisation
- roles and responsibilities of a relative response team member and leader
- personnel lists and documentation
- information confidentiality
- communication skills in traumatic situations
- protecting company reputation

Prerequisites

It is desirable that anyone being considered for this course should have good interpersonal and communication skills.

Target audience

Any member of staff (from both operators and service companies) who possesses the necessary skills and is willing to receive telephone calls from concerned families/ friends of staff members, and members of the public, following an emergency.

Certification

Not applicable.

Revalidation

It is recommended that delegates undertake refresher training every two years and participate in company emergency response training programmes to maintain their skill level.

Venue

This training will take place at a meeting room in Norwich.

Items to bring

Photographic ID.

Dates

On request, however a minimum of one month's notice is preferred

Production Operations and Maintenance



Compression Fittings and Small Bore Tubing

1 day

Price: £319.00 | Fees: £25.00 | Total: £344.00 | Code: OT00211UKPTL

Course overview

This course is designed to train delegates in the aspects of Compression Fittings and Small Bore Tubing Awareness.

Course structure

The course is a mix of theory and practical workshops, covering the following topics:

- course overview and introduction
- small bore compression fitting training material
- small bore industry video
- practical fitting exercises and pressure testing
- formal assessment: workshop - practical; and classroom-based on multiple choice questions

Course content

On completing the course, delegates will be able to:

- understand hazards associated with small bore tubing
- demonstrate how to make up small bore fittings
- be aware of the hazards associated with small bore fittings
- describe the principles and operation of the various makes of small bore fittings

Prerequisites

Basic hand-tool awareness and safety skills.

Target audience

Personnel involved in the installation and maintenance of Small Bore Tubing Systems or simply those who require an overview of good working practices, such as:

- new starts to the company or transfers from other installations
- production operations technicians
- area/performing/isolating authorities
- department heads
- OIM/site controllers
- permit co-ordinators
- maintenance personnel
- scaffolders
- well services personnel

Certification

Petrofac Training Services/City & Guilds-approved certification will be issued on successful completion of theoretical and practical formal assessment.

Revalidation

Suggested every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Full PPE and photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum and maximum of four delegates.

Safe Isolation and Reinstatement of Plant (SIRP) Theory

1 day

Price: £290.00 | Fees: £25.00 | Total: £315.00 | Code: OT00105UKPTL

Course overview

This course is designed to train delegates in the theory and practice of the Isolation Standard - Safe Isolation and Reinstatement of Plant (SIRP).

Course structure

The course is theory based. Assessing competence will be carried out by formal assessment after completion of all sections (multiple choice questions).

Course content

The syllabus focuses on:

- scope and responsibilities
- isolation standards and planning
- isolation implementation and control
- preparation for breaking containment
- confined space entry
- plant reinstatement and leak testing

Prerequisites

An understanding of:

- fundamentals of process operations
- ISSOW Level One recommended
- basic P&ID awareness

Target audience

- isolation/performing authority - process
- area authority
- OIM/site controller
- department head (maintenance)
- permit to work (user)
- permit co-ordinator
- personnel assigned to Petrofac installations only

Certification

Petrofac Training Services/City & Guilds-approved certificates will be issued. Delegates who successfully complete the course assessment will then have to complete the SIRP field assessment in order to undertake a Process Isolating Authority (IA) role within the company safe systems of work. This will normally be conducted on their respective installations.

Revalidation

Recommended every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose or Altens, Aberdeen.

Items to bring

Photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Note

Course content based on current HSE guidelines and Petrofac procedures. Company-specific courses can be adapted on request.

Class numbers

Minimum of four and maximum of ten delegates.

Safe Isolation and Reinstatement of Plant (SIRP) Theory and Practical

2 days

Price: £546.00 | Fees: £25.00 | Total: £571.00 | Code: OT00111UKPTL

Course overview

This course is designed to train delegates in the theory and practice of the Isolation Standard - Safe Isolation and Reinstatement of Plant (SIRP).

Course structure

The course is theory and practical based. Assessing competence will be carried out by formal assessment after completion of all sections (multiple choice questions). The second day will comprise of desktop exercises and final exercise on pipe loop.

Course content

The syllabus focuses on:

- scope and responsibilities
- isolation standards and planning
- isolation implementation and control
- preparation for breaking containment
- confined space entry
- plant reinstatement and leak testing

Prerequisites

An understanding of:

- fundamentals of process operations
- ISSOW Level One recommended
- basic P&ID awareness

Target audience

- performing/performing authority
- isolation authority - process
- area authority
- OIM/site controller
- department head (maintenance)
- permit to work (user)
- permit co-ordinator
- personnel assigned to Petrofac installations only

Certification

Petrofac Training Services/City & Guilds-approved certificates will be issued. Delegates who successfully complete the course assessment will then have to complete the SIRP field assessment in order to undertake a Process Isolating Authority (IA) role within the company safe systems of work. This will normally be conducted on their respective installations.

Revalidation

Recommended every two years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

PPE requirements will be advised on joining instructions. Photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Note

Course content based on current HSE guidelines and Petrofac procedures. Company-specific courses can be adapted on request.

Class numbers

Minimum of four and maximum of eight delegates.

Fundamentals of Production Equipment

1 day

Price: £288.00 | Fees: £25.00 | Total: £313.00 | Code: OT00301UKPTL

Course overview

The course includes a series of process operations learning modules, designed to provide delegates with a working knowledge of the various process operations that are encountered on production installations. The training consultant will utilise materials which have been designed to cover the theory, technologies and plant involved in the fluid path as it travels from the reservoir through to reception and export from an onshore site as well as all necessary utilities and support systems.

Course structure

The course comprises of sections dedicated to specific areas of plant and shutdown systems involved. Following each section assessments will be carried out with multiple choice questions.

Course content

The syllabus focuses on:

- wellhead design, operation and control
- flowlines and manifolds
- separation
- crude oil metering and export
- gas compression
- gas sweetening
- gas dehydration
- gas export and metering
- produced water treatment
- vents, flares and drains
- fuel gas
- chemical injection and safe handling procedures
- seawater systems/water injection
- shutdown systems and ESDV testing
- end use

Prerequisites

None.

Target audience

This course has been designed for any company or individual, no matter what role or experience they have. Our trainers have an operations background, and can support the material with personal experience and case histories. The main target audience is technicians of all disciplines. This course has been delivered to various operators, and to various levels of delegates by our training consultants.

Certification

Petrofac Training Services/City & Guilds-approved certification will be issued on successful completion of scenarios.

Revalidation

Recommended every four years.

Venue

Held at Petrofac Training Services, Montrose, or at alternative suitable facilities.

Items to bring

Photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of four and maximum of eight delegates.

Brief Introduction to the Oil and Gas Industry

1 day

Price: £288.00 | Fees: £0.00 | Total: £288.00 | Code: OT00112UKPTL

Course overview

The course is designed to provide delegates with the basic understanding of operations and equipment involved in upstream production of oil and gas, and downstream manufacturing processes to produce a variety of products from oil and gas, as well as all the necessary utilities and support systems.

Course structure

The course is theory based. A multiple-choice questionnaire will be used for formal assessment after completion of powerpoint presentation.

Course content

The syllabus focuses on:

- history of oil and gas
- exploration
- early production techniques
- onshore and offshore production methods
- artificial lift
- types of platforms
- basic crude oil chemistry
- physical and chemical properties of crude oil
- natural gas liquids (NLGS)
- natural gas
- distribution and transportation of oil and gas
- oil and gas processing techniques
- refinery processes and its products
- refinery products and their compositions
- raw materials for petrochemical industry
- storage

Prerequisites

None.

Target audience

The course has been designed for non-technical individuals working directly or indirectly in any company associated with the energy business or providing support to the oil and gas industry.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Montrose, or at alternative suitable facilities.

Items to bring

None.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of four and maximum of 12 delegates.

Introduction to Oil and Gas Exploration and Production

3 days

Price: £620.00 | Fees: £25.00 | Total: £645.00 | Code: OT00200UKPTL

Course overview

This course is designed to give a basic understanding of the processes involved in hydrocarbon exploration, drilling and building a well, formation evaluation, completion design, well servicing and production platform systems.

Course structure

The course is mainly classroom-based with the opportunity to view well servicing equipment, subject to availability. Section assessments with multiple choice questions.

Course content

The syllabus focuses on:

- drilling/casing a well
- exploration methods
- offshore oil/origins of oil and gas
- petrochemical plants
- petroleum geology
- production process facilities
- production well testing/reservoir analysis
- the North Sea environment
- transportation
- well completions
- well evaluation/logging method
- well servicing (wireline/coiled tubing)

Prerequisites

None.

Target audience

Personnel with links to the oil industry or those hoping to gain employment within it.

Certification

Petrofac Training Services/City & Guilds-approved certification will be issued on successful completion of scenarios.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services facilities at Forties Road, Montrose.

Items to bring

Full PPE and photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of four and maximum of eight delegates.

Pipeline Pigging Operations

2 days

Price: £560.00 | Fees: £25.00 | Total: £585.00 | Code: OT00633UKPTL

Course overview

This course has been designed to provide delegates with the skills and knowledge required for practical pigging operations in a pipeline.

Course structure

The course is a mix of classroom taught theory, lecture and discussion combined with extensive practical demonstration and hands on training in pigging operations on our custom-built pipeline facility. Written and observational assessments will be undertaken. A course handbook will be provided for future reference. Assessment - multiple choice questions.

Course content

The syllabus focuses on:

- the theory and history of pipeline pigging operations
- safety issues with regard to pigging operations
- delegate hands on operation and instruction in launching/receiving pigs
- principles of pipeline operations
- practical demonstration and hands-on operation of pigging operations
- design and legislation criteria
- pipeline integrity and safety critical issues
- physical environmental issues
- flow assurance and fluid management
- pre-commissioning and testing
- network control systems and leak detection
- pigging operations - standard and specialised
- pipeline isolation, repair methods and reinstatement
- corrosion and inspection techniques

Prerequisites

None.

Target audience

Technicians and engineers who are involved in the practical implementation of pigging operations within the pipeline industry. Suitable for new entrants to the pipeline industry.

Certification

Petrofac Training Services/City & Guilds-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Full PPE and photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of four and maximum of eight delegates.

Piping and Instrumentation Diagrams

1 day

Price: £298.00 | Fees: £25.00 | Total: £323.00 | Code: OT00610UKPTL

Course overview

This course covers all formats of process drawings and provides delegates with the underpinning knowledge, tools and skills to interpret the various types and variations of drawings in the oil and gas industry. These include:

- construction
- isolation
- commissioning
- fault findings
- operation
- engineering upgrades

Course structure

The course comprises two sections - theory in the morning and practical in the afternoon. The afternoon session is based on our pipeloop process area and involves identifying various components on the P&ID. This is in an assessment format, both theoretical and practical (short answer), accompanied with P&IDs, legends and PFDs. On completion of the course, delegates will be able to:

- understand the different types of process drawings available
- use a legend to interpret a P&ID
- appreciate the differences in drawing types between operators

Course content

The syllabus focuses on:

- section types of drawings
- breaking down the P&ID drawing
- instrumentation
- PFDs
- plot plans

Prerequisites

None.

Target audience

Technicians across all disciplines.

Certification

Petrofac Training Services/City & Guilds-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Full PPE to include coveralls, safety boots, gloves, hard hat, safety glasses and high visibility vest. Photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of four and maximum of eight delegates.

Pressure Awareness and Introduction to Flange/Joint Types

2 days

Price: £520.00 | Fees: £25.00 | Total: £545.00 | Code: OT00114UKPTL

Course overview

This course has been designed to provide delegates with a basic knowledge of the different types of flanges and sealing components, coupled with a basic knowledge and appreciation of the elements involved with pressure testing.

Course structure

The course is a mixture of theoretical course work and practical examples, followed by multiple choice questions.

Course content

The syllabus focuses on:

- basic principles of joint applications in the industry
- joint integrity management, case studies showing incidents of joint failure. The impact on the environment, hazards, risks, safety
- different types of flanges/joints: API, ANSI, ASTM, ASME, BS. Material classifications: carbon steel, stainless steel etc., certification, codes and practices/regulations. Different types of sealing gaskets: flexi, ring joints, teflon, elastomers etc.
- flange makeup, bolting, torque/torsion techniques
- pressure testing definitions and general requirements
- explanation of proof testing, strength testing and reinstatement leak testing
- pressure testing mediums explained, different types, hazards associated with using nitrogen, water, air, oils etc
- hazards with hydraulic, pneumatic and atmospheric applications
- hazards involved in pressure testing, case studies of incidents, what can go wrong when integrity is lost
- national standards, HSE code of practice and regulations
- preparation for pressure testing, checklists, risk assessments
- delegates will then be given a series of exercises to conduct out on the pipelooop
- exercises/assessments will comprise of: flange identification of the various flanges on the pipelooop, using the tables provided, determine sizes, classification, pressure rating, sealing face configuration, bolt size, bolt torque values. Determine the pressure rating for the pig. Trap and prepare for pressure testing

Prerequisites

Attendees should have basic knowledge of the oil and gas industry.

Target audience

Personnel who want to, or have entered the oil and gas industry and will be involved with installation, maintenance, design, or who require an overview of good working practices.

Certification

Petrofac Training Services/City & Guilds-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Full PPE and photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of four and maximum of eight delegates.

Nitrogen and Pressure Awareness

1 day

Price: £288.00 | Fees: £0.00 | Total: £288.00 | Code: OT00104UKPTL

Course overview

This course is designed to raise awareness in the use of nitrogen and to raise awareness in pressure testing operations.

Course structure

The course is purely theoretical course work.

Course content

The course focuses on skills required by an assessor:

- nitrogen awareness, properties of nitrogen
- hazards of nitrogen, case studies of incidents
- pressure testing definitions and general requirements
- explanation of proof testing, strength testing and reinstatement leak testing
- pressure testing mediums explained, different types, hazards associated with using nitrogen, water, air, oils etc
- hazards with hydraulic, pneumatic and atmospheric applications
- hazards involved in pressure testing, case studies of incidents, what can go wrong when integrity is lost
- national standards, HSE code of practice and regulations
- preparation for pressure testing, checklists, risk assessments
- final assessment

Prerequisites

Attendees should have a basic knowledge of the oil and gas industry.

Target audience

Personnel involved with installation, maintenance, or who require an overview of good working practices in the sphere of nitrogen use linked to pressure awareness.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

ISSOW - Level 1

1 day

Price: £278.00 | Fees: £0.00 | Total: £278.00 | Code: OT00201UKPTL

Course overview

This course is designed to provide delegates with a working knowledge of the Integrated Safe System of Work (ISSOW) web-based software application.

Course structure

- course overview and introduction
- computer-based training package
- demonstration of ISSOW package
- log on and log off of system
- creating and editing permits
- copying and editing permits from the archive
- ISSOW search engine
- life cycle of permits
- demonstration of routine task templates and implementation of routine tasks

Course content

The syllabus focuses on:

- raise a Work Control Certificate (WCC)
- understand the processes to be followed
- upgrade from Version 1 to Version 4

Prerequisites

Introduction to Permit to Work course suggested but not compulsory. Basic computer and keyboard skills essential.

Target audience

The ISSOW Level One course is aimed at personnel assigned to Petrofac installations only:

- performing authorities (PAs)
- permit users who may become PAs
- permit co-ordinators
- personnel who will be involved in the workforce team, who are required to acknowledge and review the permit
- personnel who otherwise will not be using the system but would like to raise their general awareness

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Every two years unless otherwise stated.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of 4 and maximum of 10 delegates.

Note

If an ISSOW Level One certificate is currently held and still valid from another training facilitator, then this may be acceptable providing it is within a 2-3 year period and completed through the following operators: Amec, Apache, BG, Centrica, Chevron, CNR, Nexen, Shell, Talisman, Taqa, Total and Wood Group. Evidence of course completion may be requested, either through Vantage or a copy of certificate.

ISSOW - Level 2

1 day

Price: £278.00 | Fees: £0.00 | Total: £278.00 | Code: OT00202UKPTL

Course overview

This course is designed to provide delegates with an in-depth knowledge of the Integrated Safe Systems of Work (ISSOW) web based software application including Level Two Risk Assessment and isolation certificates.

Course structure

- course overview and introduction
- computer-based training package
- create work control certificates
- Level One and Level Two risk assessments
- create isolation control certificates
- work control certificate cross referencing
- complex WCC and ICC lifecycles
- auditing
- conduct sanction to test
- long-term isolation register
- Operational Risk Assessments (ORA) and Stand Alone Risk Assessments (SARA)

Course content

The syllabus focuses on:

- raising a work control certificate (WCC) for permits, CSE, ORA and, SARA
- creating ICCs
- conducting audits on WCCs
- placing WCCs and ICCs in sanction to test
- cross reference WCCs
- knowing complex lifecycles of all WCCs and ICCs
- understanding the processes to be followed
- placing ICCs in the LTI register
- upgrade from Version 1 to Version 4

Prerequisites

Recommended:

- introduction to permit to work course
- ISSOW Level One
- task risk assessment awareness
- Safe Isolation and Reinstatement of Plant (SIRP)
- suggested progress from Level One to Level Two - six months
- basic computer and keyboard skills essential

Target audience

The ISSOW Level Two course is aimed at personnel assigned to Petrofac installations only:

- area authorities
- department heads
- isolating authorities
- OIMs and site controllers
- performing authorities who may become AAs
- permit planning co-ordinators

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Every two years unless otherwise stated.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

Photographic ID.

Health

All delegates are required to complete a standard medical questionnaire prior to course commencement.

Dates

On request.

Class numbers

Minimum of four and maximum of ten delegates.



Renewables

etrofac

Renewables

The developing Renewables Sector, which includes offshore wind, wave and tidal, is a vibrant and developing arena where safety for workers will be paramount. There are many similarities with the oil and gas industry but differences do exist, mainly around the types of hazards that personnel working in this environment will experience.

We are building upon our 30+ years' experience of developing safe, competent workforces to the oil and gas industry, and working closely with the Renewables Industry and many of its key organisations and decision makers to help develop standards and training programmes that will address their specific challenges.

The training courses in this section represent those most relevant to renewables and the subsequent course descriptions give more detail on the content of each.

We deliver courses approved by the RenewableUK and the Global Wind Organisation (GWO). We are also able to develop bespoke content around the needs of your renewables project. Contact us to discuss those needs and find out what we can do for you on 0845 606 2 909.

RenewableUK Marine Safety Training

2 days

Price: £525.00 | Fees: £10.00 | Total: £535.00 | Code: MS00186UKPTL

Course overview

The course is designed to provide all personnel operating in the offshore renewable energy industry with the knowledge and skills to be able to transfer safely to and from offshore facilities by vessel, and to respond to emergencies.

Course structure

Delegates will gain the knowledge and skills required for them to safely transit to offshore installations and to respond to vessel and facility emergencies. The course is delivered through a process of explanation, demonstration and delegate participation. During the training, delegates will be required to demonstrate their knowledge and practical skills in accordance with RenewableUK training standard.

Course content

The syllabus focuses on:

- offshore hazards
- overview of relevant legislation
- employer and employee health and safety responsibilities
- PPE requirements for vessel transit and transfer
- equipment transfer methods
- vessel transit and transfer methods
- procedures for vessel and facility emergencies
- rescue and recovery
- basic first aid actions

Prerequisites

None.

Target audience

Personnel who are transiting and transferring to and from offshore renewable facilities.

Certification

RenewableUK-approved certification will be issued on completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear, a towel, photographic ID and RenewableUK Working at Height certificate.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

On request.

RenewableUK Refresher for Marine Safety Training

1 day

Price: £345.00 | Fees: £10.00 | Total: £355.00 | Code: MS00187UKPTL

Course overview

The course is designed to provide all personnel operating in the offshore renewable energy industry with refresher training to be able to transfer safely to and from offshore facilities by vessel, and to respond to emergencies.

Course structure

Delegates will refresh the knowledge and skills required for them to safely transit to offshore installations and to respond to vessel and facility emergencies. The course is delivered through a process of explanation, demonstration and delegate participation. During the training, delegates will be required to demonstrate their knowledge and practical skills in accordance with the RenewableUK training standard.

Course content

The syllabus focuses on:

- vessel to turbine transfer practical
- vessel and facility emergency procedures
- marine evacuation and recovery theory
- evacuation and recovery practical; including PPE, liferaft use, in-water survival techniques, helicopter rescue
- marine survival first aid

Prerequisites

Delegates must hold a current RenewableUK Marine Safety Training - Vessel Transit & Transfer certificate.

Target audience

Personnel who have attended initial RenewableUK Marine Safety Training and wish to maintain a current certification.

Certification

RenewableUK approved certification will be issued on completion of the course.

Revalidation

Every two years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear, a towel, photographic ID, RenewableUK Marine Safety Training certificate, RenewableUK Working at Height certificate.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

On request.

GWO Basic Safety Training - Sea Survival

1 1/2 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: MS00106UKPTL

Course overview

The course is designed to provide all personnel operating in the offshore renewable energy industry with the knowledge and skills to be able to transfer safely to and from offshore facilities by vessel, and to respond to emergencies.

Course structure

Delegates will gain the knowledge and skills required for them to safely transit to offshore installations and to respond to vessel and facility emergencies. The course is delivered through a process of explanation, demonstration and delegate participation. During the training, delegates will be required to demonstrate their knowledge and practical skills in accordance with the Global Wind Organisation (GWO) training standard.

Course content

The syllabus focuses on:

- overview of relevant legislation
- PPE for vessel transit and transfer
- vessel transit safety
- personal and equipment transfer methods
- procedures for vessel and facility emergencies
- responding to man overboard including first aid
- rescue and recovery
- vessel to turbine transfer practical
- evacuation and recovery practical; including PPE, descent into water, liferaft use, in-water survival techniques and helicopter rescue

Prerequisites

None.

Target audience

Personnel who are transiting and transferring to and from offshore renewable energy installations.

Certification

GWO approved certification will be issued on completion of the course.

Revalidation

Every four years.

Venue

Held at Petrofac Training Services, Altens, Aberdeen.

Items to bring

All delegates must bring swimwear and a towel.
Photographic ID.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.



Fabric Maintenance

OPITO Blaster/Sprayer Level 1

3 days

Price: £924.00 | Fees: £25.00 | Total: £949.00 | Code: FM00008UKPTL

Course overview

This course is designed to provide delegates with a basic knowledge of the blaster/painter industry. It will include the responsibilities of the blaster/painter on current health and safety, environmental and quality requirements.

Course structure

Delegates will gain a basic level of understanding and awareness through explanation, demonstration and supervised practical exercises.

Course content

The syllabus focuses on:

- introduction to blasting and painting
- working safely
- compressor awareness
- surface preparation and blasting
- painting and spraying
- quality control

Prerequisites

None.

Target audience

Personnel who want to work as an industrial blaster/sprayer. The training could also serve as a useful refresher course for experienced blaster/sprayers who wish to test their knowledge and skills before being assessed against the OPITO Blaster/Sprayer Competence Standard.

Certification

An OPITO-approved trainee blaster/painter certificate will be issued on successful completion of the course.

Revalidation

None.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Safety boots, coveralls. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates will be asked to complete a medical questionnaire prior to course commencement.

Dates

On request.

Abrasive Blasting Operative

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: FM00101UKPTL

Course overview

This course is designed to provide delegates with a basic knowledge of grit blasting surface preparation discipline from the industrial painting industry, including the health, safety, environmental and quality requirements.

Course structure

Delegates will gain an understanding and awareness of surface preparation using wet and dry blasting methods through explanation, demonstration, and supervised practical sessions.

Course content

The syllabus focuses on:

- legislation governing industry
- working safely
- compressor awareness
- surface preparation using wet and dry blasting methods
- quality control

Prerequisites

Delegates must be at least 18 years of age.

Target audience

Newcomers to the industry or experienced personnel who wish to improve their skill set and knowledge of industry requirements.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls and safety boots. Photographic ID.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Industrial Coatings Supervisor

2 days

Price: £681.00 | Fees: £0.00 | Total: £681.00 | Code: FM00003UKPTL

Course overview

This course is designed to provide delegates with knowledge of the health, safety, environmental and quality duties carried out by an industrial coatings supervisor. The course also includes instruction and training in the use of safe air testing equipment.

Course structure

Delegates will gain an understanding and awareness of roles and responsibilities of an industrial coatings supervisor through explanation, demonstration and supervised practical sessions.

Course content

The syllabus focuses on:

- legislation governing industry
- working safely
- company management systems
- customer specifications
- project control
- manufacturers' data sheets
- quality inspection and control
- breathing air quality
- engineering drawings

Prerequisites

Delegates must be at least 18 years of age.

Target audience

Experienced industrial coatings operatives who will be carrying out a supervisory role, as well as existing supervisors who wish to improve their knowledge and understanding.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls and safety boots. Photographic ID.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Industrial Mechanical Preparation and Brush Painting

1 day

Price: £385.00 | Fees: £0.00 | Total: £385.00 | Code: FM00002UKPTL

Course overview

This course is designed to provide delegates with a basic knowledge of the mechanical preparation/brush painting discipline from the industrial painting industry, including the health, safety, environmental and quality requirements.

Course structure

Delegates will gain an understanding and awareness of mechanical preparation and brush painting through explanation, demonstration, and supervised practical sessions.

Course content

The syllabus focuses on:

- legislation governing industry
- working safely
- compressor awareness
- surface preparation using hand and power tools
- hand painting (understanding manufacturers' application and health and safety data sheets)
- quality control

Prerequisites

Delegates must be at least 18 years of age.

Target audience

Newcomers to the industry or experienced personnel who wish to improve their skill set and knowledge of industry requirements.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls and safety boots. Photographic ID.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Industrial Surface Coating

1 day

Price: £385.00 | Fees: £0.00 | Total: £385.00 | Code: FM00102UKPTL

Course overview

This course is designed to provide delegates with a basic knowledge of surface coating discipline from the industrial painting industry, including the health, safety, environmental and quality requirements.

Course structure

Delegates will gain an understanding and awareness of surface coating methods through explanation, demonstration and supervised practical sessions.

Course content

The syllabus focuses on:

- legislation governing industry
- working safely
- compressor awareness
- surface coating using airless spray methods
- quality control

Prerequisites

Delegates must be at least 18 years of age.

Target audience

Newcomers to the industry or experienced personnel who wish to improve their skill set and knowledge of industry requirements.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls and safety boots. Photographic ID.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Introduction to Fabric Maintenance (Supervisors)

2 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: FM00007UKPTL

Course overview

The course will allow people not directly involved in blasting and painting a chance to see exactly what the employees do. It will allow them to understand terminology of some of the equipment and how it works.

Course structure

Run through of why blasting and painting is important. Delegates have the option of practical exercises including blasting, painting and needle gunning.

Course content

The syllabus focuses on:

- awareness on fabric maintenance
- safety on fabric maintenance
- importance of fabric maintenance
- practical tasks in fabric maintenance

Prerequisites

All delegates must be at least 18 years of age.

Target audience

Senior members of the fabric maintenance department who have had no previous experience using the tools or products, i.e. project managers and project engineers.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls, safety boots. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

OPITO Fireproofing Training Level 1

21/2 days

Price: £924.00 | Fees: £25.00 | Total: £949.00 | Code: FM00010UKPTL

Course overview

This course is designed to provide delegates with a basic knowledge of the fireproofing industry, including the health, safety, environmental and quality requirements.

Course structure

Delegates will gain an understanding and awareness of removal, hand and spray application methods through explanation, demonstration and supervised practical sessions.

Course content

The syllabus focuses on:

- legislation governing industry
- working safely
- quality control
- hand application
- spray application

Prerequisites

Delegates must have completed the OPITO Blaster/Painter Level 1, or be able to demonstrate competency to the OPITO Blaster/Painter Level 1 competency standard.

Target audience

Personnel who wish to work as an industrial fireproofers. The course could also serve as a useful refresher course for experienced fireproofers who wish to test their knowledge against the OPITO Fireproofers Competence Assessment Level 2 Standard.

Certification

An OPITO-approved Trainee Fire Proofer certificate will be issued on successful completion of the course.

Revalidation

Not applicable.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Safety boots, coveralls. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

OPITO Blaster/Sprayer Competence Assessment

2 days

Price: £770.00 | Fees: £25.00 | Total: £795.00 | Code: FM00005UKPTL

Course overview

This course is designed to assess delegate competence in the blaster/sprayer role. It assumes that delegates have experience in the role and provides opportunity for delegates to demonstrate their knowledge and skills in a variety of tasks relevant to their role. It is not a training course.

Course structure

An assessment plan will be agreed with each delegate at course commencement. Delegates will then be assigned a series of tasks including practical activities. Each delegate will be assessed by observation and oral and written questioning.

Course content

The syllabus focuses on:

- contributing to effective work activities
- contributing to health, safety and environmental quality
- operating compressor equipment
- surface preparation - blasting and needle gunning
- applying coatings/spray and hand application

Prerequisites

Delegates must have (a) a valid OPITO-approved Blaster/Sprayer Training Certificate Level 1 and a fully completed OPITO-approved logbook; or (b) verifiable evidence of blaster/sprayer experience.

Target audience

Personnel who wish to become OPITO-certified competent blaster/sprayers, having already completed their OPITO initial training and/or already have sufficient workplace experience in industrial blasting and painting activities.

Certification

OPITO-approved certification will be issued on successful completion of the course.

Revalidation

Blaster/sprayers that wish to maintain their OPITO competence certification must be assessed as meeting this standard every four years.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls, safety boots. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Company Specific Competence Assessment

2 days

Price: £POR | Fees: £0.00 | Total: £POR | Code: FM00103UKPTL / FM00104UKPTL

Course overview

These assessments are tailored to suit the needs of the company, the purpose is to assess candidates on the skills that they already have as fabric maintenance technicians and see whether or not they could be moved onto further career developments. They are made bespoke to follow the process, procedures and paperwork of a company.

Course structure

Candidates will be asked to perform basic task that would be required of them as a painter/blaster/sprayer working offshore, including completion of paperwork and a written assessment. Each task will be supervised and assessed and feedback given at the end, along with a full comprehensive report sent to the company.

Course content

The syllabus focuses on:

- all candidates will complete a toolbox talk
- practical assessments on each task agreed

Prerequisites

Candidates must have sufficient experience working as a blaster/sprayer offshore. Completion of a prior experience form to ascertain exactly what the candidate will be assessed on including blasting/spraying/mechanical preparation/running of a compressor/setting up equipment/finding anomalies in paperwork and equipment.

Target audience

Companies who are looking to create a career development process for employees in the blaster/sprayer role and to ascertain exactly what each employee can do safely i.e. blaster and sprayer or just blaster.

Certification

Candidates will be given a maximum of two Petrofac Training Services-approved certificates, issued on successful completion of the course - one for mechanical preparation/blasting and another for airless spraying.

Revalidation

None.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls, safety boots. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Cordless Heavy Duty Spraying/Coating

1/2 day

Price: £748.00 | Fees: £0.00 | Total: £748.00 | Code: FM00009UKPTL

Course overview

This course is designed to provide delegates how to use cordless heavy duty spraying/coating equipment.

Course structure

Delegates will gain an understanding and awareness through demonstration and expiation and supervised practical sessions.

Course content

The syllabus focuses on:

- working safely
- quality control
- surface coating using cordless unit spray methods

Prerequisites

None.

Target audience

Companies that wish their staff to be competent in using cordless heavy duty spray guns.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

None.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls, safety boots. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Trade Testing (Fabric Maintenance)

1 day

Price: £POR | Fees: £0.00 | Total: £POR | Code: FM00111UKPTL

Course overview

These assessments are tailored to suit the needs of the company, the purpose is to assess candidates on the skills that they already have as fabric maintenance technicians and to see whether or not they could be moved onto further career developments. They are made bespoke to follow the process, procedures and paperwork of a company.

Course structure

Candidates will be asked to perform basic tasks that would be required of them as a painter/blaster/sprayer working offshore, including completion of paperwork and a written assessment. Each task will be supervised and assessed and feedback given at the end, along with a full comprehensive report sent to the company.

Course content

The syllabus focuses on:

- all candidates will complete a toolbox talk
- practical assessments on each task agreed

Prerequisites

Candidates must have sufficient experience working as a blaster/sprayer offshore. Completion of a prior experience form to ascertain exactly what the candidate will be assessed on including blasting/spraying/mechanical preparation/running of a compressor/setting up equipment/finding anomalies in paperwork and equipment.

Target audience

Companies who are looking to create a career development process for employees in the blaster/sprayer role and to ascertain exactly what each employee can do safely i.e. blaster and sprayer or just blaster.

Certification

Candidates will be given a maximum of two Petrofac Training Services-approved certificates, issued on successful completion of the course - one for mechanical preparation/blasting and another for airless spraying.

Revalidation

None.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls, safety boots. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Air Purity Testing

2 hours

Price: £POR | Fees: £0.00 | Total: £POR | Code: FM00105UKPTL

Course overview

Designed to give delegates an insight into the importance of safe air testing.

Course structure

Learn how to operate safe air testing kits.

Course content

The syllabus focuses on:

- theory
- safe air practical

Prerequisites

None.

Target audience

Company specific and self sponsor.

Certification

Petrofac Training Services-approved certification will be issued on successful completion of the course.

Revalidation

None.

Venue

Held at Petrofac Training Services, Forties Road, Montrose.

Items to bring

Coveralls, safety boots. Delegates must present photographic ID at the start of the course. Accepted forms are government issued photographic identification, e.g. passport or driving licence.

Health

All delegates to complete a medical questionnaire prior to course commencement.

Dates

On request.

Competence Assurance and Management



Competence Assurance and Management

SkillsVX, coupled with our Training Management Solutions (TMS) and Competence Management Solutions (CMS) systems, provide our customers with a bespoke solution to manage all of their competency and capability assurance requirements. Read more about SkillsVX, TMS and CMS.

SkillsVX

SkillsVX is a highly flexible software based solution that provides a transparent overview of competence compliance within a business.

Clients can use our world-class software to assure internal and external stakeholders that workforce capabilities comply with operational and regulatory requirements. SkillsVX can analyse the workforce of an individual business unit, a specific asset or the organisation as a whole.

The software tool has become part of our stable of services following our acquisition of the SkillsVX business.

SkillsVX can be used to:

- provide a comprehensive measurement of workforce capability and performance
- manage and track workforce skill and knowledge gap closure
- enable fit-for-purpose management of training, competence and development processes
- generate auditable, on-demand compliance dashboard reports to meet operational and regulatory requirements
- enable comprehensive planning and tracking of all personnel scheduling

Training Management Solutions (TMS)

We provide professional and cost-effective outsourced training management solutions for the co-ordination and administration of customers' complete training requirements. Outsourcing your training management requirements brings benefits such as:

- reduced functional overhead costs via a single monthly invoice for all customer training costs
- purchasing power to negotiate favourable terms with suppliers
- heightened awareness of industry requirements
- reduced administration effort
- improved visibility of training spend
- clarity of management reporting information
- visibility of training provision
- recommendation on third-party suppliers
- management of customers' database/Learning Management System (LMS)

TMS acts as the point of liaison for all contract issues associated with global training customers' requirements. We provide a dedicated team of administrators and functional support assisted by additional team resources as and when required to match the volume of activity.

Our service is comprehensive and flexible, ensuring that the overall solution is designed and developed in conjunction with customers' existing processes and systems. The services offered range from a booking service through to the management of training matrices, plans and training events. In addition, the TMS team provides administration support, procurement and records of delegates' progress. The TMS service is available for companies of any size; from SME's with no training infrastructure in place to large multinational companies who wish to outsource some, or all of their training associated administration.

For more information, please email tms@petrofactraining.com

Competence Assurance and Management

Competence Management Solutions (CMS)

We have a wealth of knowledge and experience in assisting organisations with developing and building a regional or global competency framework that will support their operational requirements. We work closely with our customers to ensure that we source the best competency solution for them, either in the selection of a globally recognised standard or building a bespoke competency framework to meet specified requirements.

The competence management solution may include:

- identification and review of existing capability including a competency gap analysis to identify customers' specific competency needs
 - selection of a relevant competency standard
 - design of a competency framework tailored to specific customer needs
 - rationalisation of regional or local job descriptors
 - development of role competence profiles
 - mapping of knowledge and performance criteria
 - design and development of assessment and verification guidelines and associated supporting documentation
- training and/or provision of qualified assessors and verifiers
 - recommendation of a competence management software solution for the competence framework, job roles, personnel details and training records
 - providing a comprehensive administration service including the management of the competence management system (CMS)
 - quality assurance – audit and review of system and assessment records to ensure compliance with all processes and procedures and validity and accuracy of the information contained within the CMS

For more information, please email competency@petrofactraining.com or call **01224 244736**

Unit L&D 9Di Assess Workplace Competence using Direct and Indirect Methods (formerly A1)

Duration dependent upon requirements

Price: £POR | Fees: £0.00 | Total: £POR | Code: OT00654UKPTL

Who this unit is for

This Unit is for those who assess in the workplace using a wide range of assessment methods, both direct and indirect. The person wishing to achieve this unit (the assessor-candidate) will use the following direct methods: observation, examination of work products (both created and not created at the time of observation) and questioning.

They may also be involved in authenticating indirect evidence such as:

- discussing with candidates
- testimony of others (witnesses)
- examining candidate statements
- assessing candidates in simulated environments
- Recognising Prior Learning (RPL) - otherwise known as the Accreditation of Prior Achievement (APA).

The assessment decisions made by the assessor-candidate will be used to confirm achievement in a range of situations such as assessing SVQs, other workplace qualifications or in-company standards.

For this Unit assessments must be of a substantial but realistic and manageable piece of the candidate's work. Each assessment should cover the full assessment cycle to include planning, judging evidence, providing feedback and recording the decision.

What this unit is about

The types of activities the assessor candidate will be involved in include:

- preparing to assess
- planning assessments
- assessing candidate performance and knowledge
- confirming progression and achievement

To achieve this Unit the assessor-candidate must assess the competence of two candidates on two occasions in their place of work using a set of standards such as those provided by a national awarding/standard setting body or the candidate's employer.

The assessor-candidate's knowledge will be assessed by them taking part in a discussion with their assessor or answering questions (either written or oral) or providing a statement of how and why they carried out certain activities, or a combination of these.

The assessor-candidate's performance will be assessed by their assessor observing them conduct part of the assessment process and by looking at products of their work such as:

- notes relating to pre-assessment planning discussions
- assessment plans agreed with the candidates
- records detailing assessment decisions
- feedback records used to convey progression/achievement to the candidates
- records of the standardisation activities the assessor-candidate has been involved in

Attendance on this programme is only open to delegates who:

- have access to two candidates who are working towards their qualification in the workplace
- are considered technically competent in the area that they are expected to assess
- are willing to carry out assessments and make assessment decisions
- are prepared to ask candidates questions as required to clarify an element of the standard(s) being assessed
- have the ability to judge whether the candidate's performance/responses are acceptable and satisfy the requirements of the standard(s) being assessed
- have a basic understanding of the English language

Unit L&D11 Internally Monitor and Maintain the Quality of Workplace Assessment (formerly V1)

Duration dependent upon requirements

Price: £POR | Fees: £0.00 | Total: £POR | Code: OT00120UKPTL

Who this unit is for

This Unit is for those monitoring assessment processes and decisions within an organisation and helping to maintain and improve the quality of workplace assessment. The internal quality assurance process being conducted by the internal verifier-candidate can be for SVQs, work-based qualifications or in-company standards.

What this unit is about

The types of activities the assessor-candidate will be involved in include:

- preparing to carry out internal quality assurance
- planning internal quality assurance
- carrying out planned monitoring of the quality of assessment
- providing assessors with feedback, advice and support to help them maintain and improve their assessment practice
- meeting appropriate external quality assurance requirements

Assessment guidance

This Unit is suitable for those who carry out the internal quality assurance (QA) of the assessment process in accordance with appropriate external quality assurance requirements.

It involves carrying out internal verification or auditing of assessments, supporting assessors through feedback and ensuring consistency in the assessment process.

Unlike the previous V1 Unit, it does not require the candidate to be directly involved with the external QA process and does not require a responsibility for the overall management of the QA system.

The types of activities the internal verifier candidate will be involved in include:

- preparing to carry out internal Quality Assurance
- planning internal Quality Assurance
- carrying out planned monitoring of the quality of assessment
- providing assessors with feedback, advice and support to help them maintain and improve their assessment practice
- meeting appropriate external Quality Assurance requirements

This unit is suitable for those who carry out the internal QA of the assessment process in accordance with appropriate external Quality Assurance requirements. It involves carrying out internal verification or auditing of assessments, supporting assessors through feedback and ensuring consistency in the assessment process.

Competence Assurance Assessor Training Customised Course

(SQA Approved)

Price: £POR | Fees: £0.00 | Total: £POR

Course description

This course is for companies who require an in house assessor course that is formally recognised by an awarding body (SQA) and is customised to their own company's competency standards. The course duration is two days, day one for the core learning outcomes to be achieved, and day two is reserved for course assessments and any company specific learning outcomes .

Course content

LO 1 - Understand the competence assurance process in the work place

- 1.1 explain the reasons for having a competence assurance process
- 1.2 demonstrate knowledge and understanding of the assessment/verification cycle
- 1.3 describe the roles and responsibilities relating to assessment in the workplace
- 1.4 demonstrate knowledge and understanding of the standardisation process

LO 2 - Prepare and plan for assessment

- 2.1 prepare for assessment
- 2.2 plan for assessment
- 2.3 demonstrate knowledge and understanding of the VARCS principles of assessment

LO 3 - Carry out assessment in the workplace

- 3.1 judge evidence against a competence standard
- 3.2 provide feedback to a candidate following an assessment
- 3.3 record the assessment decision
- 3.4 provide advice and support to a candidate

LO 4 - Demonstrate the key skills of a workplace assessor

- 4.1 communicate clearly with the candidate at all times
- 4.2 observe objectively the performance of the candidate
- 4.3 question the candidate effectively
- 4.4 explain how to manage any potential conflict successfully

The assessor-candidate's knowledge will be tested by a written paper and performance observed by their assessor.

Target audience

Delegates who:

- are considered technically competent in the area that they are expected to assess
- are willing to carry out assessments and make assessment decisions
- are prepared to ask candidates questions as required to clarify an element of the standard(s) being assessed
- have the ability to judge whether the candidate's performance / responses are acceptable and satisfy the requirements of the standard(s) being assessed.
- have a basic understanding of the English language

WHEN PUSHED AND IT IS
DO NOT TOUCH SWITCHES



Metering

Metering and Sampling - Basics

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to flow metering.

Course structure

This course combines both theoretical and practical aspects to provide delegates with the knowledge and skills required in this area. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- introduction to metering and measurement
- why and where do we measure
- how do we meter
- common flowmeters
- secondary instruments
- sampling and analysis
- flow computers

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Metering and Sampling - Intermediate

2 days

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide a more in-depth coverage of flow metering.

Course structure

This course combines both theoretical and practical aspects to provide delegates with the knowledge and skills required in this area. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the course.

Course content

The syllabus focuses on:

- introduction to metering and measurement
- why and where do we measure
- how do we meter
- common flow meters
- secondary instruments
- sampling and analysis
- flow computers
- flow measurement systems
- calibration and verification
- meter system management
- product allocation
- uncertainty
- meter considerations

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Metering and Sampling - Advanced

3 days

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide a more advanced study of flow metering.

Course structure

This course combines both theoretical and practical aspects to provide delegates with the knowledge and skills required in this area. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the course.

Course content

The syllabus focuses on:

- introduction to metering and measurement
- why and where do we measure
- regulation and legislation
- common flow meters
- flowmeter selection influences
- flowmeter case studies
- secondary instruments
- secondary instruments selection
- sampling and analysis
- chromatograph performance tracking
- flow computers
- flow computers in practice
- building flow measurement systems
- calibration, validation and verification
- meter system management
- allocation principles and practical examples
- uncertainty analysis
- exposure and cost benefit analysis
- meter considerations

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Introduction to Flow Computers

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course will provide an introduction to flow computers and give an insight into the operation of a range of commonly used flow computers. Hardware system simulation is employed to provide a representation of real life scenarios such as meter proving and sampling.

Course structure

This course combines both flow computer theory and practical flow computer use to enable delegates to understand and operate a number of commonly used flow computers. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- an introduction to flow computers
- S600+ overview and operation
- Flow-X overview and operation
- MeterNet overview and operation
- software and configuration overview
- flow computer configuration transfer
- I/O assignment and calibration
- maintenance and fault-finding

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Practical Introduction: Emerson FloBoss S600+

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of the FloBoss S600+. System simulation is employed to provide actual representations of real life situations such as meter proving and sampling.

Course structure

This course combines theory and practical flow computer use to provide delegates with the knowledge and skills required to operate the FloBoss S600+ with confidence. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the course.

Course content

The syllabus focuses on:

- an introduction to flow computers
- S600+ introduction and overview
- S600+ and S600 comparison
- S600+ structure and hardware
- flow computer front panel operation
- webserver operation
- use of Config600 - IPL600
- upload and download flow computer configurations
- maintenance and fault-finding

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Practical Introduction: OMNI 3000/6000

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of Omni 3000 and 6000 series flow computers. System simulation is employed to provide actual representations of real life situations such as meter proving and sampling.

Course structure

This course combines theory and practical flow computer use to provide delegates with the knowledge and skills required to operate these flow computers with confidence. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the course.

Course content

The syllabus focuses on:

- an introduction to flow computers
- Omni introduction and overview
- flow computer structure, hardware and module types
- Omni front panel and keypad operation
- using OmniCom configuration software
- flow computer setup
- maintenance and fault-finding

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Practical Introduction: Spirit IT Flow-X

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of the Flow-X flow computer from Spirit IT. System simulation is employed to provide actual representations of real life situations such as meter proving and sampling.

Course structure

This course combines both theory and practical flow computer use to provide delegates with the knowledge and skills required to operate Flow-X flow computers with confidence. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the course.

Course content

The syllabus focuses on:

- an introduction to flow computers
- flow computer architecture and hardware
- front panel and flow computer operation
- displays, alarms and reports
- flow computer configuration using Flow-Xpress software
- webservice operation
- maintenance and fault-finding

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Practical Introduction: Krohne Summit 8800

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of the Krohne 8800 flow computer. System simulation is employed to provide actual representations of real life situations such as meter proving and sampling.

Course structure

This course combines theory and practical flow computer use to provide delegates with the knowledge and skills required to operate the Krohne 8800 with confidence. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- an introduction to flow computers
- Krohne 8800 structure and hardware
- webserver operation
- front panel layout and operation
- software and configuration overview
- I/O assignment and calibration
- logs, alarms and reports
- maintenance and fault-finding

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Practical Introduction: SGC MeterNet I/O

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of SGC's MeterNet I/O system. Hardware simulation is employed to provide actual representations of real life situations such as meter proving and sampling.

Course structure

This course combines theory and practical system use to provide delegates with the knowledge and skills required to operate and maintain a MeterNet system with confidence. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- an introduction to MeterNet
- MeterNet hardware: I/O, Integrator, Meteor
- MeterNet I/O: basic modules and metering modules
- MeterNet configuration using Omniset templates
- downloading flow computer applications with ISaGRAF
- maintenance and fault-finding

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Introduction to SCADA

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of a range of SCADA software packages. System simulation is employed to provide actual representations of real life situations such as alarm handling, proving, report generation and sampling.

Course structure

This course combines SCADA theoretical concepts along with extensive practical SCADA use. This mixture will provide delegates with the knowledge and skills required to operate these systems with confidence. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- an introduction to SCADA
- SCADA architecture
- using SCADA systems for metering supervisory computers
- essential elements of SCADA in a metering supervisory computer
- hardware, software, communications
- network connectivity - bridges and switches
- SCADA maintenance and fault diagnosis

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

SCADA Software: Schneider CitectSCADA

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of the CitectSCADA software package. System simulation is employed to provide actual representations of real life situations such as alarm handling, proving, report generation and sampling.

Course structure

This course combines SCADA theoretical concepts along with extensive practical SCADA use. This mixture will provide delegates with the knowledge and skills required to operate these systems with confidence. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- an introduction to SCADA
- SCADA architecture
- hardware, software, communications
- Fieldbus and Modbus protocols
- Ethernet and TCP/IP
- network connectivity - bridges and switches
- installation and setup of the SCADA system
- SCADA maintenance and fault diagnosis

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

SCADA Software: Spirit IT eXLerate

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of the Spirit IT eXLerate software package. System simulation is employed to provide actual representations of real life situations such as alarm handling, proving, report generation and sampling.

Course structure

This course combines SCADA theoretical concepts along with extensive practical SCADA use. This mixture will provide delegates with the knowledge and skills required to operate these systems with confidence. Interactive, computer-based assessment is used to monitor progress throughout the day.

Course content

The syllabus focuses on:

- an introduction to SCADA
- SCADA architecture
- hardware, software, communications
- Fieldbus and Modbus protocols
- Ethernet and TCP/IP
- network connectivity - bridges and switches
- installation and setup of the SCADA system
- SCADA maintenance and fault diagnosis

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

SCADA Software: RealFlex 6

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the use and operation of the RealFlex 6 software package. System simulation is employed to provide actual representations of real life situations such as alarm handling, proving, report generation and sampling.

Course structure

This course combines SCADA theoretical concepts along with extensive practical SCADA use. This mixture will provide delegates with the knowledge and skills required to operate these systems with confidence. Interactive, computer-based assessment is used to monitor progress throughout the day

Course content

The syllabus focuses on:

- an introduction to SCADA
- SCADA architecture
- RealFlex6 servers
- Flex.View client
- hardware, software, communications
- Fieldbus and Modbus protocols
- RealFlex tools (Flex.OPC, Flex.Base)
- network connectivity - bridges and switches
- installation and setup of the SCADA system
- SCADA maintenance and fault diagnosis

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Practical Introduction: Digital Communications

1 day

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to provide an introduction to the wide range of digital communication protocols, signals and hardware used in modern flow metering systems. System and signal simulation is widely used to provide actual representations of real life situations which demonstrate the principles being discussed.

Course structure

This course combines both theory and practical exercises using industry standard equipment to provide delegates with the knowledge and skills required to work with modern communications systems. Interactive, computer-based assessment is used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- network architecture
- transmission characteristics
- serial data communications, RS-232, RS-422, RS-485
- protocols: Modbus and HART
- Ethernet bridge configuration and setup
- introductory OPC communications
 - OPC Tools – Matrikon and Kepware

Prerequisites

None.

Target audience

Personnel working as operators and technicians in the flow measurement industry.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.

Practical Introduction: Gas Chromatography

2 days

Price: £POR | Fees: £0.00 | Total: £POR

Course overview

This course is designed to introduce the concepts and terminology used in natural gas chromatography. Although the Daniel Model 500 will be the main system used for demonstration and fault finding purposes, information will be given on the Model 700 and the in depth course material can be applied to other chromatographs. Coverage of the MON2000 software package will be included.

Course structure

This course combines theory and practical exercises to provide delegates with the knowledge and skills required to understand the operating principles, carry out routine maintenance procedures and diagnose faults in gas chromatographs. Interactive, computer-based assessment along with practical assignments are used to monitor and evaluate progress throughout the day.

Course content

The syllabus focuses on:

- introduction to basic chromatography
- the Model 500 chromatograph
- valves and solenoids
- start-up and maintenance
- the Model 700 chromatograph
- the 2350 GC controller
- MON software
- calibration gas and analysis calculations

Prerequisites

None

Target audience

Personnel working as operators and technicians in the flow measurement industry and in gas quality measurement.

Certification

Petrofac certification will be issued on successful completion of the course.

Venue

Various locations worldwide.

Items to bring

None.

Dates

On request.



Oilennium

Online Interactive Learning

Oilennium

Oilennium provides expert 'blended' training solutions for the Oil and Gas Industry

We specialise in providing a mixture of training materials in several key ways:

- eLearning courses
- instructor led courses
- specialist training animations
- equipment and site simulations
- Learning Management Systems (otherwise know as LMS, Virtual Learning Environments or VLE)
- ConTrainer – remote LMS

Oilennium benefits from in-house 'Subject Matter Experts' (SMEs), experienced training professionals from the oil and gas Industry

Our in house SMEs work side-by-side with our Instructional Designers and Creative Teams to ensure that every part of our training material is both current and technically accurate.

All of our blended learning solutions, from eLearning through to immersive 3D Simulations, utilise the latest technology to deliver stunning 3D visuals, sounds and reactive feedback to the learner.

By using our advanced 3D animation technology, we can bring your specialist equipment from the workshop to the office and seamlessly integrate it into the training.

We build interactive, trackable Learning Management Systems (LMS) to host your branded interactive training courses. Users can log in at any time and undertake training, they no longer have to travel to specialist learning centres or have extended downtime away from their job.

Our eLearning and Simulators can be used to support Instructor Led and on-the-job training. Having staff complete structured online courses or simulations before they attend a classroom or on-the-job training course, the trainer can be sure that attendees have a required level of understanding. This ensures staff gain maximum benefit from the session and their time away from work is as cost-effective as possible.

For clients with training requirements that are limited by remote geographical locations and poor internet connections (rigs, vessels and remote sites), Oilennium offer the same high quality, rich training experiences through our 'ConTrainer' maximising your staff's down time. A complete LMS, containing all of your required courses, can be deployed at your location for single or multi user access on the local network. The only Internet connection needed (VSAT for example) is to transmit exceptionally small amounts of data back to your head office for reporting and tracking of your employees.

Our eLearning courses vary from library courses that are ready for staff to enrol on and start taking now, through to bespoke training courses specific to our client's requirements from procedures and training in specific pieces of equipment to site specific induction and safety training.

Our library courses are available within these areas:

- HSSEQ
- Technical
- Leadership and Management

Library Courses (instant access)

Oilennium provides a large range of library courses including:

An Introduction to Oil and Gas

A suite of modules, covering History, Geology, Exploration, Drilling, Rigs and Installations, Completions, Evaluation, Production and more.

HSSEQ

A range of modules covering such subjects as: Working at Height, Pressure Safety, Security Abroad, Manual Handling.

Technical modules

Including Hydraulics, Pneumatics, Electronics, Hammer Unions, P&IDs, Leadership and Management: Right First Time, Leadership, Time Management and Project Management.

Learning Management Systems (LMS)

Oilennium can build and operate your LMS for you. Full tracking and reporting capability.

Remote LMS – The ConTrainer

For our clients working in remote areas including offshore, we have developed a remote LMS system. It functions the same as an online LMS, but only requires Internet access for updating records.

Simulators

We have developed a range of simulators, which are being used to train and assess competence in Drill Pipe Handling, Process Safety (Double Block and Bleed), Equipment Pre-Start (Diesel and Electronic), Mechanical Build.

How we're different

At Oilennium we don't just tell, we teach. Using innovative techniques, our CBTs are aimed at getting the knowledge across and achieving good retention rates. This makes our learning very cost-effective and more engaging for the learner. We are also oil and gas experts, so our courses are filled with technical know-how.

Case Study

In late 2011, a client approached Oilennium with a need for the immediate creation of a series of health and safety training courses. The client had identified a crucial gap in its available health and safety training. Further, much of the client's existing material was out-of-date and ineffectively designed. The client required eight instructor-led training courses to be produced for use in training seminars that would be held at the end of January 2012. Oilennium produced and delivered all eight courses well within the tight deadlines.

Results: The client successfully launched the training on time, which resulted in a substantial reduction in incident rates.

Dead Jed

Approximate duration: 20 minutes

You make decisions every day, we all do, but I bet you don't give them much thought. The oil and gas industry can be a hazardous environment, where a small decision could soon escalate into something far larger. Have you ever thought about the possible impact of your decisions, your short cuts to get the job done quicker?

This short and very moving film looks at the consequences of these decisions and the domino effect of allowing certain behaviours to pass as normal.

At the end of this demonstration, you should be able to:

- identify the consequences of taking shortcuts
- identify the implications of not following the correct procedures
- recognise the knock on effects of quick and careless decisions

Gail's Shoes

Approximate duration: 15 minutes

Have you ever thought about the impact an accident at work could have on your life, or the lives of those closest to you?

This short, and very moving film tells the story of Gail, whose life has been altered forever by a single, tragic incident at her husband's workplace.

The aim of this course is to teach you about the following subjects:

- consider the importance of health and safety provision at work
- consider the impact that an accident at work could have on your life
- consider the responsibility we all have to stay as safe as possible at work

The Loss Adjuster

Approximate duration: 15 minutes

Accidents don't just have cost implications for business but can also create personal tragedy.

This presentation looks at one man's struggle to reconcile his professional attitude to accidents, as a loss adjuster for an insurance company, with the personal consequences of the incidents he investigates.

The aim of this course is to teach you about the following subjects:

- consider the different ways in which accidents affect businesses and individuals
- consider the ways in which accidents are caused and how they can be predicted
- consider how understanding the causes of accidents can help to prevent them in future

Toolbox Talk

Approximate duration: 15 minutes

Regular toolbox talks take place in hazardous environments. It's a vital opportunity to make sure that everyone is on the same page regarding the job to be done and the safety implications that go with it.

But what makes a toolbox talk more than just something you attend because you have to? How can you turn a bad toolbox talk in to a good one?

At the end of this demonstration, you should be able to:

- identify the characteristics of a bad toolbox talk
- identify the characteristics of a good toolbox talk
- identify strategies that you can use to make toolbox talks more inspiring

Introduction to Primary Well Control

Approximate duration: 20 minutes

This Introduction to primary well control teaches us that safety is always the primary concern. Here we cover the purpose of primary well control and see how potential hazards are avoided. We look at how well control is maintained with a column of drilling fluid providing the correct hydrostatic pressure.

Key components of the system that conditions and pressurises the mud for circulating downhole are explained. We also explore how casing and wellhead systems provide support for the formation and form a conduit for fluids to return to the surface during drilling operations.

By the end of this module you should be able to:

- explain the fundamentals of pressure control and the methods used in maintaining primary well control
- give examples of the potential hazards associated with the loss of primary well control
- recognise the basic terminology used in primary well control

Introduction to Secondary Well Control and API

Approximate duration: 25 minutes

Where primary well control is all about the use of drilling mud to control the influx of formation fluids into the well bore, in this module we look at the components that make up secondary well control systems and the roles they play in the event that the primary well control has failed - resulting in a kick.

Equipment covered includes ram type BOPs, annular BOPs, choke and kill valves, spools, the bell nipple, control units and choke systems, and we'll see how they work as a system to bring the well back under control. We then move on to document some tertiary well control methods and worst case scenarios before giving an overview of the relevant API recommended practices for controlling well operations.

By the end of this module you should be able to:

- explain the roles of the equipment associated with maintaining secondary well control
- describe the three types of well control and what each entails
- identify the major items of equipment and materials used in secondary well control
- identify and reference the basic API recommended practices commonly required for pressure control methods and equipment

The Drill String

Approximate duration: 20 minutes

Drilling an oil or gas well is no simple matter, and as viable reservoirs become harder to access, new technology needs to be developed to overcome the problems posed in reaching these hydrocarbon deposits.

In this module, we look at a range of drill string components and the roles they play in ensuring the success of a drilling operation. Equipment covered includes drill bits, drill collars, drill pipe, stabilisers, reamers, motors, heavy weight drill pipe and jars.

By the end of this module you should be able to:

- recognise the most common components of the drill string
- identify the common features shared by all tubulars
- explain the purpose of each part of the bottom hole assembly
- describe the difference between heavy weight and normal weight

Drill String Connections

Approximate duration: 45 minutes

Identifying different thread types and differentiating between standard and premium threads can be quite difficult, but downtime can easily result when incompatible tools fail while in service or are lost in hole due to connections parting.

In this course we look at ways to identify thread types and sizes and recognise any obvious defects, and we learn the importance of applying the correct torque to the make up of these connections. The features of tool joints and the design elements that ensure a good, pressure tight seal when fully made up are also detailed, followed by an explanation of the forces acting on the connection.

By the end of this module, you should be able to:

- identify the common features of tool joints,
- describe the difference between standard and premium connections,
- list the various methods of identifying thread types
- explain the importance of properly torquing a threaded connection

Abrasive Wheels and Grinding Operations

Approximate duration: 60 minutes

The risk of breakage is inherent in every abrasive wheel. Analysis of accidents caused by wheel breakages revealed that most could have been avoided by an understanding of the risks and the required safety precautions. If the number of breakages is to be kept low, care must be exercised by abrasive wheel and machine makers in the design, manufacture and testing of their equipment, and this must be coupled with the adoption of safety measures by the users.

The objective of this course is to instil awareness of the hazards and safe use of abrasive wheels. We will look at the equipment and the various types of abrasive wheel available and discuss correct wheel selection, mounting, storage and handling requirements.

Module one

The aim of this course is to teach you about the following subjects:

- hazards in the use of abrasive wheels
- components of a grinding wheel
- types of wheel, shapes and speeds
- truing and dressing a wheel
- types of bonding agent

Approximate module duration: 30 minutes

Module two

The aim of this module is to teach you about the following subjects:

- storage and handling of wheels and other equipment
- the functions of guards
- wheel selection and mounting
- PPE used in abrasive wheel activities

Approximate module duration: 30 minutes

Asbestos Awareness

Approximate duration: 45 minutes

With asbestos being the biggest single cause of work-related deaths, with around 4,000 reported each year in the UK alone, knowing what steps to take if you come across asbestos is vitally important. Because it is often mixed with other materials, sometimes it can be difficult to know if you're working with asbestos or not. However, if you work in any building constructed before the year 2000, it is likely that it will contain asbestos in one form or another.

In this course you will learn how to identify asbestos, the dangers it can present and the options you may have if you come across asbestos in your workplace.

The aim of this course is to teach you about the following subjects:

- the history of asbestos, and why it was used
- the identification of asbestos, in its various forms
- the dangers that asbestos can present
- the regulations that govern asbestos handling and disposal
- the options you may have if you discover asbestos

Benzene Awareness

Approximate duration: 25 minutes

Benzene is a naturally occurring chemical compound that is used in a wide range of industrial processes and everyday products. Benzene is also toxic and carcinogenic. Inhaling or ingesting benzene, or allowing it to come into contact with your skin, can have serious health effects. These range from mild symptoms such as headaches and dizziness, to serious conditions caused by prolonged exposure, such as leukaemia and other cancers of the blood system.

This course is designed to help you understand the dangers benzene poses, the measures you can put in place to minimise your risk of exposure and what to do if you are exposed to benzene.

The aim of this course is to teach you about the following subjects:

- what benzene is and where it can be found
- the effects of exposure to benzene
- the safety precautions necessary to protect yourself against exposure
- what to do if you are exposed to benzene

BP's Golden Rules of Safety

Approximate duration: 20 minutes

BP's highest priority is the safety of its employees and contractors. While BP is committed to operational safety around the world, safety is a legitimate personal expectation, and should be a constant priority within the responsibilities of the individual.

In a world and an industry full of potential hazards, this goal can only be achieved if every single person remembers the importance of safety and accepts their personal responsibility. BP's eight Golden Rules provide basic guidance for your day to day working activities.

The aim of this course is to teach you about the following subjects:

- BP's commitment to operational safety
- your responsibilities towards health and safety
- permits, isolations and ground disturbance
- confined space entry, lifting and driving
- working at height and managing change

Confined Space Entry

Approximate duration: 50 minutes

The HSE defines a confined space as any space of an enclosed nature where there is a risk of death or serious injury from hazardous substances or dangerous conditions, for example - lack of oxygen. Every year, several people are killed or seriously injured in the UK due to accidents in confined spaces. This is often due to insufficient training and the lack of a safe system of work.

This course will help you to recognise the hazards of confined space working and show you how to mitigate the risks and work safely.

The aim of this course is to teach you about the following subjects:

- recognising what can be classified as a confined space
- some of the potential hazards associated with confined spaces
- what the risks are and how to control them
- what to do in the event of an emergency

Crane Safety Awareness

Approximate duration: 45 minutes

Crane operations are an everyday part of the oil and gas industry; lifting a multitude of supplies and materials on and off various facilities and vessels. However, injuries and dangerous occurrences arising from lifting operations account for almost 20% of offshore incidents.

In this course we will look at the hazards involved when using cranes, and the health and safety procedures that are put in place which work to make their usage within the industry safer.

By the end of this course, you should be able to:

- describe the importance of clear communication
- identify whether equipment is fit for use
- classify the hierarchy and job roles of lifting team members
- recognise the importance of the lift plan
- relate lifting operations to LOLER regulations

Display Screen Equipment Awareness

Approximate duration: 40 minutes

Display Screen Equipment, or DSE, has become the most common piece of work equipment. Therefore, use of computer workstations or equipment can be associated with neck, shoulder, back or arm pain, as well as fatigue and eyestrain.

This course is designed to give the learner an awareness of what the Health and Safety Display Screen Equipment Regulations (1992) are and how they protect the health of personnel who work with DSE. We will look at an individual's desk, chair and posture positioning as well as employer and employee responsibilities.

The aim of this course is to teach you about the following subjects:

- explain what is meant by DSE and why awareness is important
- answer some of the commonly asked questions regarding DSE
- set your own workstation up correctly and ergonomically
- know where to look for further information

Driving Safety Awareness

Approximate duration: 25 minutes

Driving Safety Awareness teaches us why safety on the road is so essential and explains why you need to consider your driving habits to keep you, your passengers and other road users from harm. Here we cover the main causes of traffic related accidents such as cognitive distraction, being under the influence, road surfaces, poor vehicle maintenance and speeding.

The course explains in depth what can happen during an accident and the driving challenge game shows how easy it is to be distracted at the wheel, whilst testing your reaction time.

Finally the course identifies key ways in which to help improve your driving.

By the end of this course you should be able to:

- explain why you may need to consider your driving habits
- classify the main causes of traffic related accidents
- explain what happens during an accident
- identify ways to improve your driving

Dropped Object Awareness and Prevention

Approximate duration: 40 minutes

A dropped object is defined as 'any object that falls from its previous static position under its own weight'. If an object falls, the force of gravity will pull it towards the ground and if you happen to be in the way - it will hit you; it's as simple as that. The degree to which you might get injured will be influenced by many factors, but the simple rule of thumb is, the heavier or the further an object can fall, the more damage and injury it can cause.

This course will help you identify potential dropped objects, and look at ways to reduce the risk of harm.

The aim of this course is to teach you about the following subjects:

- potential dropped objects
- the common causes
- control and prevention methods
- roles and responsibilities
- maintaining awareness and continuous improvement

Electrical Safety Rules

Approximate duration: 35 minutes

Electricity is everywhere, as it is a convenient and efficient power source which can be used to power almost every appliance, at both home and work. But, there are many hazards involving electricity, and if used without proper precautions, it can cause severe injuries and even death.

In this course we will take a look at some of the legislation regarding working safely with electricity, the hazards of electricity and the injuries it can cause. We'll also learn about some of the safety precautions that can be taken and how performing risk assessments can reduce the likelihood of injury.

The aim of this course is to teach you about the following subjects:

- rules and regulations for electrical safety
- hazards of electricity
- what precautions should be taken
- how to reduce the risk of electrical hazards

Environmental Awareness

Approximate duration: 50 minutes

The effects of environmental damage are very serious. Some scientists estimate that due to global warming, the ice caps and glaciers could melt, and over the next hundred years sea levels could rise by between 10 cm and 90 cm - making many coastal areas around the world uninhabitable.

Here we will learn what is meant by the term environment and look at the various causes of environmental damage, from pollution to logging, to discover just what it is and what can be done to prevent it in the future. We will also look at various forms of energy production and the effects they are having on our atmosphere.

The aim of this course is to teach you about the following subjects:

- the physical and human environment
- renewable and non-renewable energy
- the greenhouse effect and global warming
- types of pollution
- what you can do to help

Food Hygiene

Approximate duration: 30 minutes

Food safety is essentially the discipline of handling, preparing and storing food in ways that will prevent foodborne illness. Many don't appreciate how easily food can transmit disease from person to person, serving as a vessel for bacteria which can cause illness or even death. Food poisoning is 100% preventable as long as the correct, simple procedures are adhered to.

This course is designed to help you understand the dangers of improper food hygiene, and explain the correct methods for preventing food poisoning and the spreading of bacteria.

The aim of this course is to teach you about the following subjects:

- the importance of personal hygiene
- how to avoid food poisoning
- processes when dealing with food
- how to avoid food contamination
- what is good practice for food hygiene

Hand Awareness

Approximate duration: 40 minutes

Just think for a moment all the tasks you couldn't do without your hands; even simple tasks like tying your shoelaces becomes much more difficult without the full use of our hands. We take our hands for granted and this is why you must take care when performing tasks that could potentially cause them harm, as damage to your hands can be very difficult to repair due to their complexity.

Through this course you will learn the various kinds of injuries your hands can sustain as well as the methods you can use to prevent injury from occurring.

The aim of this course is to teach you about the following subjects:

- the importance of your hands
- what injuries your hands can sustain
- how to protect your hands from injury

Hydrogen Sulphide Awareness

Approximate duration: 35 minutes

Hydrogen sulphide, or H₂S, is a colourless, highly flammable and highly toxic gas, which is a common by-product found in many different industries. Accumulating in low lying areas, it may go unnoticed. In high doses, one breath can kill instantly.

This course is designed to increase your awareness of how H₂S is formed and where it can be found. It will also show how you can protect yourself from exposure and give advice about what to do if an emergency should occur in your workplace.

The aim of this course is to teach you about the following subjects:

- what Hydrogen sulphide is
- the different ways H₂S is formed
- the places you may find H₂S
- the dangers that H₂S can present
- how to mitigate the risks associated with H₂S

Introduction to Behavioural Safety

Approximate duration: 35 minutes

Our behaviour is a major factor in keeping us safe in our day to day lives. The decisions we make are based on our behaviour, and bad behaviour will often lead to bad decisions followed by bad consequences. In the workplace, you may have the best health and safety processes set up, but if behavioural choices stop people from following them it will make little difference to the business' overall health and safety.

In this course we look at how we make business choices, how our behaviours can be influenced and how we develop habits, and we will also learn some methods of changing bad habits into good habits.

The aim of this course is to teach you about the following subjects:

- key principles of behavioural safety
- what factors can influence behaviour
- time versus risk decisions
- how we can change our behaviour

Introduction to Control of Substances Hazardous to Health

Approximate duration: 45 minutes

Hazardous substances have the potential to cause harm to you, your equipment and the environment. They can take many different forms, and it is important to be able to recognise the hazards so you can control the risks. Hazardous substances can cause many health problems, ranging from a mild irritation through to permanent damage, or even death.

In this course we look at the 'Control of Substances Hazardous to Health', or COSHH, regulations, reveal the potential health effects of exposure to hazardous substances and the need to ensure that this exposure is controlled within the workplace, and we will learn how to minimise the risks.

The aim of this course is to teach you about the following subjects:

- what COSHH is
- the legal implications of COSHH
- how to minimise your exposure to hazardous substances
- the potential health effects of exposure
- the importance of COSHH in the workplace

Introduction to Hand Arm Vibration Syndrome

Approximate duration: 30 minutes

Did you know that one in ten people who work with vibrating tools may develop a painful and debilitating condition known as hand arm vibration syndrome? Hand Arm Vibration Syndrome (HAVS), is caused by too much exposure to vibration from hand held power tools.

In this course we will look in more detail at the causes, symptoms and consequences of HAVS as well as looking at the preventative measures you can take to reduce your chances of contracting this condition.

The aim of this course is to teach you about the following subjects:

- an overview of HAVS
- how to identify the causes of HAVS
- recognising the symptoms of HAVS
- preventing permanent damage to your health
- where to obtain further information about HAVS

Introduction to Health and Safety at Work for Employees

Approximate duration: 45 minutes

Health and safety in the workplace is relevant to all branches of industry - from offices and schools, to leisure facilities and oil rigs. This course pulls together the vital elements of health and safety, including some of the key terminology you should be aware of, and the importance of tackling near misses within the workplace.

We will also test your knowledge of workplace hazards with an interactive scene, and show you how to incorporate what you've learnt into a simple risk assessment.

The aim of this course is to teach you about the following subjects:

- some key health and safety terminology
- health and safety policy and the law
- you and your employer's responsibilities
- the key hazards in the workplace
- how to undertake a simple risk assessment

Introduction to Lifting Operations and Lifting Equipment Regulations (LOLER)

Approximate duration: 45 minutes

Lifting operations are an everyday task in the energy industry, with a multitude of supplies and materials being transferred on and off various facilities and vessels. Lifting and mechanical handling operations can pose a major hazard if a load is handled improperly. Injuries and dangerous occurrences arising from lifting operations account for almost 20% of incidents offshore every year.

This course will help you to identify the risks involved in lifting operations and the steps you can take to reduce these risks and prevent harm to personnel and damage to equipment.

The aim of this course is to teach you about the following subjects:

- what Lifting Operations and Lifting Equipment Regulations (LOLER) are and why they are important
- the effects of LOLER
- the need for proper planning
- the equipment used for lifting
- the importance of inspections

Introduction to Mechanical Isolations

Approximate duration: 65 minutes

In the oil and gas industry, pipes, valves, flanges and hoses are essential for moving dangerous liquids and gases around safely. In order for a high level of safety to be achieved, these system components are subjected to regular maintenance and remedial work; but how can you protect workers from the potentially harmful contents while work is being carried out?

In this course, we will look at the essential role that mechanical isolations play in securing a process system when a break in containment is required. We will also look at the different roles that are involved with making sure that every isolation is carried out correctly and not removed before work is complete. Finally, we will investigate the different types of isolation and the means by which you can test the integrity of each.

Module one

The aim of this module is to teach you about the following subjects:

- what mechanical isolations are
- who is responsible for carrying them out
- the equipment required for completing an isolation
- what positive isolation is and how it is carried out
- why the security of isolated components is so important

Approximate module duration: 35 minutes

Module two

The aim of this module is to teach you about the following subjects:

- what mechanical isolations are and how they are implemented
- deisolation and reinstatement procedures for isolated systems

Approximate module duration: 30 minutes

Introduction to Nitrogen Safety

Approximate duration: 40 minutes

Nitrogen makes up 78% of our atmosphere and we breathe it in every day with no risk to our health and safety. However, given the correct circumstances, nitrogen can become very volatile and pose a real threat of asphyxiation.

In this course, we will look at the many uses of nitrogen, highlight some of the hazards and risks associated with it, and see what precautions can be taken to mitigate these risks.

The aim of this course is to teach you about the following subjects:

- what nitrogen is
- everyday nitrogen uses
- nitrogen delivery
- nitrogen related dangers

Introduction to Permit to Work System

Approximate duration: 35 minutes

Without a regulated permit to work procedure, personnel, plant and the environment could be put at extreme risk.

This course will look into what a permit to work is, the various types of permits available and how they are implemented within industry situations. The individual's responsibilities and their training requirements within a permit to work system are also discussed, as well as the importance of work planning.

The aim of this course is to teach you about the following subjects:

- what a permit to work is and what types there are
- your responsibilities when working under a permit
- the importance of proper work planning and risk assessment
- the essential components of a successful permit to work
- the need for training in permit to work systems

Introduction to Personal Protective Equipment (PPE)

Approximate duration: 35 minutes

The term Personal Protective Equipment (PPE) covers all equipment which is intended to be worn or held by a person at work and which protects them against risks to their health and safety. If a hazard cannot be eliminated or avoided, then PPE is your last line of defence against potential harm. Regulations state that your employer must provide appropriate PPE, and training on how to use it safely.

This course helps to provide that training, we take you through the various types of PPE available, learn how to choose the correct protection, how to look after your PPE and check it for faults and highlight individual responsibilities within the workplace.

The aim of this course is to teach you about the following subjects:

- the legal considerations of PPE
- the various different types and purposes of PPE
- how to select the appropriate equipment and check it for faults
- what do to with faulty equipment

Introduction to Pressure Safety - Module 1

Approximate duration: 45 minutes

If pressurised equipment fails when in use, it can lead to serious injuries, damage to property and harm to the environment. Each year in Great Britain alone, there are in the region of 150 reported dangerous occurrences involving an unintentional release of pressure, and around six of these result in fatal or serious injuries. Understanding what pressure is and how it works is the first step to reducing the risks associated with pressurised equipment.

In this course we will explain what pressure is and look at the differences between static, dynamic and differential pressure. You will also learn of the various ways in which we measure pressure.

The aim of this course is to teach you about the following subjects:

- the different types of pressure
- how pressure is measured
- the different units used in pressure measurement
- how a change in pressure can affect fluid temperature

Introduction to Pressure Safety - Module 2

Approximate duration: 35 minutes

If pressurised equipment fails when in use, it can lead to serious injuries, damage to property and harm to the environment. As module one looked at the way pressure works as a whole, this module will focus on how to apply this knowledge of pressure safety to an industry environment. We will look at how pressure is contained, how the limits can be exceeded and how equipment can fail.

You will learn about stored energy and why all pressure can be dangerous. We will also look at types of pressure control equipment and safety systems and learn how to minimise and control the risks when working with systems or equipment which contain fluid under pressure.

The aim of this course is to teach you about the following subjects:

- the hazards of pressure
- pressure safety in the workplace
- the preventions and controls that are used
- the need for constant pressure awareness

Introduction to Provision and Use of Work Equipment Regulations (PUWER)

Approximate duration: 40 minutes

This introduction will guide you through PUWER. It is not necessary to know the regulations off by heart, but it IS important to know that these regulations exist, and are there to protect you.

PUWER regulations cover ALL work equipment, from steam rollers to grinders, and from cherry pickers to the office photocopier! The regulations cover their use, inspection and maintenance, to help provide a safe working environment, whatever equipment you use.

The aim of this course is to teach you about the following subjects:

- workplace regulations and definitions
- equipment controls, markings and warnings
- the law relating to equipment in the workplace
- the importance of maintenance and inspection
- your own responsibilities

Introduction to Quality

Approximate duration: 35 minutes

With the amount of choice and competition in the modern world, customers will not think twice about taking their business elsewhere if a company does not deliver a quality product first time and every time.

This course will look at what quality is, the importance of standards, how to measure quality improvements and the impact of a quality control process. With growing evidence of almost worldwide recognition as a global standard, ISO 9001 will be discussed.

We'll look at what it is and see what it can do for you.

The aim of this course is to teach you about the following subjects:

- the importance of quality
- how quality is produced
- how standards affect the workplace
- the significance of quality control
- introduction to ISO 9000 and 9001

Introduction to Risk Assessment

Approximate duration: 35 minutes

A risk assessment is a careful examination of your workplace to identify what may cause harm to you and those around you. It allows employers to see if they have taken suitable precautions, or should do more to prevent harm. Accidents and ill health can ruin lives and affect businesses if output is lost, machinery is damaged or insurance costs increase. Employers are legally required to assess the risks in their workplace, so a plan must be put in place to control these risks.

This course will show you how to carry out a risk assessment and help you to identify hazards and reduce the risk of accidents happening.

The aim of this course is to teach you about the following subjects:

- hazards and risks
- identifying hazards
- measuring the risk
- reducing the risk to as low as reasonably practicable
- recording and monitoring

Introduction to Safety Observation Systems

Approximate duration: 65 minutes

Many accidents and incidents in the workplace are caused by human error, so changing people's attitude and behaviour towards safety will inevitably result in a reduction in injuries. A Safety Observation System (SOS) is designed to encourage everybody in the workplace to look at their attitude towards health and safety. It is a highly adaptable system, able to cope with many different workplace scenarios, across many different types of industry.

This course has been designed to show you how to recognise an unsafe act, when to get involved and make a difference, and the nine core principals of a successful system.

Module one

The aim of this module is to teach you about the following subjects:

- the functions of a safety observation system
- how and when to intervene in an unsafe act or process
- the nine basic principles of a successful safety observation system

Approximate module duration: 35 minutes

Module 2

The aim of this module is to teach you about the following subjects:

- how to recognise an unsafe act, and carry out safety observations
- The challenges of changing people's attitudes toward safety

Approximate module duration: 30 minutes

Introduction to Slips, Trips and Falls

Approximate duration: 45 minutes

Global statistics show that one in every six accidents at work are caused by slips, trips and falls, and they are the second leading cause of death in the workplace. The cost to society in the UK alone is over £800 million per year, including a cost to our National Health Service of £133 million. Understanding the potential hazards and having a see it, sort it mentality will help to prevent a large number of accidents.

This course will identify the typical causes of slip and trip accidents, run through a risk assessment to show you how you can reduce the risk, and emphasise the importance of attitude within the workplace.

The aim of this course is to teach you about the following subjects:

- the real cost of slips, trips and falls
- who is affected
- the typical causes
- prevention methods
- yours, and your employer's responsibilities in the workplace

Legionella Awareness

Approximate duration: 30 minutes

Legionella are naturally occurring bacteria. There are over forty different species, all of which are potentially harmful to humans. Legionella can cause a range of illnesses including potentially fatal Legionnaires' disease. When the bacteria enter man-made water systems, suitable conditions can encourage growth and reproduction to levels that pose a significant health risk. Understanding the conditions that encourage legionella growth, and the maintenance/monitoring procedures that can be put in place to minimise the risk, is essential to maintaining safe water systems and protecting against infection.

The aim of this course is to teach you about the following subjects:

- what legionella are and why they are dangerous
- where legionella bacteria can grow
- how to prevent legionella growth
- the law relating to legionella prevention

Lock-Out/Tag-Out Awareness

Approximate duration: 30 minutes

Our Lock-Out/Tag-Out course is designed to provide learners with a general overview of how process systems, machinery and electrical equipment should be safely shut off and rendered inoperable, while maintenance or servicing work is taking place. Lock-Out/Tag-Out procedures are typically part of a much larger system of occupational safety and health standards and general environmental controls, which are designed to make the workplace as safe as possible.

By the end of this course you should be able to:

- describe what a "Lock-Out/Tag-Out" system is
- explain how to control energy release with a Lock-Out/Tag-Out system
- recognise the importance of correct Lock-Out/Tag-Out procedures
- identify who is authorised to operate Lock-Out/Tag-Out systems

Malaria Awareness

Approximate duration: 30 minutes

Malaria is a serious tropical disease spread by the bite of certain mosquitoes and it affects around thirty thousand international travellers every year. If it is not diagnosed and treated promptly, it can be fatal. The aim of this course is to provide you with an overview of the different types of Malaria and where they are present, how to reduce your chances of becoming infected and, if the worst case scenario should happen, what to do in the event that you suspect you may be infected.

The aim of this course is to teach you about the following subjects:

- explain what Malaria is
- recommend how to minimize the risk of infection
- recognize the symptoms to look out for
- describe how Malaria is treated

Manual Handling

Approximate duration: 35 minutes

We can define manual handling as 'the transportation or supporting of a load by hand or by bodily force'. Surprisingly, it is not dramatic accidents that cause most lost time incidents on and offshore, but strains and sprains caused by relatively straightforward activities. 20% of all offshore accidents and injuries are a result of manual handling activities, making them a major source of lost time. This course will provide you with some national statistics about manual handling, show you what can happen if

you don't perform it correctly, and give you some constructive advice to help you with manual handling activities in the workplace.

The aim of this course is to teach you about the following subjects:

- manual handling and the laws and regulations
- the importance of awareness
- avoiding injury
- lifting correctly
- assessing lifting operations

Naturally Occurring Radioactive Material (NORM)

Approximate duration: 45 minutes

Naturally occurring radioactive material (NORM) is an inevitable component in oil and gas production, and may appear as scale in pipes and tanks, or as carbonate and sulphate deposits. Apart from the penetrating ability of gamma radiation, the primary hazard is through inhalation or ingestion and long term exposure to NORM can include a higher risk of cancer. Because of this, it is essential to follow specific and detailed procedures in order to restrict exposure to ionising radiation.

This course will help you to identify different types of radiation and describe ways to protect yourself from it. We will also look at relevant legislation and waste management.

The aim of this course is to teach you about the following subjects:

- identify what radiation is and how it can affect us
- recognising that there are different types of radiation
- protecting yourself from the effects of exposure to radiation
- legislation, monitoring and record keeping
- radioactive waste management

Noise Awareness

Approximate duration: 35 minutes

With noise pollution increasing, protecting our hearing is something we all need to be aware of. It is impossible to avoid all noise; and who doesn't like to listen to music, drive fast cars, watch movies and be part of sporting crowds. However, these are your own choices in your own free time. If you work in a noisy environment, however, your employer has a legal duty to provide you with adequate hearing protection.

This course will look at what employers must do with regards to noise reduction and what employees can do to preserve their hearing. Hearing loss caused by noise at work is preventable, but once your hearing has gone, it will never come back!

The aim of this course is to teach you about the following subjects:

- the rules and regulations governing noise at work
- how to assess the noise levels at your workplace
- what effect these sounds can have on your health
- how to control and reduce the noise levels
- hearing protection

Security Abroad - Module 1

Approximate duration: 40 minutes

Anyone who travels overseas as part of their job needs to be aware of what type of threats to their health and security they may be faced with. You can be vulnerable when travelling and working in a new environment where you could be an easy target for petty criminals, get caught up in political violence or worse.

This module will help you identify potential security threats, natural disasters and health hazards. We'll also show you how to conduct thorough research on the country in which you will be working, and include advice on navigating the Foreign and Commonwealth Office (FCO) website.

The aim of this module is to teach you about the following subjects:

- potential security threats
- researching the country you will be visiting
- preparing to travel

Security Abroad - Module Two

Approximate duration: 40 minutes

Anyone who travels overseas as part of their job needs to be aware of what type of threats to their health and security they may be faced with. You can be vulnerable when travelling and working in a new environment where you could be an easy target for petty criminals, get caught up in political violence or worse.

This module will help you identify potential security threats, focusing on precautions to take: when driving abroad, when staying in foreign accommodation and when caught in a crowd such as a demonstration, among many other scenarios.

The aim of this module is to teach you about the following subjects:

- what to do on arrival
- health and well-being precautions
- how to stay secure in-country
- safe travelling in-country
- returning home safely

Shell Life Saving Rules Induction

Approximate duration: 25 minutes

These life-saving rules have been selected because they represent those activities where non-compliance has the highest potential for death or serious injury. The rules apply to everyone and all operations under Shell's control, they help to protect all of us and the communities in which we operate.

The life-saving rules set out clear and simple dos and don'ts, covering high risk activities. They help to ensure that rules are followed and people are protected. Because we are determined to save lives, the rules will be fully enforced, and those found to have broken a rule will face appropriate disciplinary action.

The aim of this course is to teach you about the following subjects:

- why we have 12 life-saving rules
- what they mean for you
- each of the life-saving rules
- the consequences of rule-breaking and how this will be handled
- what the rules mean for us

Working at Height Awareness

Approximate duration: 35 minutes

In the UK alone, in 2008/09, falls from height accounted for 35 fatalities, 4,654 major injuries and a further 7,065 other injuries resulting in at least three days off work. They remain the biggest single cause of workplace deaths and major injuries.

This course is designed to give the learner an awareness of what working at height is and the hazards associated with it. We will look at ways to mitigate the risks and focus on the various means of access, including MEWPs, scaffolding and ladders. We will also look at personal restraint systems and risk assessments.

The aim of this course is to teach you about the following subjects:

- what working at height is
- hazard awareness
- personal fall protection equipment
- safe types of access
- risk assessment

Introduction to Oil & Gas

1 - History

Approximate duration: 35 minutes

Named from the Greek for rock and oil, petroleum or crude oil is a naturally occurring, flammable liquid, that is found in geological formations thousands of feet below the Earth's surface. Once extracted, crude oil is refined into a large number of consumer products, from petrol and kerosene to asphalt and chemical reagents used to make plastics and pharmaceuticals.

While this short course can only cover a fraction of the history of oil and gas, we will try and uncover some of the most significant and interesting events, from its early use as medicine and building materials to the modern day.

The aim of this course is to teach you about the following subjects:

- the early uses of crude oil
- the origins of the oil industry
- how the oil industry grew and developed
- some of the major accidents that have occurred
- how technology has pushed the industry forward
- what the future has in store for the industry

2 - Rigs and Installations

Approximate duration: 30 minutes

When seismic surveys indicate the possibility of hydrocarbons, it's time to bring in the drilling rig. Be it on land or offshore – it must be the right rig for the job. Although there are many types of oil and gas rigs, they all include a package of specialist drilling equipment and carry out the same basic drilling operations.

This course will help you identify the different rig types and their capabilities and look at how rigs have evolved and how technology has advanced over time. You will also learn about the jobs and the people required to ensure safe and successful rig operations.

The aim of this course is to teach you about the following subjects:

- rig types and capabilities
- drilling rig equipment and how it has improved
- the people required to drill a well

3 - Offshore

Approximate duration: 30 minutes

The exploration for oil and gas offshore only began in earnest in the 1940s and 50s, but since that time offshore engineering has created many industries in towns and cities around the world. Offshore drilling presents vast technological challenges.

From the first converted barges used to drill in shallow lakes, to high tech deep water drill ships, offshore drilling has always been considered more hazardous and more expensive than onshore drilling, requiring a different mind-set to address the extremely harsh environments, the logistical challenges, the technological requirements and most importantly, the protection of people and assets.

The aim of this course is to teach you about the following subjects:

- the logistics
- the technological challenges faced
- production considerations
- the increased hazards and safety considerations
- the cost implications

4 - Geology and Hydrocarbon Formation

Approximate duration: 50 minutes

The term geology is derived from the Greek words for earth and study, and this module will explain why an understanding of geology is so important to the oil and gas industry. It will help you to identify the different types of rock, and rock formations, that may contain hydrocarbons.

Our planet is around 4.6 billion years old, and this module will provide a brief history of the earth, and show you how, over millions of years, the earth has been shaped and hydrocarbons have formed.

Module one

The aim of this module is to teach you about the following subjects:

- geology and its importance to the petroleum industry
- geological timescales
- rocks and their formation

Approximate module duration: 30 minutes

Module two

The aim of this module is to teach you about the following subjects:

- hydrocarbon formation and storage
- hydrocarbon exploration and discovery

Approximate module duration: 20 minutes

5 - Drilling

Approximate duration: 60 minutes

Our drilling course is designed to provide learners with a general overview of the equipment and methods utilised to successfully drill a well.

Subjects covered include drilling rig components and their functions, the composition of a typical drill string, the role of mud in the drilling operation, the importance of properly casing and cementing the wellbore, the different forms of Well Control and the actual techniques used for drilling the well.

Module one

The aim of this module is to teach you about the following subjects:

- the major components of the drilling rig
- the different components that make up the drill string
- the role of the mud system

Approximate module duration: 30 minutes

Module two

The aim of this module is to teach you about the following subjects:

- how casing and cementing of the well is carried out
- different methods of well control
- the all important drilling operation

Approximate module duration: 30 minutes

6 - Evaluation

Approximate duration: 30 minutes

Evaluation of a well is performed after we have collected data from numerous sources while drilling or at the end of drilling when the well has entered the reservoir.

Data capture or logging, as it is more commonly termed, gathers data from numerous activities and stages in the well so that its producing capabilities can be estimated and can be used to improve drilling and production performance in subsequent wells.

The aim of this course is to teach you about the following subjects:

- the methods used to evaluate a well
- the type of data gathered and how we use that data
- the different stages in a well and reservoir
- when evaluation is required

7 - Completions

Approximate duration: 40 minutes

Once a probable location of a reservoir has been found and an exploration well drilled and tested, we will be able to tell if the reservoir could produce hydrocarbons at an economic rate and if it contains a considerable amount for future production. Basically, the testing proves that the field is economically viable and worth investing the millions of dollars required to install a production facility, drill and complete new wells.

A production facility, which can range from a massive offshore structure to a simple onshore pipeline, would need to be built before we could go ahead and drill production wells and complete them. This module looks at the completion process.

The aim of this course is to teach you about the following subjects:

- how well completions provide the means to produce the hydrocarbons to surface
- how reservoir and mechanical considerations govern completion design
- the various different completion designs that may be utilised
- the components that must be incorporated into the design to optimise production in a safe manner

8 - Production

Approximate duration: 50 minutes

Production processes will vary from facility to facility. Some small onshore fields are serviced only with a simple pipeline yet some major offshore installations include gas dehydration, oil storage, gas re-compression, water injection and more. The collection and processing of hydrocarbons is a very complex and varied subject. This module will look at how everyday products such as gasoline and diesel are produced from raw and natural oil and gas.

As well as chapters on facilities, transportation and refining, you will also discover, with help from an interactive Process System animation, how gas, oil and water are cleanly separated directly from a well.

Module one

The aim of this module is to teach you about the following subjects:

- what makes up a production field and facility
- how oil and gas are separated within a process system

Approximate module duration: 25 minutes

Module two

The aim of this module is to teach you about the following subjects:

- the manner of various transportation methods
- how different substances are made

Approximate module duration: 25 minutes

9 - Advanced Techniques and Intervention

Approximate duration: 40 minutes

We know that technology has played a major role in the exploration for hydrocarbons. Influenced by both cost and safety, new and innovative equipment and techniques to extract oil and gas have been developed and we will look at just a few of these in this course.

Here we will explain the reasons for, and the methods of, directional drilling, how and why we might choose to drill with an underbalanced wellbore, and take a look at some of the more common means of well intervention, such as cased hole logging, slickline and coiled tubing.

The aim of this course is to teach you about the following subjects:

- the reasons for and methods of, directional drilling
- how and why we might choose to drill with an underbalanced wellbore
- some of the more common means of well intervention

Appraisal Skills - Developing Your People

Approximate duration: 50 minutes

For a healthy workplace, appraisals are an important element for any business. Within this course, you will learn how to plan for an appraisal and successfully discuss roles, skills and behaviours.

We will show you how to conduct a formal appraisal interview from the appraiser's point of view, and how to construct a personal development plan. By having a better understanding of the appraisal process and how it applies to the workplace, both the individual and the business is far more likely to achieve its full potential.

The aim of this course is to teach you about the following subjects:

- understanding the purpose of an appraisal
- the part that knowledge, skills and behaviour plays
- planning for an appraisal
- how to conduct a formal appraisal interview
- how to construct a personal development plan

Assertiveness - Making More Effective Choices

Approximate duration: 60 minutes

Assertiveness is confidently putting forward your views and expressing clearly your rights whilst recognising the rights of others. When we put our rights before others, we are said to be aggressive, when we put the rights of others before our own, we are said to be passive. The key is finding the right balance in order to become an assertive person.

This course will reveal your current behaviours and discover how assertive you are, and we will show you some simple yet effective techniques to becoming more assertive. We will look at how self-limiting beliefs can affect you, both at home and in the workplace, and how to use assertive language and behaviour in order to become more successful and achieve your goals.

Module one

The aim of this module is to teach you about the following subjects:

- the meaning of assertiveness and your rights
- how to recognise passive and aggressive behaviour
- how passive, aggressive or assertive you are now
- how self-limiting beliefs affect you

Approximate module duration: 30 minutes

Module two

The aim of this module is to teach you about the following subjects:

- how to be more assertive
- the use of assertive language

Approximate module duration: 30 minutes

Change Management for Successful Business Outcomes

Approximate duration: 50 minutes

Change is inevitable. What really matters is our ability to adapt to change, and where we are responsible for others, how we help them through it. Change in the workplace however can be stressful and unsuccessful, with around 70% of change initiatives failing.

Competition is often one of the biggest drivers of change. Although it can be a very healthy environment as it promotes improvement, it can cause pressure within an organisation to make the necessary adjustments, therefore making the change process as smooth as possible is a vital part of any successful business.

Module one

The aim of this module is to teach you about the following subjects:

- what causes change
- why many change initiatives fail, and
- how mindsets influence people's behaviour

Approximate module duration: 25 minutes

Module two

The aim of this module is to teach you about the following subjects:

- the cycle of change
- Kotter's eight steps to successful change, and
- how to manage people through change

Approximate module duration: 25 minutes

Coaching and Mentoring - Developing Your People

Approximate duration: 50 minutes

If done well, coaching and mentoring can be powerful techniques to drive personal, team and business improvement.

In this course, you will learn that success is far more likely when people have a clear idea of what is expected from them and they receive support and advice towards achieving their goals. Coaching involves working closely with others, so it can also improve working relationships and help to realise the potential of employees.

The aim of this course is to teach you about the following subjects:

- what coaching and mentoring means
- how to build rapport
- effective listening
- how to ask great questions
- facilitation
- identifying learning styles

Competency Assessor Training

Approximate duration: 40 minutes

What does it mean to describe someone as competent? Defining what competence is and deciding how to measure it, are key factors in maintaining and improving commercial performance. Instead of focusing on specific tasks, competency generally refers to the combination of ability, commitment, attitude, knowledge and skill necessary to successfully perform a role.

By assessing each of these elements it becomes easier to define specific areas for further development and training.

By the end of this course you should be able to:

- define what we mean by competence
- explain the importance of competence assurance
- describe who is involved in the assessment process
- describe the different methods used to assess competence
- recognise the importance of constructive feedback
- recognise the importance of recording assessments

Delegation Skills - Being More Effective

Approximate duration: 40 minutes

When working in any business environment, it is important to remember that we cannot do everything ourselves. We need other people to take on work and responsibilities in order to achieve business objectives. This is called delegation. When we delegate tasks, we benefit from a reduced workload and lower stress levels. However, it can be a difficult skill to use as it requires giving another person our authority and responsibility.

The aim of this course is to give you a clear idea of the process of delegation, its many benefits, and how you can successfully apply the skill to your workplace.

The aim of this course is to teach you about the following subjects:

- what delegation really means and why it is important
- how delegation skills benefit you, your employees and the business
- how to overcome common delegation problems
- a process to ensure successful delegation of work
- the importance of giving good and concise feedback

Goal Setting - Achieving Results

Approximate duration: 30 minutes

Goal setting is a very important life skill as well as a powerful business tool. When we have a clear purpose, and a detailed plan to achieve it we are far more likely to achieve whatever we set out to do. This course will show you techniques of writing down and planning your goals so you will have better success rates of achieving what you've set out to accomplish.

The aim of this course is to teach you about the following subjects:

- what is meant by goal setting
- how to create and structure effective goals
- the power of writing our goals down
- breaking goals down into manageable tasks
- the need to create a time phased action plan

Leadership Skills - Taking the Business Forward - Module One

Approximate duration: 30 minutes

In this first module, we will define the major elements of leadership and look at what leaders need to do in order to be successful. We will also make a clear distinction between management and leadership and offer models where you can assess how much of each you presently do, with suggestions of changes you can make to become a more effective leader.

This module demonstrates that leadership activities are predominantly about developing people and the business, with a view to the future, rather than just concentrating on today's issues and short term output.

The aim of this course is to teach you about the following subjects:

- understanding what leadership means
- knowing when you are managing and when you are leading
- how leadership applies in the workplace

Leadership Skills - Taking the Business Forward - Module Two

Approximate duration: 45 minutes

In module two we will look at the subject of leadership styles and how our style impacts on the performance of our staff, our teams and ultimately the business. Often we behave in a way that is instinctive or perhaps that we have picked up from our own leaders.

You will learn that we need to select the style that not only matches the situation we are faced with, but will also achieve the best long term result for the business as a whole. Being an adaptable leader is a critical skill in today's fast moving business environment.

The aim of this course is to teach you about the following subjects:

- the successful use of leadership styles
- how your leadership measures up
- changes you can make to be a more effective leader

Managing People for Improved Performance

Approximate duration: 45 minutes

In any successful business, there are people who are both willing and able to work as successfully as possible to reach high standards. However, this standard of work is reliant on the attitude of the employee and if they don't have the correct motivation, they will not perform effectively.

Within this course you will learn how to deal with people's varying needs and behaviours within the workplace, learn how to successfully manage them for improved performance. Using coaching styles and appropriate feedback, you can ensure people are correctly focused to achieve the standard of work required.

The aim of this course is to teach you about the following subjects:

- how and why we manage people's performance
- dealing with different behaviours in the workplace
- people's varying needs
- providing valuable and useful feedback
- the different types of motivators

Managing Difficult People

Approximate duration: 90 minutes

Poor behaviour can be found in many workplaces. However, it is detrimental to businesses and has a negative effect on employees. It can hinder personal growth and limit commercial success through poor standards and loss of reputation. Poor behaviour can cause confrontations and lead to low morale and a poor working environment.

These modules will identify and explain the six different character profiles found within the workplace and detail steps that can be taken to combat negative behaviour, and enable everyone to reach their full potential by eliminating confrontation and improving communication.

Module one

The aim of this module is to teach you about the following subjects:

- how to recognise six types of poor behaviour
- what the causes of the poor behaviour might be
- a strategy to manage each of these behaviours
- how to successfully adjust your approach to poor behaviour

Approximate module duration: 45 minutes

Module two

The aim of this module is to teach you about the following subjects:

- how ego states drive human behaviour
- how to analyse communication between people
- how to create your own behavioural profile

Approximate module duration: 20 minutes

Module three

The aim of this module is to teach you about the following subjects:

- re-designing conversations for positive outcomes
- understanding the games people play
- stopping drama in the workplace

Approximate module duration: 25 minutes

Project Management - The Fundamentals

Approximate duration: 55 minutes

Project management is the discipline of planning, organising and managing resources to bring about the successful completion of the vision or aim, through specific project goals and objectives. The ability to manage a project successfully is an important part of any business. Being able to break projects down into manageable tasks will help make the management easier and will increase your chances of success.

In this module you will learn how to scope and define a project, and key terms and techniques such as project authorisation and project implementation.

Module one

The aim of this module is to teach you about the following subjects:

- what project management means
- how to scope and define a project
- how to break projects down into manageable tasks
- project authorisation
- project implementation

Approximate module duration: 30 minutes

Module two

The aim of this module is to teach you about the following subjects:

- how to schedule projects and create a project plan
- monitoring progress of the project
- how to deal with changes
- project close out and completion
- lessons learnt from the project

Approximate module duration: 25 minutes

Principles of Time Management

Approximate duration: 90 minutes

If you could become a really good manager of your time, what benefits would you get? You would achieve more in a day, have more leisure time and generally enjoy life more. However, many people don't use time management techniques due to a lack of self-discipline, and often claim that they don't have time for planning.

In this course we will look at how eliminating wasteful activities and improving how we use our time will lead to greater performance levels, both at work, and in our personal lives.

Module one

The aim of this course is to teach you about the following subjects:

- the real issues with time
- the perception of time
- how we choose to spend time
- the consequences of our decisions
- time bandits that cause poor time management

Approximate module duration: 45 minutes

Module two

The aim of this course is to teach you about the following subjects:

- changing from reactive to proactive time
- the importance of fixing problems
- the need for preventative measures
- implementing continuous improvement

Approximate module duration: 45 minutes

Resolution Management

Approximate duration: 35 minutes

Everyone has different behavioural responses when faced with conflict. Choosing your response rather than reacting gives you the opportunity to control the situation and ultimately manage conflict.

Through this course you will understand what conflict is and how it may arise. We will identify five conflict styles and show how they might be demonstrated. Following on from this, we will consider a situation where each conflict style could be of benefit, and learn how to eventually end up with the best long-term solution.

The aim of this course is to teach you about the following subjects:

- the meaning and cause of conflict
- the five styles of conflict and our own conflict styles
- when to use each style to resolve conflict
- how to move to the most appropriate conflict style
- recognising conflict styles in others

Right First Time - Avoiding Costly Mistakes

Approximate duration: 50 minutes

Right First Time is essential if businesses are to grow and provide quality products and services to their customers, but getting it right first time can be difficult to achieve. This course will look at ways to improve production, the cost of unresolved issues and preventative measures you can take to make sure problems don't arise in the first place.

Using simple techniques and easy to understand models, you will learn the benefit of getting it right first time, every time.

Module one

The aim of this module is to teach you about the following subjects:

- how a business is affected by not getting it right first time
- the consequences of unresolved problems
- who is responsible for quality and inspection

Approximate module duration: 25 minutes

Module two

The aim of this course is to teach you about the following subjects:

- how getting it right first time improves time management
- the need for effective problem solving
- how prevention measures can reduce

Approximate module duration: 25 minutes

Self Awareness and Positive Mindsets

Approximate duration: 60 minutes

Being self-aware is a key skill in today's workplace. Only when we fully understand ourselves and our impact on others can we be truly successful as leaders, managers or team members.

In this course, you will learn about the JoHari Window, and how to understand your own style. You will also learn about how your mindset affects your actions, and how changing your mindset can create a more positive attitude as well as how techniques such as visualisation and creating a future history will help give you the confidence and willingness to be the best that you can possibly be.

Module one

The aim of this module is to teach you about the following subjects:

- why it is important to have self-awareness
- the JoHari Window and understanding your own style

Approximate module duration: 30 minutes

Module two

The aim of this module is to teach you about the following subjects:

- how self-limiting beliefs inhibit success
- how mindsets affect your actions
- Creating your future history

Approximate module duration: 30 minutes

Stress Management

Approximate duration: 40 minutes

Recent statistics reveal that one in five working people in the UK are suffering from stress. To be able to deal with stress, a balance needs to be achieved between the various aspects of life; including work, family and yourself.

This course has been designed to show you how to achieve this balance by explaining what stress is, its causes and the signs and symptoms to watch out for. It will also give you practical advice on what you should be doing to reduce your exposure to stress.

The aim of this course is to teach you about the following subjects:

- how to recognise stress symptoms
 - identifying techniques for managing stress
 - making better lifestyle choices
 - adopting a better work-life balance
-

Time Management - The Art of Dynamic Prioritisation

Approximate duration: 45 minutes

Learning to prioritise your work is a fundamental skill of successful time management. In a busy workplace there will be many competing priorities, and occasionally difficult decisions will need to be made. When assessing your tasks, you should be able to put them into two categories – urgent and important. In this course, we will explain the difference and show you how to categorise tasks so you can deal with them in a calm, organised manner. The prioritisation skills and knowledge you gain throughout the course will be tested with an interactive exercise which encompasses all the points covered.

We will also demonstrate how your work processes can be improved, give you a set of goals to work towards and ultimately influence your development in dynamic prioritisation.

The aim of this course is to teach you about the following subjects:

- deciding the priority of any task in a dynamic way
- the difference between urgency and importance
- what tasks to delegate and when to delegate
- why setting objectives is related to priorities
- how your manager and work processes impact on your priorities
- how being organised helps you to prioritise more effectively

An Introduction to Working in Extreme Temperatures

Approximate duration: 40 minutes

The risk of heat illness from extreme temperatures is one of the most serious challenges to the health and safety of workers. It's not only working outdoors that can cause overheating. Any worker exposed to hot and humid conditions is at risk of heat illness. Boiler rooms, bakeries, kitchens, and any operations involving radiant heat sources can have a high potential for causing heat-related illness.

In this course we will look at the risks and the symptoms and learn what measures can be taken to protect you from heat illness.

By the end of this module, you should be able to:

- define heat illness
- demonstrate what to do in an emergency
- illustrate methods to prevent heat illness
- interpret a heat matrix and identify the precautions

Asbestos Awareness

Approximate duration: 45 minutes

With an estimated 1.3 million employees in construction and general industry facing significant exposure to asbestos on the job, being aware of the dangers of this fibrous material and knowing where you may find it is vitally important. Because it is often mixed with other materials, it can sometimes be difficult to know if you're working with asbestos or not. Known as a hidden killer, asbestos can cause serious diseases that may not seem to affect you immediately, and take a long time to develop. Once diagnosed however, it is often too late to treat the disease.

This module will describe what asbestos is and show where you may find it, you'll also learn of the associated dangers and look at the OSHA Regulations regarding working with asbestos.

Module one

By the end of this module you should be able to:

- explain the history of asbestos and why it was used
- discuss how to identify asbestos in its various forms
- recall the diseases which exposure to asbestos can cause
- describe places and products where asbestos can be found in domestic and industrial settings
- identify the regulations that govern asbestos handling and disposal

Approximate module duration: 25 minutes

Module two

By the end of this module you should be able to:

- describe how asbestos fibers spread
- explain why asbestos fibers are highly hazardous
- recall the appropriate PPE and RPE that you should wear during exposure to asbestos
- discuss what you should do if you find asbestos in a good, bad, or slightly damaged condition

Approximate duration: 20 minutes

Back Safety Awareness

Approximate duration: 25 minutes

During the course of your working life, you are quite likely to injure your back during manual handling and lifting activities. In fact, back injuries are considered by OSHA to be the number one work related safety problem in the US.

Most developed countries have some form of health and safety regulations regarding back safety. In the US, OSHA has many guidelines regarding manual handling and lifting, that refer to all workers.

By the end of this course, you should be able to:

- define the concept of 'back safety'
- identify the different types of back injury
- explain how to reduce the risk of injury

Bloodborne Pathogens Awareness

Approximate duration: 30 minutes

Bloodborne pathogens are infectious micro-organisms in human blood that can cause disease in humans. These pathogens include, but are not limited to, hepatitis B (HBV), hepatitis C (HCV) and human immunodeficiency virus (HIV). Needlesticks and other sharps-related injuries may expose workers to bloodborne pathogens.

Workers in many occupations, including first aid team members, housekeeping personnel in some industries, nurses and other healthcare personnel may be at risk of exposure to bloodborne pathogens.

By the end of this course you should be able to:

- list and describe the major bloodborne pathogens of concern
- define who is at risk, and the methods of transmission
- identify hazards and ways to mitigate the risks

Confined Space Entry Awareness

Approximate duration: 30 minutes

Working within confined spaces such as tanks, vaults or silos can be very dangerous, especially if the correct procedures are not followed, and every year many people are killed or seriously injured due to accidents involving confined spaces. This is often due to insufficient training and the lack of a safe system of work.

The focus of this course is on permit required confined spaces, specifically the different types, how to recognise them and the potential hazards posed by these spaces.

The aim of this course is to teach you about the following subjects:

- explain what counts as a confined space
- identify the people required for confined space entry
- describe the key points to plan before confined space entry
- recognize the hazards you may encounter

Dropped Object Awareness

Approximate duration: 25 minutes

A dropped object is defined as any object that falls from its previous static position under its own weight. If an object falls, the force of gravity will pull it towards the ground and if you happen to be in the way you'll be hit; it's as simple as that. The degree to which you might get injured will be influenced by many factors, but the simple rule of thumb is; the heavier or the further and object can fall, the more damage and injury it can cause.

This course will help you identify potential dropped objects and look at ways to reduce the risk of harm.

By the end of the course you should be able to:

- identify potential dropped objects
- understand the common causes
- describe control and prevention methods
- recognize roles and responsibilities
- appreciate the importance of maintaining awareness and continuous improvement

Fire Protection, Prevention and Safety

Approximate duration: 30 minutes

According to the US Fire Administration, in 2010 there were 3,391 fire related deaths. Although these numbers are decreasing, training and awareness can help to reduce the number of deaths still further, and your immediate actions when faced with a fire, no matter how small, can determine the outcome.

By following some simple rules, you can protect both yourself and others from the danger of fire; so training in the various types of extinguishers and regular fire drills, will help workers understand the importance of good fire safety.

The aim of this course is to teach you about the following subjects:

- explain how a fire starts
- recognize the fire prevention measures that can be put in place
- identify the types of fire and fire extinguishers

Fundamentals of First Aid in the Workplace

Approximate duration: 25 minutes

Despite the wide use of risk assessments and their effectiveness in reducing deaths and injuries, they do still happen. In 2012, there were 4,383 work-related fatalities in private industry. In 2011, non-fatal injuries cost the United States economy \$753 billion. By equipping employees with a basic understanding of first aid, these figures could be greatly reduced and lives may be saved.

The aim of this course is to define first aid and explain why it is important, as well as provide a general overview of the OSHA regulations and employer responsibilities.

Please note, this course is not to be used as a substitute for first aid training, nor does it certify you as a qualified first aider.

By the end of this course, you should be able to:

- define first aid as per OSHA guidelines,
- explain why first aid is important,
- recall OSHA regulations relating to first aid in the workplace,
- describe some employer's responsibilities in relation to first aid
- identify the minimum required first aid supplies according to the ANSI reference list

Hand and Power Tool Awareness

Approximate duration: 30 minutes

From electric saws and grinders to hammers and screwdrivers, anyone exposed to the hazards associated with power and hand tools must be provided with the appropriate training and use of personal protective equipment for each tool.

This course is designed to provide learners with an overview of how keeping tools in good condition with regular maintenance, using the correct tool for the job and operating them according to manufacturer's instructions will also keep the user safe.

By the end of this course you should be able to:

- identify the hazards associated with the use of tools and equipment
- recognise the importance of correct tool maintenance
- express the specific hazards associated with individual tool types

Hand Safety Awareness

Approximate duration: 30 minutes

An OSHA study found there were an estimated 320,000 injuries to the hands and fingers in a single year. Many people are unaware of the dangers they expose their hands to every day. This course looks at some of the hazards your hands could encounter and shows the possible consequences when you don't pay enough attention.

The course highlights how to take care of your hands, gives advice and tips on how to keep your hands injury free, what personal protection equipment is suitable for different activities and how control processes are necessary to evaluate job dangers.

By the end of this course you should be able to:

- explain what 'hand safety' is
- identify the different types of hand injury
- recognize how to reduce the risk of injury

HAZCOM Awareness

Approximate duration: 30 minutes

Hazardous substances have the potential to cause harm to you, your equipment and the environment. They can take many different forms, and it is important to be able to recognise the hazards so you can control the risks. Hazardous substances can cause many health problems, ranging from a mild irritation through to permanent damage, or even death.

In this course we look at 'Hazard Communication' or 'HAZCOM' to reveal the potential health effect of exposure to hazardous substances and the need to ensure that this exposure is controlled within the workplace, and we will learn how to minimise the risks to your health and the environment.

By the end of this course you should be able to:

- define 'HAZCOM'
- list the key elements of HAZCOM
- identify who HAZCOM applies to
- explain the flow of information
- describe how HAZCOM is standardised internationally

Hearing Conservation Awareness

Approximate duration: 30 minutes

Noise, or unwanted sound, is one of the most pervasive occupational health problems, as noise is a by-product of many industrial processes. Exposure to high levels of noise can damage your hearing and may even cause other harmful health effects.

This course highlights the dangers posed by exposure to excessive noise levels, identifies the steps that your employer must take to ensure the safety of your hearing in the workplace and helps you to recognise why protecting your hearing is so important.

By the end of this course you should be able to:

- explain what noise exposure and hearing conservation is
- recognise the monitoring and testing required
- identify the types of hearing protection available
- describe the records that must be kept

Hot Work Permit Awareness

Approximate duration: 30 minutes

Any process that can be a source of ignition can be considered as hot work. Welding, cutting, grinding and soldering are all potential fire hazards and a hot work permit will usually be required when these jobs are being carried out.

The aim of this course is to help learners recognize the importance of proper hot work safety and make them aware of the dangers and potential consequences of not ensuring that hot work is carried out according to company policies.

The aim of this course is to teach you about the following subjects:

- explain what 'hot work' is
- identify the dangers it poses in the workplace
- recognize the importance of having an effective hot work program
- describe the factors to consider when issuing a hot work permit

Introduction to Ergonomics

Approximate duration: 25 minutes

With its roots in World War Two, Ergonomics has developed from redesigning aircraft cockpit controls to a scientific tuning of our work practices and environments to match our physical capabilities and limitations.

In this module, we'll look at the causes and symptoms of musculoskeletal disorders and describe how good ergonomic practices can protect muscles, spinal discs, ligaments, nerves and tendons. Different occupations use different muscle groups, so it is important to identify an ergonomic solution that fits you.

Applying good ergonomic principles can improve comfort and morale; and therefore productivity in the workplace.

By the end of this course, you should be able to:

- define the origins of ergonomics
- explain the theory behind good ergonomic practice
- discuss practices for reducing the risk of musculo-skeletal injuries
- identify sources of further information relating to your workplace

Introduction to Forklift Truck Safety

Approximate duration: 30 minutes

Forklift truck describes a number of different types of mobile, self-propelled trucks used to lift, move and stack a wide range of goods and materials. Designed to reduce the need for manual lifting and carrying, they can still present a number of hazards. Not understanding the principles of forklift truck operations, operating a truck carelessly, using a defective forklift truck or using it for the wrong reasons can result in serious and even fatal injuries.

This course aims to teach you about the safe operation of forklift trucks, and the hazards associated with using them.

By the end of this course, you should be able to:

- recognize a variety of types and classifications of forklift truck,
- describe correct and safe forklift truck operation, and
- explain the training requirements and procedures

Introduction to Permit to Work Systems

Approximate duration: 25 minutes

Without a regulated Permit to Work procedure, personnel, plant and the environment could be put at extreme risk.

This course will look into what a Permit to Work is, the various types of permits available and how they are implemented within industry situations. The individual's responsibilities and their training requirements within a Permit to Work system are also discussed, as well as the importance of work planning.

By the end of this course you should be able to:

- explain what a permit to work is and what types there are
- describe your responsibilities when working under a permit
- summarise the importance of proper work planning and risk assessment
- identify the essential components of a successful permit to work
- outline the need for training in permit to work systems

Lock-Out Tag-Out Awareness

Approximate duration: 30 minutes

Our Lock-Out/Tag-Out course is designed to provide learners with a general overview of how process systems, machinery and electrical equipment should be safely shut off and rendered inoperable, while maintenance or servicing work is taking place.

Lock-Out/Tag-Out procedures are typically part of a much larger system of occupational safety and health standards and general environmental controls, which are designed to make the workplace as safe as possible.

The aim of this course is to teach you about the following subjects:

- describe what a Lock-Out/Tag-Out system is
- explain how to control energy release with a Lock-Out/Tag-Out system
- recognize the importance of correct Lock-Out/Tag-Out procedures
- identify who is authorised to operate Lock-Out/Tag-Out systems

Materials Handling and Storage

Approximate duration: 30 minutes

Handling and storing materials involves many operations and different equipment to transport various materials and all kinds of containers. The safe and efficient handling and storage of materials is vital in order to maintain a safe working environment and keep materials in a safe condition that satisfies regulatory and business requirements.

In this course we look at the potential hazards and precautions to consider when materials handling, the safe use of mechanical handling equipment, the importance of safety procedures and formal training programs.

By the end of this course you should be able to:

- describe what material handling involves
- recognize hazards and the precautions to consider
- apply safe storage guidelines
- demonstrate safe use of mechanical handling equipment
- describe safety and health principles
- recognize the importance of training and education

Office Safety

Approximate duration: 25 minutes

Is an office a dangerous place to work?

Most people would not consider an office to be a hazardous work environment. In reality, there are any number of risks associated with office work that could lead to chronic health problems, life changing injuries or even, in the most extreme cases, death.

This course looks at the roles and responsibilities of both employer and employee in minimising these risks, and suggests some simple measures that could help to avoid the physical, emotional and financial cost of workplace accidents.

By the end of this course, you should be able to:

- define health and safety responsibilities in the workplace
- identify hazards that may potentially cause slips, trips and falls
- apply good ergonomic practice to your desk space

Personal Protective Equipment (PPE) Awareness

Approximate duration: 20 minutes

PPE no matter what profession you work in, is what it says it is – gear to keep you safe.

While by law it is an employer's responsibility to protect their employees from any workplace hazards, the aim of this course is to inform learners of the importance of PPE and encourage them to take an active interest in why PPE is necessary, when it must be worn and how to recognise any equipment failure.

By the end of this course, you should be able to:

- name the OSHA standards governing the provision and use of PPE
- explain the responsibilities an employer has regarding the provision of PPE
- recognize how to identify if your PPE is suitable for use
- express the training requirements for various types of safety equipment

Project Management - The Fundamentals

Approximate duration: 55 minutes

Project management is the discipline of planning, organising and managing resources to bring about the successful completion of the vision or aim, through specific project goals and objectives. The ability to manage a project successfully is an important part of any business. Being able to break projects down into manageable tasks will help make the management easier and will increase your chances of success.

In this module you will learn how to scope and define a project, and key terms and techniques such as project authorisation and project implementation.

Module one

By the end of this module, you should be able to:

- recognise what project management means
- explain how to scope and define a project
- describe how to break projects down into manageable tasks
- identify project authorisation
- discuss project implementation

Approximate module duration: 30 minutes

Module two

By the end of this module, you should be able to:

- illustrate how to schedule projects and create a project plan
- discuss the monitoring progress of the project
- explain how to deal with changes
- describe project close out and completion
- identify lessons learnt from the project

Approximate module duration: 25 minutes

Respiratory Protection Awareness

Approximate duration: 25 minutes

With many workers coming into contact with harmful dusts, fumes, vapors or gases, it is essential they use the correct respirator to protect them.

There are many types of respiratory devices to suit each task and each one must go through a rigorous check to be passed fit for use. Once a respirator has been selected, it must be maintained and cared for as a vital tool that can save lives.

The aim of this course is to teach you about the following subjects:

- explain how respiratory equipment will protect you from various hazards
- recognize the guidelines for employers and employees
- identify what respiratory equipment is available
- describe how to select and test respiratory equipment

Stairways and Ladders

Approximate duration: 35 minutes

Working on and around stairways and ladders can be hazardous and is a major source of injuries and fatalities among construction workers.

In this course we will look at when and where ladders and stairways must be provided and the rules and specifications relating to them. We will also discuss the requirements for training to recognise the hazards and understand the safe use and construction of ladders and stairs.

By the end of this course you should be able to:

- recognise when ladders and stairways are required
- identify the rules that apply to all ladders
- understand the requirements for mounting ladder safety devices
- describe the rules that apply to stairways and handrails
- explain the requirement for training to recognise hazards

Working at Height Awareness

Approximate duration: 25 minutes

It's sometimes easy to forget that working at height does not necessarily mean cleaning the windows of a skyscraper. It also includes the use of a stepladder to paint a ceiling or change a flat light bulb.

This course is designed to give you an awareness of what working at height is and the hazard associated with it. We will look at ways to mitigate the risks and focus on the various means of access, including MEWPs, scaffolding and ladders. We will also learn about personal restraint systems and the benefits of carrying out risk assessments.

By the end of this course you should be able to:

- explain working at height
- define the hazards of working at height
- name some types of personal fall protection equipment
- identify safe types of access
- describe a risk assessment

Double Block and Bleed Simulator

Approximate duration: 20 minutes

This is a three stage exercise designed to simulate the process of setting up multiple double block and bleed isolations in order to make components safe to remove from a pressurised system.

The student begins with a 3D interactive, 6 valve configuration, that they must interact with in order to successfully isolate the component prior to removal. The next two interactive stages of the simulator present the system in the form of P&IDs that grow in complexity. The user must successfully complete all three of these stages in order to pass the course.

The aim of this course is to teach you about the following subjects:

- evaluate current knowledge on double block and bleed set up
- illustrate how to set up a double block and bleed
- create a double block and bleed using P&ID
- produce multiple double block and bleed on a single system

Interactive Pig Launching Simulator

Approximate duration: 20 minutes

This interactive exercise has been designed to train students to understand the principles behind pig launching operations. In order to complete this exercise, the student must successfully select, load and launch a pig from the launcher.

To do this, the student will use a number of interactive controls that will enable them to carry out various processes associated with launching a pig. These include selecting the pig, filling the pig launcher, bleeding air out of the system and equalising the pressure across the main pipeline valve.

The aim of this course is to teach you about the following:

- depressurising the launcher
- loading a pig into the launcher
- filling the launcher and successful bleeding of air from the launcher
- equalisation of pressure across the main valve
- launching a pig into the pipeline

Wind Turbine Bolting Simulator

Approximate duration: 60 minutes

This simulator will model an area of wind turbine component assembly:

- bearing/slewing ring to hub
- blade to bearing
- hub

The simulator will include inspection, tensioning and bolting methods and procedures required to successfully assemble a blade to the hub of a wind turbine.

The aim of this course is to teach you about the following subjects:

- prepare equipment for assembly
- check all equipment is fit for use
- setup the equipment
- use MicroTensioners to secure a blade

Basic Maths - Module One

Approximate duration: 40 minutes

Mathematics is an essential tool used in virtually every aspect of life, from working out the cost of your shopping, to engineering calculations that build bridges, skyscrapers and ships.

In this module, you will learn about mathematical symbols and their use. We will then look at different international units of measurement and standard prefixes. Lastly, we will look at how to round numbers.

The aim of this module is to teach you about the following subjects:

- mathematical symbols and notations
- how to use prefixes
- international units of measurement
- rounding up and rounding down

Basic Maths - Module Two

Approximate duration: 55 minutes

In module one, you learnt about mathematical symbols and their notation and prefixes. We also looked at different international units of measurement and learnt how to round numbers.

In module two, you will continue this journey, firstly learning about power numbers and scientific notation. You will learn how to calculate the areas of various shapes and, by adding another dimension, how to calculate the volumes of several objects.

The aim of this course is to teach you about the following subjects:

- power numbers and scientific notation
- how to calculate areas
- how to calculate the volumes of various objects

Basic Maths - Module Three

Approximate duration: 30 minutes

This module builds on the knowledge previously learnt in modules one and two, and applies it to an oilfield setting.

First we look at capacities in the oil and gas industry, then the different types of pressure that can be encountered in downhole situations, and finally some of the different forces that may be applied, including string weights and buoyancy forces.

The aim of this course is to teach you about the following subjects:

- capacities in the oil and gas industry
- how to calculate annular capacities
- the different types of pressure calculations
- calculating string weights and buoyancy forces

Bolted Joint Awareness

Approximate duration: 40 minutes

A leaking flange can prove very costly, halting production and also threatening the health and safety of employees, and the environment.

This awareness module will cover the correct checks and techniques for the assembly of the main types of bolted joint and clamp hub which will ensure a leak free joint.

The aim of this course is to teach you about the following subjects:

- identify the different components of a bolted joint
- summarise the correct assembly process
- evaluate the risks associated with bolted joint assembly
- recognise how to mitigate these risks

Introduction to Boyle's Law

Approximate duration: 25 minutes

Robert Boyle was a 17th century scientist who discovered that the absolute pressure and the volume of a gas in a closed system are inversely proportional.

The course will teach you what Boyle's Law is, then take you through an exercise, showing you how to use Boyle's Law to work out the pressure in a closed system. There are also questions throughout the course to confirm your learning. It ends with a final problem for you to work out using Boyle's Law.

The aim of this course is to teach you about the following subjects:

- Robert Boyle and Boyle's Law
- principles of gasses
- using Boyle's Law in a closed system

Compressed Gas Cylinder Awareness

Approximate duration: 40 minutes

Throughout our industry you will always be exposed to different forms of gas, which means understanding their properties and how they interact with their environment is essential to the safety of yourself and others around you.

Created in collaboration with BOC, this course will look at the various hazards involved with these industrial gases, how they can be safely stored and transported to avoid incident and the procedures required in the event of an emergency.

The aim of this course is to teach you about the following subjects:

- an awareness of the BCGA Codes of Practice and legislation
- hazards, properties and identification methods of industrial compressed gases
- safe storage of compressed gas cylinders and the design process
- gas control and safety equipment
- what to do in the event of incidents and emergencies with industrial compressed gas cylinders

Corrosion Awareness

Approximate duration: 25 minutes

Corrosion Awareness teaches us what corrosion is and why it matters so much to the oil and gas industry. Through this course you will learn how to identify the types of equipment affected by corrosion, you will learn the principles of corrosion management and how to avoid and prevent corrosion in your facility.

We look at how to detect corrosion under insulation and explain the effects of corrosion degradation. Finally, we discuss the importance of fire and corrosion protection coatings.

By the end of this course you should be able to:

- describe what corrosion is and why it matters to the oil and gas industry
- identify the types of equipment affected by corrosion
- explain how to locate Corrosion Under Insulation (CUI) and how it can be detected
- describe how to avoid and prevent corrosion
- define Corrosion Under Insulation and coating degradation

Introduction to Chemical Cleaning

Approximate duration: 90 minutes

Process systems and pipelines carry a huge volume of fluids in various different sectors of industry. Any reduction in operation or flow can be costly. Cleaning with specialist chemicals is very versatile, and it can be designed to suit many different cleaning situations. This course will show you the when, where and how of chemical cleaning, including degreasing, chemical selection options and essential health and safety precautions.

Module one

The aim of this module is to teach you about the following subjects:

- what chemical cleaning is
- where chemical cleaning is performed
- why do we need chemical cleaning

Approximate module duration: 20 minutes

Module two

The aim of this module is to teach you about the following subjects:

- the chemicals used for chemical cleaning
- where chemical cleaning is performed
- how we degrease and derust systems
- how we decontaminate systems

Approximate module duration: 45 minutes

Module three

The aim of this module is to teach you about the following subjects:

- the restrictions of chemical cleaning
- what the risks of chemical cleaning are
- precautions to take when using chemical

Approximate module duration: 25 minutes

Introduction to Electricity

Approximate duration: 65 minutes

It is not generally known, but electricity is the most common cause of fires in both the home and industry. It is taken for granted by most people who use it constantly all day, every day.

In this introductory course we will explain the basics of electricity, what it is and how it works. We will learn about the different types of circuit, electrical safety and the relevant terminology.

We will also look at the various ways electricity can be produced and how it is then supplied to users.

Module one

The aim of this module is to teach you about the following subjects:

- appreciation of what electricity is and how it is used
- the dangers inherent with electricity
- the various terms relating to electricity and circuits
- the relationship between electricity and magnetism

Approximate module duration: 35 minutes

Module two

The aim of this module is to teach you about the following subjects:

- the various terms relating to electricity and circuits
- the relationship between electricity and magnetism
- how to calculate voltages, amps, watts and resistance

Approximate module duration: 30 minutes

Introduction to Electronics

Approximate duration: 45 minutes

Electricity brings into our lives all the modern products and gadgets which we take for granted. These devices are often unseen and unrecognised, but utterly essential to our business and social lives. We use electronic components to control and affect the way electricity flows. In this introduction we will take a look at these electronic components, how they work and how to identify them. We'll learn about circuits, diagrams and calculations. We will also explain the relationship between voltage, current and resistance with the help of Ohm's Law.

The aim of this course is to teach you about the following subjects:

- what electronics is
- how electronics work
- how to identify electronic components
- what electronic circuits and diagrams look like
- how to calculate voltage, amps, watts and resistance

Introduction to Fittings - Module One

Approximate duration: 40 minutes

Some fittings look very similar to the naked eye, when in actual fact they are very different. Incidents have occurred where the incorrect fitting has been used and subsequently blown out causing damage to equipment and even worse, serious injuries or even death to personnel.

This course will teach you how to identify many common fittings and use them safely. Taking a little time to understand this course could make a big difference.

The aim of this course is to teach you about the following subjects:

- fittings safety
- types of fittings
- sealing the threads
- thread damage and prevention

Introduction to Fittings - Module Two

Approximate duration: 45 minutes

Many pressure related injuries in the energy industry are caused by the misuse of small bore pressure fittings. This misuse is usually the result of incorrectly identifying the selected fitting, and not understanding how to use it correctly.

This course will look at pressure ratings and teach you how to identify and use the most common compression type fittings correctly.

The aim of this course is to teach you about the following subjects:

- compression fittings
- how to seal compression fittings
- pressure ratings
- thread problems and damage prevention

Introduction to Fracing

Approximate duration: 30 minutes

Hydraulic fracturing, as the name implies, is the process of breaking something with a hydraulic force. In terms of oil and gas, hydraulic fracturing, commonly known as "fracing", is the process of pumping special fluids at very high flow rates and pressures into a well, in order to fracture and prop open the rock formation.

From the first fracing jobs in the 1860s to modern operations, this course covers why and how we frac and explains what a typical fracing operation entails.

By the end of this course, you should be able to:

- define the process of fracing
- explain why fracturing operations are carried out
- describe a typical fracing operation
- identify the hazards, risks and controls that apply to fracing

Introduction to Hammer Unions

Approximate duration: 50 minutes

Hammer Unions are widely used throughout the energy industry. Hammer Unions come in many sizes, shapes and pressure ratings, and when used correctly they are a safe and reliable means of connecting pipes for transporting fluid. Perhaps one of the most critical elements to correct hammer union use is that the two halves are compatible.

There are, however, combinations which will allow a high pressure hammer union to be mated with a low pressure union, leaving the user at risk of connection failure and serious injury. In this course we will look at hammer unions in detail, maintenance, safe use and the consequences of mismatching unions.

Module one

The aim of this module is to teach you about the following subjects:

- the consequences of mismatching hammer unions
- how to maintain hammer unions

Approximate module duration: 25 minutes

Module two

The aim of this module is to teach you about the following subjects:

- what a hammer union is and how to recognise one
- how a hammer union seals

Approximate module duration: 25 minutes

Introduction to Hoses

Approximate duration: 40 minutes

Hoses have a massive part to play in industry, and hose failure, even if the pressure inside is relatively low, can have serious consequences to equipment, personnel and the environment. If the pressure is high, the consequences could be catastrophic.

We begin by looking at what a hose is, and the makeup of different types of hoses to suit a huge variety of uses. We will then look at some points to consider when selecting and using a hose, along with general maintenance for prolonging their lifespan. Finally, we will cover some of the most common safety systems in use throughout industry to reduce the risk of injury and damage from hose related incidents.

The aim of this course is to teach you about the following subjects:

- what hoses are, and why they are used
- how hoses are constructed for different tasks
- things to consider when selecting a hose
- hose management and safety systems

Introduction to Hydraulics

Approximate duration: 60 minutes

Hydraulic systems are commonly used throughout the world, especially within industry, for operations that require repeated but precise movement. For example, digging a hole near underground pipes or lifting a heavy load in a hazardous environment.

This course will provide you with an overview of hydraulic systems, the principles behind hydraulic power, and a guide to calculating hydraulic pressures.

Module one

The aim of this module is to teach you about the following subjects:

- how a hydraulic system operates
- basic hydraulic theory

Approximate module duration: 30 minutes

Module two

The aim of this module is to teach you about the following subjects:

- the components that make up a hydraulic system
- the health and safety requirements when using hydraulic systems

Approximate module duration: 30 minutes

Introduction to Leak Detection

Approximate duration: 50 minutes

Even a small leak in a process system can lead to expensive downtime, costly damage to plant equipment and potentially devastating harm to personnel and the environment.

In this course we will investigate the possible sources of leaks, introduce learners to the importance of leak testing, the methods and equipment used for leak detection and look at the potential dangers involved when working with helium and nitrogen gas.

The aim of this course is to teach you about the following subjects:

- why we carry out leak detection
- what helium leak detection is
- why we use helium for detecting leaks
- how leak detection operations are carried out
- the equipment needed for a successful operation
- the dangers involved with helium leak detection

Introduction to Pigs and Pigging

Approximate duration: 60 minutes

Although primarily used to clean pipelines, there are a wide range of pigs available for a variety of pigging operations. This course will show you some of the pigs available for these tasks, and will explore their different designs and functions. We will also run through a basic pigging operation, from the loading and launching, the various tracking methods used, through to the safe receiving and unloading of the pig.

There are many hazards associated with pigging operations that can cause injury to personnel and damage to equipment and the environment. We will look at these hazards and learn how to mitigate the risks.

The aim of this course is to teach you about the following subjects:

- why the process of pigs and pigging is essential
- various types of pigs and their specific uses
- equipment used in pigging
- hazards and specific PPE requirements

Introduction to Pneumatics

Approximate duration: 60 minutes

Pneumatics are used every day, in all walks of life. Applications can range from creating explosions in the entertainment industry to simply bicycle pumps, car tyres or tools and equipment. It is important you know the benefits, as well as the restrictions, as you will come across pneumatic systems on a daily basis. In this course you will learn the basic theory of pneumatic systems, take an in-depth look at the components that make up a compressed air system and also consider the hazards and safety precautions associated with pneumatics.

The aim of this course is to teach you about the following subjects:

- the application of pneumatics
- pneumatic theory
- air generation, preparation and distribution
- the operation of the components that make up a basic pneumatic system
- the basic safety requirements for using a pneumatic system
- the graphical symbol for each component that makes up a basic pneumatic system

Liquid Nitrogen Storage (Testing)

Approximate duration: 30 minutes

Liquid nitrogen has a variety of applications in the oil, gas and petrochemical industries. However, given the correct circumstances, it can also become very volatile and pose a real threat of asphyxiation. It is essential, therefore, to make sure that we store and transport nitrogen correctly.

In this module we will look at some of the hazards and risks associated with nitrogen, and learn about the construction and components of the cryogenic tanks that make the safe storage and use of nitrogen possible.

By the end of this module, you should be able to:

- define some of the properties of liquid nitrogen
- explain how a cryogenic tank is constructed
- identify various components of a cryogenic tank

Overview of an Oil, Gas and Water Process System

Approximate duration: 20 minutes

There are many types of process system in use, and although they may look different, they often use similar components to achieve similar results.

In this course you are given the chance to view a typical system as a whole, and take a closer look at thirteen of the key components; from the high pressure separator that separates the oil, gas and water, through the pumps and compressors and on to the oil flow metering skid, that counts the barrels of oil passing through.

The aim of this course is to teach you about the following subjects:

- what an oil, gas and water process system is
- the different paths that oil, gas and water take
- the components and their roles within the process system

Pipeline Filling Calculations

Approximate duration: 75 minutes

An interactive course to teach you the basics of calculating a pipeline's face area and volume. You will also explore the calculations required for working out pump flow rates and chemical injection rates and quantities.

This course will also cover both the importance of rounding during the calculations, and the importance of accurate conversions between units.

The aim of this course is to teach you about the following subjects:

- how to calculate pipeline volumes
- how to convert numbers
- the effects of rounding
- how to calculate water volumes
- how to calculate pump flow rates
- calculating chemical volumes
- chemical injection rates

Pipeline Hydrotesting Calculations

Approximate duration: 40 minutes

We test pipelines to ensure that they are strong enough to withstand the high product pressure which they will see for the duration of their working life. We also test the integrity of the line as a whole.

In this course you will learn about the different types of pipeline, what to consider when hydrotesting and how to make the calculations required for a hydrotest.

The aim of this course is to teach you about the following subjects:

- the different types of pipeline
- why and how we test pipelines
- pre-engineering calculations

Introduction to Refineries and Refining

Approximate duration: 30 minutes

An oil refinery is effectively a factory that converts crude oil into a range of marketable products in the most efficient and cost effective manner possible.

This course is designed to help you understand the basics of working on a refinery, from the different processes and units used, to the general maintenance, safety implications and products produced.

By the end of this course you should be able to:

- understand the role of a refinery
- recognise the importance of regular maintenance
- explain the different types of refinery
- recognise the products produced by refining processes
- identify the various processes carried out by refinery units

Process and Instrumentation Diagrams

Approximate duration: 40 minutes

A process and instrumentation diagram, known as a P&ID, shows how process equipment is connected and by the use of symbols, represents flow directions safety and control systems, pressure ratings and other key piping and instrument details of a system. An understanding of P&IDs is essential when carrying out plant and process operations, such as tracing faults, isolating equipment and locating items for maintenance.

In this module we will take a detailed look at P&IDs, and show you how to read and understand the major parts. We will explore the actual process equipment and illustrate how specific parts are represented on the diagrams.

The aim of this course is to teach you about the following subjects:

- what a process and instrumentation diagram (P&ID) contains and what it is used for
- what the symbols represent on a P&ID
- how pressure and flow are shown on a P&ID
- how to read and understand the basic parts of a P&ID
- how equipment is represented on a P&ID

Pump Basics

Approximate duration: 40 minutes

In this course, you will learn about the different types of pumps, their properties and uses, packing glands and seals, pump calculations and how to maintain them.

The aim of this course is to teach you about the following subjects:

- the types of pumps available and how to recognise them
- the capabilities of each type and where they are used
- the basic specifications of each type of pump
- when and how to service each type of pump
- the correct ways to tighten packing glands

Terms and Conditions



Terms and Conditions

1 Definitions

“Account” means a credit account facility agreed in writing with the Company; “Certificate” means a document issued by the Company to the Registrant confirming that the Registrant has satisfactorily completed the Training Session; “Claim” means any cost, claim, expense, fines, penalties, judgements (including legal reasonable expenses), damage, loss, liability or rights of action;

“Company” means Petrofac Training Limited, a company registered in Scotland under Company Number SC179707, with its registered office at The Offshore Training Centre, Forties Road, Montrose, Angus, DD10 9ET; “Consequential Loss” means (i) consequential or indirect loss under English Law; and (ii) loss and/or deferral of production, loss of product, loss of use, loss of revenue, profit or anticipated profit (if any), in each case whether direct or indirect to the extent that these are not included in (i) and whether or not foreseeable at the Contract Start Date; “Contract” means the agreement for the provision of a Training Session between the Company and the Customer in accordance with these Terms; “Contract Start Date” means the date the Registration Confirmation is sent to the Customer;

“Course Fee” means the full price or fee (but excluding any accreditation, exam or other fees) for a Training Session to be paid by the Customer to the Company;

“Customer” means either the company whose details are provided on the form at Registration (“Company Customer”), or where full and accurate company details are not provided, the individual whose personal details are included in the form at Registration (“Individual Customer”);

“Customer Care” means the Company’s dedicated customer care department, contactable at The Offshore Training Centre, Forties Road, Montrose, Angus, DD10 9ET, email address customer.care@petrofactraining.com;

“Force Majeure” means any cause beyond the reasonable control of either party (including without limitation strikes and/or lockouts, labour disputes external to the Company, and compliance with any law or governmental order, rule, regulation or direction of governmental agencies) provided that a lack of funds shall not constitute Force Majeure;

“Joining Instructions” means the documentation confirming all Registrant and Training Session details sent to the Customer by the Company as part of the Registration Confirmation;

“Party” means either the Customer or the Company and the “Parties” means the Customer and the Company together;

“Registrant” means the individual for whom Registration is completed and who will attend the Training Session;

“Registration” means completion of the booking process by the Customer, offering to make a booking on a Training Session;

“Registration Confirmation” means the confirmation sent by the Company to the Customer containing the Joining Instructions and confirming acceptance of the Customer’s offer to make a booking;

“Terms” means these Terms and Conditions of Training – Catalogue Bookings; “Training Session” means the session detailed in the Company’s course directory as requested by a Customer at Registration and as detailed in the Registration Confirmation;

“Training Session Materials” means any materials provided to the Customer by the Company at the Training Session, for example, manuals, copies of slides, handouts and other similar materials, in whatever form;

“Training Start Date” means the date on which the Training Session starts;

“Working Day/s” means a day or days on which banks are open for business as usual in Scotland.

2 General

These Terms (together with the Registration Confirmation) constitute the entire agreement between the Company and the Customer in relation to the provision to the Customer of a Training Session. The Contract replaces any prior arrangements or agreements made between the Customer and the Company relating to the subject matter hereof unless otherwise agreed to in writing between the Customer and the Company and no amendment or variation to these Terms or the Contract is permitted, except with the prior written agreement of the Company. The Customer acknowledges that it is not relying on any statement, implied warranty or representation made by or on behalf of the Company other than those expressly set out in the Contract.

If any provision of the Contract becomes void or otherwise unenforceable in whole or in part, the validity of the remainder of the Contract shall not be affected.

If the Company fails to enforce, or delays in enforcing, its rights or remedies under the Contract, such failure or delay shall not operate as a waiver of that right or remedy and shall not prevent the Company from exercising that right or remedy in the future.

The Contract is not intended to be for the benefit of any third party and shall not confer any rights on any other person under the Contracts (Rights of Third Parties) Act 1999 or otherwise.

3a Registration Process for Customers without an Account

A Customer without an Account must pay the Course Fee in full at Registration. The Course Fee may be paid by major credit and debit card, cash, bank transfer or cheque made payable to Petrofac Training Limited. Course Fees paid by cheque must be received by the Company at least 7 Working Days prior to the Start Date and funds cleared at least 72 hours before the Start Date. Joining Instructions will be issued once the Course Fee has been received in full by the Company. If a receipted invoice is required, the Customer should request this at Registration. The Company reserves the right to refuse attendance at a Training Session and/or withhold the issue of a Certificate and if payment is not made in full in accordance with this paragraph.

3b Registration Process for Customers with an Account

Customers with an Account must pay the Course Fee in full within thirty (30) days of the date of the Company’s invoice. Joining Instructions will only be sent once the Company receives written confirmation from the Customer that includes an order or reference number enabling the Company to invoice the Customer for the Training Session.

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If the Customer disputes in good faith, any part of the Company's invoice, the Customer shall pay any undisputed part within thirty (30) days of the date of the invoice. Subject to the foregoing, if the Customer fails to pay the Company any sum due and payable pursuant to these Terms, interest shall be due and payable on the outstanding amounts at the then current Royal Bank of Scotland plc annual base rate plus 5 per cent per annum, calculated pro rata from the due date for payment until the outstanding amount (together with accrued interest) is paid in full. Where payment is not made in accordance with the terms of this paragraph, the Company reserves the right to withhold the issue of a Certificate or revoke Certificates that have been issued or, where a Training Session has not yet taken place, refuse attendance at the Training Session.

4 Value Added Tax

Course Fees (and any other associated costs) are quoted exclusive of VAT and any other taxes, which will be added and become payable as applicable.

5 Transfer Policy

Following receipt of the Registration Confirmation, the Customer may transfer a Registrant (subject to availability), to another Training Session on one occasion only up to 24 hours before the Training Start Date. The Customer shall send a written request to the Company marked for the attention of Customer Care, stating the original Registration details and the date of the Training Session to which Customer wishes the Registrant to be transferred (which must be within 3 months of the original Training Start Date). If the Registrant cannot for any reason (including but not limited to failure to meet any stipulated medical or other requirements) attend the Training Session to which he or she has transferred, the terms of Clause 6 shall apply.

The Customer can nominate another person to attend the Training Session in place of a Registrant at any time up to 24 hours before the Training Start Date by sending a written notice to the Company marked for the attention of Customer Care, providing the details of the original Registration and of the proposed replacement registrant. The Company shall thereafter process the proposed transfer and send revised Joining Instructions to the Customer. The Company reserves the right to refuse training to any person who attends a Training Session in place of an original Registrant who has not been transferred in accordance with these provisions. This will be treated as a cancellation by the Customer and the terms of Clause 6 shall apply.

6 "Cooling-off Period" and Cancellation Policy

An Individual Customer may cancel a Contract and receive a full refund by written notice to the Company marked for the attention of Customer Care, at any time within a period of seven (7) days from the Contract Start Date (or at any time before the Training Start Date where the Training Start Date is less than seven (7) days from the Contract Start Date) by notifying the Company in writing.

A Customer may cancel a Contract and receive a full refund by written notice to the Company marked for the attention of Customer Care, at least 14 days prior to the Training Start Date. However (same as set out above) if

a Contract is cancelled by a Customer less than 14 days prior to the Training Start Date, or if a Registrant fails to attend all or any part of a Training Session, the full Course Fee for the Training Session remains payable and no refund shall be given.

7 Cancellation by Company

Company reserves the right to cancel a Training Session for any reason upon provision of a minimum forty eight (48) hours written notice to the Customer. The Company shall use reasonable endeavours to reschedule the Training Session to a mutually acceptable date. In the event an alternative date is not available within three (3) months of the date of the cancelled Training Session, Company shall refund the value of any Course Fee received.

8 Data Protection

In this Clause 8, references to "personal data", "data subjects" and "data controller" are defined in the Data Protection Act 1998 (the Act). The Company shall comply with all relevant provisions of the Act and do nothing which causes, or may cause, the Company to be in breach of its obligations under the Act. In particular, to the extent that the Company acts as a data controller in respect of any personal data pursuant to these Terms, the Company shall only process such personal data to the extent necessary to enable it to fulfil its obligations under these Terms. Such processing, however, may include transferring this data to countries or territories outside the European Economic Area.

9 Intellectual Property Rights

All copyright, design rights and other intellectual property rights used, created or embodied in or arising out of or in connection with the Training Session, including the Training Session Materials remain the sole property of the Company and the Customer shall not and shall procure that the Registrant shall not dispute the ownership of such rights. Any materials and information (in whatever form and including the Training Session Materials) provided by the Company in connection with the Training Session shall not be copied, distributed or made available in whole or in part to third parties or re-used and shall be used only to enable the Registrant to properly participate in the Training Session. Subject to the aforementioned, Registrants are entitled to keep, for their own use only, any Training Session Materials provided to them. The Customer must procure however, that any other materials, in whatever format, issued to the Registrant are returned to the Company on the earlier of the completion of the Training Session or when requested by the Company. The Customer shall not and will procure that the Registrant shall not copy or otherwise reproduce in any form, any Training Session Materials or other materials provided by the Company without the Company's prior written consent.

10 Registrant Fitness

Where a Training Session requires proof of medical fitness to attend, it is the Customer's sole responsibility to ensure that the Registrant is in possession of a valid certificate that meets the Training Session prerequisites. The Company reserves the right to refuse training to any

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Registrant not in possession of current and applicable evidence of medical fitness. If a Registrant does not provide evidence of medical fitness, the terms of Clause 6 shall apply. For Training Sessions requiring physical activity, it is the Customer's sole responsibility to ensure that Registrants are physically fit and free from respiratory disorders or heart disease. The Company reserves the right to refuse to provide training to Registrants if it believes that they pose a safety risk.

11 Completion of Session

All aspects of the Company's Training Sessions must be completed to the specified standard(s) to receive certification. Should the Registrant successfully complete the Training Session, a Certificate will be issued. Should the Registrant fail to participate in any element of the Training Session, the Company will issue a letter of non-attainment to the Customer notifying them that a Registrant has failed to satisfactorily complete a Training Session. Where a Registrant is unable to complete a Training Session for any reason, the full Course Fee remains payable. In exceptional circumstances, should a Registrant provide, in the sole opinion of the Company, a valid reason for being unable to complete a Training Session, the Registrant may be given the opportunity to return and complete the uncompleted part of the Training Session within a 3-month period. The Company will advise additional fees associated with completion of an uncompleted Training Session and payment must be received in cleared funds at least 24 hours prior to recommencement of the Training Session.

12 Safety

During the Training Session, the Customer shall procure that the Registrant complies at all times with the directions given during the Training Session together with the Company's health and safety policies posted around the premises where the Training Session takes place. Any safety equipment and/or protective clothing which the Registrant is required to bring to the Training Session will be specified in the Joining Instructions and the Customer will provide this and ensure that it is fit for its required purpose.

The Company reserves the right to postpone or suspend a Training Session at any time if it considers there to be any risk to the health or safety of any person or risk of loss or damage to any plant, machinery, equipment or material. In such circumstances, the Company will seek to reschedule the Training Session to another date.

The Company shall be entitled, at its sole discretion, if it deems it necessary in the interests of safety (whether to protect personnel, property or otherwise): (a) require a Registrant to leave a Training Session; (b) to refuse a Registrant entry to a Training Session. The Company shall have no liability to the Customer or Registrant for any action it may take in accordance with this Clause.

Training Sessions are conducted in English and Registrants must be able to read and understand English. The Company reserves the right to refuse a Registrant admission to a Training Session if a Registrant cannot speak and understand English to the standard required by the Company.

13 Force Majeure

In the event that the Company is rendered unable, wholly or in part, by Force Majeure to carry out its obligations hereunder, upon the Company giving notice and reasonably full particulars of such Force Majeure to the Customer within a reasonable time after the occurrence of the cause relied upon, the obligations of the Company, so far as they are affected by such Force Majeure, shall be suspended during but no longer than the continuance of the inability so caused and such further period thereafter as shall be reasonable in the circumstances. The Company shall use reasonable endeavours to eliminate the circumstances of Force Majeure relied on to enable it to resume the full performance of its obligations and minimise the effects of the circumstances of Force Majeure. If the Company is unable to provide any Training Session, or any part of any Training Session, by reason of Force Majeure, the Company shall be entitled to postpone or cancel that Training Session, or part of it. The Company shall use reasonable endeavours to reschedule the Training Session to a mutually acceptable date if possible.

14 Termination

The Company may terminate the Contract with immediate effect if the Customer materially breaches any of the provisions of the Contract and fails to remedy such breach (if capable of remedy) within such reasonable period as the Company specifies. Upon termination, the Customer shall immediately pay to the Company in full any outstanding monies due to it pursuant to the Contract. Upon termination by the Customer, the Company shall immediately furnish to the Customer the Certificate and/or any other items due to it pursuant to the Contract.

15 Warranty

The Company warrants to the Customer that the Specified Services will be provided using reasonable care and skill expected of a competent and prudent contractor at the time the Services are performed within the limitations of the agreed Services and, as far as reasonably possible, in accordance with the Contract. Where, in connection with the provision of the Specified Services, the Company supplies any goods supplied by a third party, the Company does not give any warranty, guarantee or indemnity as to their quality, fitness for purpose or otherwise, but shall, where possible, assign to the Customer the benefit of any warranty, guarantee or indemnity given by the person supplying the goods to the Company. No other warranty or representation either express or implied in relation to the Services of the provision thereof is given or intended to be given in the Contracts, reports, drawings or otherwise.

16 Limitation of Company's Liability ia Company Customers

The Company will defend, indemnify and hold the Customer harmless against any Claim in respect of (i) any loss, damage or impairments caused to property belonging to or used by the Company or any of its directors, officers, employees, consultants, representatives, invitees, or agents ("the Company Group"); and (ii)

Terms and Conditions

any personal injury, death or illness of any member of the Company Group howsoever caused or arising in connection with the performance or non-performance of these Terms, notwithstanding the negligence or breach of duty of the Customer.

The Customer will defend, indemnify and hold the Company harmless against any Claim in respect of (i) any loss, damage or impairments caused to property belonging to or used by the Company Customer or any of its directors, officers, employees, consultants, representatives, invitees or agents including without limitation the Registrant ("the Customer Group"); and (ii) any personal injury, death or illness of any member of the Customer Group howsoever caused or arising in connection with the performance or non-performance of these Terms, notwithstanding the negligence or breach of duty of the Company.

ib Subject to 16.ia

Company's total cumulative liability to the Customer in respect of any Claim arising from or relating to the performance or non-performance of these Terms shall be limited to the Course Fee.

ii Individual Customers

Except in respect of personal injury or death caused directly by the negligence of the Company, the Company's liability to the Individual Customer in respect of any Claim arising from, relating to or in connection with the performance or non-performance of the Contract, shall be limited to the Course Fee.

iii All Customers

Neither Party shall be liable to the other for Consequential Loss. Any exclusion or limitation of liability under the Contract shall exclude or limit such liability not only in contract but also in tort or otherwise at law.

17 Duplicate Certificates

The Company charges a fee of £15 per duplicate Certificate provided. Requests for duplicate Certificates must be made to the Company by the Customer in writing, marked for the attention of Customer Care and contain the name and Training Start Date of the Training Session; the Registrant's name and date of birth. Once the Company has received full payment in cleared funds, the duplicate Certificate will be issued.

18 Hotel Accommodation and Transport

A Customer with an Account may request that the Company book hotel accommodation and/or transport for Registrants for a fee of £40 per Registrant per Registration excluding the actual costs of any bookings with third parties (the Arrangement Fee). The Customer is responsible for settling its own account with any third party suppliers direct, unless otherwise agreed to in advance by the Company. If the Company agrees to settle third party supplier costs on the Customer's behalf, these costs shall be re-charged to the Customer, along with the Arrangement fee, the Course Fee and any other associated costs. For the avoidance of doubt, the Company will not be responsible for payment of any other costs associated with Registrants' travelling, accommodation, subsistence or other expenses.

19 Complaints Procedure

If the Company fails to comply with its obligations under the Contract, in particular its obligations under Clause 15, the Customer shall advise the Company in writing, marked for the attention of Customer Care, giving details of the reasons why it believes the Company has not complied with its obligations under the Contract. The Company shall acknowledge the Customer's complaint in writing within seven (7) Working Days of its receipt and thereafter, reply to the complaint in full within thirty (30) Working Days of its receipt. The Parties' day to day representatives shall use all reasonable efforts to resolve the complaint satisfactorily, however if the complaint is not resolved satisfactorily and amicably after such efforts, the Parties shall escalate the complaint to the Senior Management of the Company and Customer in an increased effort to resolve the complaint satisfactorily and amicably.

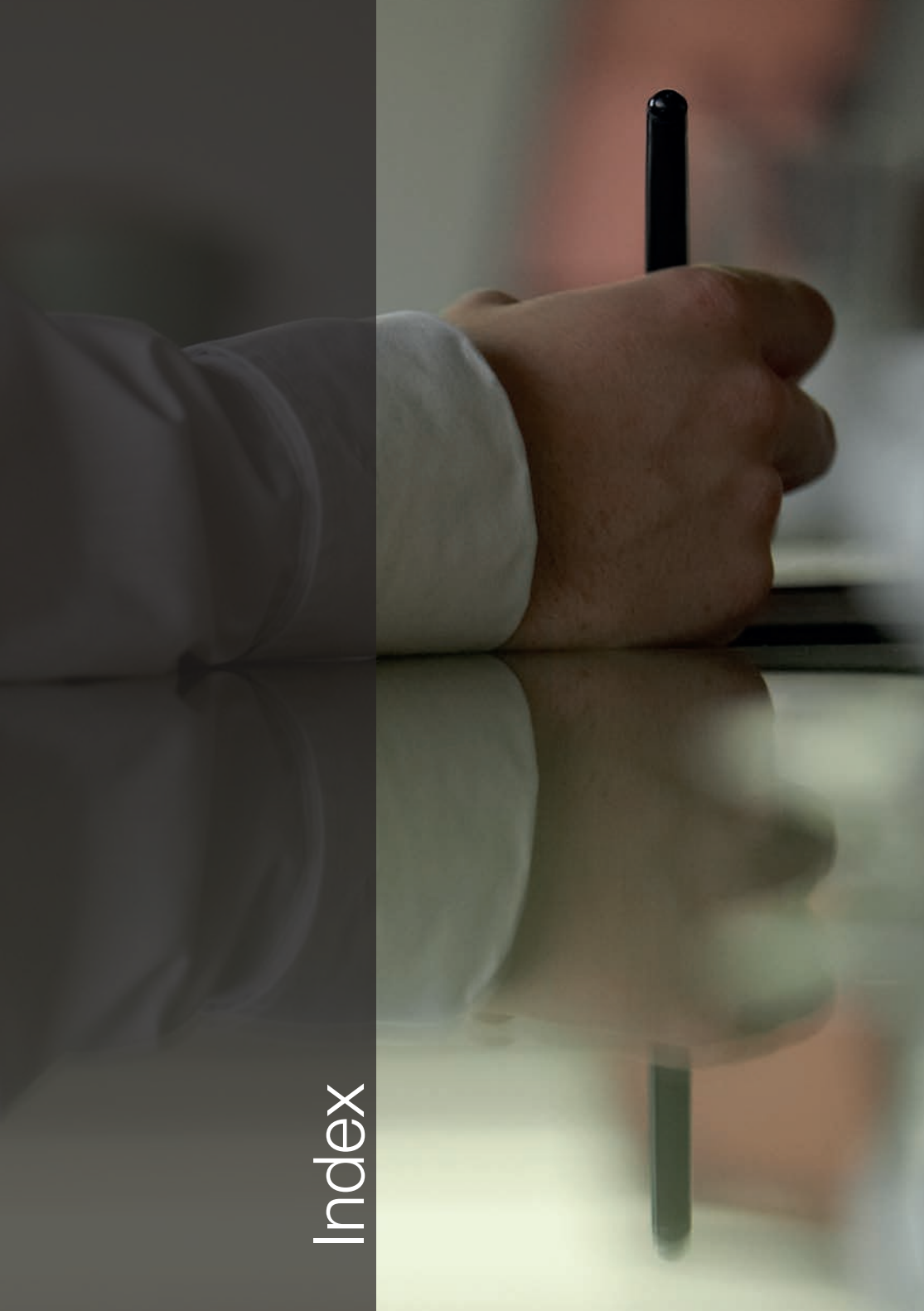
20 Applicable Law and Jurisdiction

The Contract, and any non-contractual rights or obligations arising out of or in connection with it or its subject matter, shall be governed by and construed in accordance with English law and each of the Parties agrees that the courts of England shall have exclusive jurisdiction to settle any dispute which may arise out of or in connection with the Contract or its subject matter.

21 Anti- Bribery Compliance

The Customer shall, and shall procure that it and Customer Group shall comply with (a) all applicable laws, regulations, codes and sanctions relating to anti-bribery, anti-corruption or similar activities of (i) the United Kingdom, including without limitation the Bribery Act 2010; (ii) the United States of America including, to the extent applicable, the Foreign Corrupt Practices Act 1977; and (ii) any country or countries in which any of the Services or Contract obligations are to be or are performed.

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