



Building commercial  
capacity in oil and gas

# Training Course Brochure



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“

MDT's courses have provided me with comprehensive training. I enjoyed the format of the courses; working on case studies was especially interesting and informative. The training is very industry specific, this helped my understanding of processes and made me more effective in my role.”

Chris, Corporate Accountant, OMV

# Building commercial capacity. Accelerating careers.

We know the business of oil and gas. More than that, we understand what it takes to deliver training that makes a positive impact.

MDT International delivers commercial training courses in most major established and emerging oil and gas hubs, building international industry capacity and delivering measurable success for participants and employers.

Whether taking part in an open course, or benefitting from the customised experience of our in-house training, what participants learn is relevant to their industry, their region and their organisation.



## Our clients

Since our inception in 1992, we have delivered training for hundreds of clients, ranging from multi-national operators and service companies to energy ministries, regulatory authorities and other government agencies, in over 70 countries.

## Course benefits

Success in the international oil and gas industry depends on constant differentiation, evolution and innovation, as well as an ongoing drive to improve efficiency. We have a great track record of stimulating this kind of change, delivering results and developing long term relationships with our clients.

Our creative, interactive and relevant in-house and open courses build commercial capacity, increase specialist knowledge and accelerate careers: motivating and supporting individuals to adopt a strategic approach that positively affects business performance and profit.

## Our courses

Annually, we deliver nearly 200 open and in-house sessions; each is devised and adapted in response to market demand and industry developments, taking account of regional trends.

Open courses cover four categories:

- Introductory programmes
- Finance, accounting and audit
- Economics, risk and project management
- Contracts, purchasing and negotiation

If you need something else specifically designed for your organisation, we will devise an in-house programme to deliver the right result.





“

The trainer has a wealth of knowledge from within the oil and gas industry, this was shared in a very clear and interesting way.”

Angee, Faroe Petroleum

## Meet the trainers

We are commercial training specialists and our trainers are authoritative, focused and inspirational educators.

Each has decades of in-depth oil and gas experience and many years of running training courses around the world, developing capability and accelerating careers. So, regardless of the subject matter, the required delivery pace, or where the conversation in the training room goes, we will deliver the outcomes you need.

“

*Equipping the best and brightest minds with the right skills and knowledge is crucial to success in our increasingly competitive and complex industry. Playing a part in that is both immensely satisfying and incredibly motivating.”*

Drew Leitch, MDT International



Drew Leitch



Nick Sands



Robert Hockley



Keith Brown



Paul Keighley



Mike Milne



Peter Sheal



Matilde Giulianelli



Andy Scott



To find out more about our trainers please visit:  
[www.mdtinternational.com](http://www.mdtinternational.com)

# Training Delivery Methodology

Our creative, interactive and relevant sessions ensure participants are actively engaged from the outset, ready to apply what they have learnt as soon as they are back at their desks.

We work closely with our clients and participants to ensure the style of delivery for each course compliments the wide variety of individual and professional experience as well as the cultural diversity of our clients around the world.

Each training programme uses a combination of instruction, worked examples, multimedia, case studies and group discussion which embeds the practical application of our course principles in relation to the upstream E&P sector.

Each participant will be encouraged to challenge existing methodology as a starting point to positively affect processes and procedures in their own

workplace. This in turn adds value by providing the platform for participants to engage with their peers providing informed opinion and valuable input to future commercial decisions.

Our more advanced training programmes use further, highly interactive workshops in which participants work in small teams to explore and analyse wide-ranging financial scenarios based on the realistic, computer-based simulation of various international exploration and production activities. This hands-on scenario-based approach enables brainstorming, creative thinking and deep embedded learning to take place.



## Introductory courses

### Introduction to the oil and gas industry

This course will give participants a greater understanding of each key phase of the exploration and production industry.

It offers oil and gas professionals the opportunity to gain technical and commercial understanding of the industry fundamentals.



**Length of course:**  
2 days



**Course locations:**  
Worldwide



**Book this course online:**  
[mdtinternational.com](http://mdtinternational.com)



14 hours CPD  
accreditation

#### What you will learn

This course increases your knowledge and understanding of the following areas:

- The scientific origins of oil and gas
- The commercial issues underpinning hydrocarbon exploration and development
- The role of government and its agencies
- Oil and gas terminology
- The technical process of exploration
- The technical process of drilling
- The technical process of production
- The challenges of decommissioning

#### Who should attend?

- Participants who are new to the industry and require an understanding of the basics of upstream oil and gas
- Non-technical personnel working in the industry
- Industry stakeholders such as HR, finance, IT, contracts, law and administration. Those who are ready to have more meaningful and knowledgeable discussions with colleagues and clients within the oil and gas industry



*Excellent course, very interesting. I enjoyed learning about specific current examples. The trainer was very engaging and the videos were good."*

Jenny, EnQuest Plc



## Introductory courses

### Mastering finance for non-financial oil and gas personnel

This course will give non-financial oil and gas professionals an understanding of basic principles, theory and practice of financial reporting and analysis as they apply to the oil and gas industry.

On completion you will feel much more confident in your understanding of financial and accounting matters and will be ready to make a more positive contribution to related business discussions.

#### What you will learn

This course increases your knowledge and understanding of the following areas:

- Sources and uses of financial information
- Oil and gas industry accounting policies
- Elements of financial management specific to the oil and gas industry
- A conceptual understanding of key E&P accounting topics including depreciation, reserves, decommissioning, and asset impairment tests

#### Who should attend?

- Managers and supervisors who want to improve their understanding of financial reports
- All personnel with budget responsibilities
- Specialists in all disciplines who have to interpret and work with financial information
- Advisers who make recommendations based on financial data



Length of course:  
2 days



Course locations:  
Worldwide



Book this course online:  
mdtinternational.com



14 hours CPD  
accreditation



*Great course – a must attend for all non-financial personnel to be able to excel.”*

Fidelis, Ophir Energy



## Finance, Accounting & Audit courses

### Exploration and production accounting level 1

This course will give each participant a comprehensive overview of international accounting and finance practices in the E&P industry.

On completion, you will be able to understand oil and gas financial policy, joint venture and cost-control topic areas.

#### What you will learn

- An overview of accounting policies and practices in the oil and gas industry
- An introduction to cost control and the management of project, drilling and operating costs
- Understanding the accounting and financial management implications of exploring for and producing oil and gas
- The background to financial issues like joint ventures that are unique to the E&P industry, and their accounting treatment

#### Who should attend?

- Finance staff new to the industry who require a grounding in the various specialist discipline areas that typically comprise an oil and gas company finance function
- Finance personnel who are being developed for broader accounting and financial management responsibilities
  - Audit and information systems staff who have frequent dealings with financial controls and systems
  - Treasury and tax specialists who require a better understanding of E&P finance and accounting



Length of course:  
3 days



Course locations:  
Worldwide



Book this course online:  
mdtinternational.com



21 hours CPD  
accreditation



*“Highly impressed with the course content and the regular exercises completed throughout. Examples provided were also very interesting.”*

Kerry, Taqa Bratani Ltd



## Exploration and production accounting level 2

This course aims to raise to an intermediate level your knowledge and understanding of E&P finance and accounting concepts. International practices and current developments across a range of relevant topics will be examined.

On completion, you will be able to constructively challenge and advise colleagues, helping improve accounting and budgeting practices and procedures: adding value and delivering commercial success.



**Length of course:**  
5 days



**Course locations:**  
Worldwide



**Book this course online:**  
mdtinternational.com



35 hours CPD accreditation

### What you will learn

This course increases your knowledge and understanding in four areas:

- Knowledge of financial accounting and reporting issues unique to the E&P industry
- Understanding of accounting requirements resulting from joint ventures (JV)
- Production sharing accounting
- Financial planning and budgeting

### Who should attend?

- Participants who have completed Exploration and Production Accounting Level 1, and are ready to move to a more advanced level of knowledge and understanding.
- People with a good foundation knowledge of E&P accounting.



*I had joined the oil and gas industry and MDT helped me to see my challenge as a great opportunity. Now Level 2 has brought to light new concepts and different ways of interpreting my company's commitments. Thanks to the knowledge shared I will certainly be a better professional, not only technically but now as an enthusiastic employee."*

Amanda, BG Group



## Exploration and production accounting level 3

This highly interactive workshop is designed to take E&P accounting knowledge to an advanced level, helping to develop analytical and related business skills for more demanding roles within the organisation.

Our experienced financial trainers review and update delegates' subject knowledge and skills throughout the course and are on hand to provide guidance and support.



**Length of course:**  
5 days



**Course locations:**  
Worldwide



**Book this course online:**  
mdtinternational.com



35 hours CPD accreditation

### What you will learn

- How to carry out and manage operational financial accounting activities associated with joint ventures
- How to prepare, analyse and present information for effective financial reporting
- An understanding of the impact of different activities on the financial statements of an upstream oil and gas company
- How to practically apply IFRS in accounting for a wide range of typical oil and gas industry activities

### Who should attend?

- This is an advanced level programme designed for accounting and financial management personnel who want to enhance their analytic and presentational skills
- To be able to participate effectively, you should have already attended our two lower-level companion courses – Exploration and production accounting – Levels 1 and 2 – or be able to demonstrate a suitable combination of relevant experience and subject knowledge



*The course has provided me with the tools I need to perform my daily tasks more efficiently back in the office as the scenarios enabled participants to apply the knowledge."*

Neuza, Maersk Oil Angola



## Cost efficiency and budgeting in the oil and gas industry

In today's environment the management of costs is an ever higher priority. Across the industry, operators and service companies are working hard to embed a culture of rigorous cost management across all disciplines. On completion employers should expect to see participants returning to work with a more strategic approach to cost management as well as some practical ideas to drive cost efficiencies in the workplace.



Length of course:  
3 days



Course locations:  
Worldwide



Book this course online:  
mdtinternational.com



21 hours CPD  
accreditation

### What you will learn

- Underlying principles of cost management and budgeting
- To build credible budgets and identify practical cost management action
- Understand the impact of decisions on operational performance and put in place performance tracking systems to measure success

### Who should attend?

- Management Teams
- Sub-Surface staff
- Operations staff
- Project teams
- Well Engineers
- Procurement staff
- Finance and Commercial Staff



*This MDT training course was developed in direct response to industry feedback. It seeks to support operator and service company staff in their aim to deal with a price sensitive environment, where the management of costs has become an ever higher priority."*

Nick, Training Director,  
MDT International



## Auditing in the exploration and production industry

This intensive training course is designed to improve and enhance skills of participants involved in auditing upstream exploration and production activities, concentrating on aspects of auditing that are unique to this industry.

On completion, you will be able to conduct internal, production sharing and joint venture audits, improving current practices and procedures: adding value and delivering commercial success.



Length of course:  
5 days



Course locations:  
Worldwide



Book this course online:  
mdtinternational.com



35 hours CPD  
accreditation

### What you will learn

- How to apply a structured methodology for conducting oil industry internal, production-sharing and joint-venture audits
- How to implement the benefits of a multi-discipline team audit approach
- How to adopt a model of best practice for conducting audits
- How to apply a risk-based approach to audit
- How to investigate fraud

### Who should attend?

- Personnel who are new to the discipline of audit
- Experienced audit practitioners who wish to update their auditing techniques
- Personnel from any discipline who intend to take part in internal or joint-venture audits
- Personnel with a background in statutory audit in the accountancy profession who want insights into internal and joint-venture audits



*The trainer was incredible! It was wonderful to have someone with such knowledge leading and encouraging lively debates! Very enjoyable."*

Joy, Wolverine (WPC)





### Petroleum project economics & risk management

This highly interactive course will enable each participant to apply a structured approach to project justification, investment appraisal and decision-making in the upstream petroleum business.

On completion, you will be able to prepare convincing project proposals that will win management, partner and government approval: adding value and delivering commercial success.



**Length of course:**  
5 days



**Course locations:**  
Worldwide



**Book this course online:**  
mdtinternational.com



35 hours CPD accreditation

#### What you will learn

- How to apply economic and risk management evaluation tools for oil and gas project proposals
- How to identify and quantify key uncertainties during field development and full life-cycle economics
- How to calculate the economic and financial viability of expenditure proposals projects under risk conditions
- How to develop a structured approach to measuring, managing and combating commercial risk
- How to assess the ranking of alternative projects
- How to prepare credible project proposals
- How to improve project and business outcomes

#### Who should attend?

This workshop is aimed at participants with little or no previous project investment appraisal experience:

- Explorationists and petroleum/reservoir engineers
- Asset managers, project managers and facilities engineers
- Management accountants, finance and contracts specialists
- Government and advisory executives
- Service/supplier company personnel



*The course is very insightful and actually touches on all areas critical in making investments decisions in the upstream business and beyond."*

Kwesi, Tema Offshore Mooring Ltd



### Essential project management skills

This course will provide each participant with first-hand experience of the essential tools and techniques of successful project management.

On completion you will be equipped with the necessary skills to effectively manage your own project.



**Length of course:**  
5 days



**Course locations:**  
Worldwide



**Book this course online:**  
mdtinternational.com



35 hours CPD accreditation

#### What you will learn

- How to prepare project strategies and plans
- How to create highly effective project organisation structures and teams
- How to secure project sanction
- How to manage project risks
- How to estimate and manage project costs
- How to estimate and manage project duration
- How to carry out a post-project appraisal

#### Who should attend?

This introductory/intermediate-level workshop is aimed at personnel with limited project management experience who want to improve their ability and confidence. It is suitable for:

- Project managers
- Supervisors and personnel from a variety of disciplines including:
  - » Engineering
  - » Maintenance
  - » Construction



*The course has given me a great grounding in project management skills which I will be able to put to use. I enjoyed the discussions within the team regarding the exercises – it showed the difference in opinion within a small team.*

Paul, TAQA Bratani



“

This is an exceptional program, very incisive and practically oriented. My knowledge in contracts strategy has increased greatly and looking forward to taking back to my place of work.”

Solomon, Ministry of Energy and Petroleum, Ghana



## Contracts, Purchasing & Negotiation Courses

### Contracts strategy & management

This course will give each participant a greater understanding of the latest thinking in upstream petroleum industry procurement.

On completion, this practical course shows you how to adopt a best-practice model, making valuable quantifiable contributions to your company's performance.

#### What you will learn

- How to develop and implement a highly effective procurement strategy and plan for your organisation to reduce the overall cost of purchasing
- How to manage your supply chain in order to deliver maximum value at minimum cost
- How to develop and implement a best-practice process for the management of contracts and the supply chain
- How to adopt innovative ways to select contractors and prepare tender documents
- How to choose the type of contract and compensation terms that best achieves the contract's objectives
- How to prepare tender evaluation criteria and evaluate a tender submission

#### Who should attend?

- Personnel at all levels and in all disciplines who have responsibility for, and involvement in, the entire procurement process
- Line operational managers and specialists (the “end users”)
- Contracts managers and contracts specialists

“

*This course was conducted in a very comprehensive and interactive manner by the trainer. I liked it a lot and will seek an opportunity to attend some other MDT courses next year.”*

Dinara, North Caspian Operating Company



Length of course:  
5 days



Course locations:  
Worldwide



Book this course online:  
[mdtinternational.com](http://mdtinternational.com)



35 hours CPD  
accreditation



### International oil & gas exploitation contracts

The course will give each participant an introduction to managing oil and gas exploration, development and production contracts: actively encouraging you to apply what you've learnt at work.

On completion, you will be able to structure agreements, identify and manage risks and opportunities in contract forms to meet your company's needs: adding value and delivering commercial success.



**Length of course:**  
5 days



**Course locations:**  
Worldwide



**Book this course online:**  
mdtinternational.com



35 hours CPD  
accreditation

#### What you will learn

- The structure and benefits of different types of international contracts for petroleum exploration, development and production
- How to structure the agreement(s) to meet your company's needs
- The different needs and expectations of national and international oil and gas companies
- An understanding of non-financial elements and their impact on economics and profitability
- How to identify and manage appropriately the risks and opportunities in the contract terms
- How to differentiate between oil and gas exploitation and marketing issues involved in gas contracts
- How to model the changing parameters in a typical PSC

#### Who should attend?

This course is aimed at professional oil and gas company personnel at all levels and disciplines including those involved in:

- Business Development
- Contract Negotiations
- Business Analysis
- Strategic Planning
- Joint Venture Representatives



*Good recap of concepts and good discussions. Experienced and well-rounded trainer. The materials suited the objective of the course."*

Venkatesh, Al Hosn Gas



### Negotiation skills for the oil & gas industry

This highly interactive course will give participants a structured approach to effective negotiating and introduces Breakthrough Negotiation Strategy to achieve results in difficult and complex negotiations.

On completion, you will be able to recognise the vital steps in a negotiated settlement, resolve impasse and negotiate in teams, making valuable quantifiable contributions to your company's performance.



**Length of course:**  
5 days



**Course locations:**  
Worldwide



**Book this course online:**  
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35 hours CPD  
accreditation

#### What you will learn

- How to plan and prepare for negotiations
- How to recognise the vital steps in a negotiated settlement, and to exhaust one step before proceeding to the next
- How to improve your communication skills to achieve better results
- How to resolve impasse and handle difficult negotiations
- How to negotiate in teams
- How to respect cultural differences in international negotiations

#### Who should attend?

- Personnel with limited negotiating experience who want to improve their abilities and confidence in this core business activity.
- A variety of professionals working in the oil and gas industry, dealing with either commercial or inter-personal negotiations.



*The opportunity to test the various negotiation techniques through role play was very effective."*

Nana, Ghana National  
Petroleum Corporation

# In-House Courses

## Building capacity with tailored content.

The international oil and gas industry is challenging, complex and highly competitive. Success depends on constant differentiation, evolution, innovation and a constant drive to improve efficiency.

We have a great track record of stimulating this kind of change.

In-house courses are a cost-effective way to ensure your staff have the specific, focused training required, delivered when and where you need it.

Whether you want a tailored product, covering aspects of courses from our existing portfolio, or require something else entirely, we can help.

### Business benefits include:

- Course content can be focused on specific operating environments
- Use of own internal policies, procedures and financial information in course content
- Being able to adapt the learning outcomes to suit existing staff experience
- Improvement of networking, understanding and collaboration between departments

### The process begins with consultation between MDT and the client

- We will understand your requirements: providing counsel in areas such as workforce competence needs and skills gap analysis
- We will develop and deliver a customised training programme
- We will provide the opportunity for your team to maintain contact with our trainers

### Customised courses previously developed include

- Introduction to finance and key performance indicators
- Petroleum engineering for non engineers
- Leadership and people management skills
- Advanced leadership & people management skills
- International business communication skills
- Introduction to the downstream oil and gas industry
- Introduction to petroleum geology
- Introduction to natural gas



For further details on what MDT can offer or to discuss your individual requirements please contact:  
**info@mdtinternational.com** or call **+44 (0)1224 561521**



The training courses have provided opportunities to discuss a wide range of processes and facilitated good conversations, both during the training course and back in the office."

Adam Chantler, Asset Finance Manager,  
BG Group, Bolivia





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