

International Center
For Preparing & Qualifying Leaders Egypt

Decision-makers صنع القرار



Oil and Gas Programs

برامج النفط والغاز

Training 5 Days	Technical Process Technology
Code No	Program Title
P1	Process simulation using pro II
P2	Process simulation using hysys
P3	Aspentech hysys process simulator (pasic_dynamics)
P4	Introduction to process hydraulics & p&ids
P5	Fundamentals of oil & gas facilities
P6	Introduction to oil processing

P7	Introduction to gas processing
P8	Natural gas dehydration
P9	Gas daring & sweetening
P10	Liquefied petroleum gas (lpg)(new)
P11	Cooling & refrigeration system design
P12	Process fired hear tears
P13	Safety relief & flare system design
P14	Advanced safety relief (new)
P15	Heat exchanger selection, design & construction
P16	Tower internals
P17	Separators filtration ,selection & design
P18	Industrial water conditioning
P19	Air -cooled exchangers
P20	industrial pollution control
P21	water desalination technology
P22	Waste water treatment & re-use
P23	loss prevention engineering
P24	Fire protection systems (basic)
technical process Technology	
P25	Fire protection systems (advanced)
P26	Fundamentals of process hazard analysis
P27	Process hazard analysis(advanced)
P28	Fair hazard analysis & risk assessment (basic)
P29	Fair hazard analysis and risk assessment (advanced)
P30	Fair & gas detection system
P31	Hazard area classification fundamentals
P32	Process safety management
P33	Management of change (moc)
P34	Hazard operability (hazop)
P35	Flange management (new)
P36	Pre - commissioning & commissioning stare - up (new)
Technical Mechanical Engineering	
P37	pumps technology (basic)
P38	Advanced applications & technologies of abl pumps
P39	Diesel engine
P40	Centrifugal compressors
P41	Vibration analysis
P42	Boiler design & steam raising
Technical Mechanical Engineering	
e	boiler efficiency improvement

P44	boiler selection ,operation & maintenance - fundamentals
P45	pressure vessels design .inspection & pepair
P46	heat exchangers mechanical design & maintenance
P47	tanks design & maintenance
P48	gas turbine design & selection
P49	steam turbine design & maintenance (new)
P50	cathodic protection (cp)
P51	painting & coating technology
P52	corrosion inhibitors
P53	material selection in petroleum industry
P54	corrosion control techniques
P55	fundamentals of low temperature & cryogenic tanks
P56	design, fabrication & inspection of pressure vessels according to asme VIII div 1
P57	pressure vessels & tanks fitness for service assessment (apl 579 - 1/asme ffs -1)
P58	hvac system design
P59	lubricating oils (new)
P60	maintenance ,planning ,scheduling and work control (new)
P61	mechanical seal (new)
P62	rotating equipment (new)

Technical

pipng Engineering

P63	specification for piping components
P64	piping design & fabrication
P65	basics of piping stress analysis
P66	basics of piping dynamic analysis
P67	fundamentals of underground piping engineering
P68	valves technology (basic)
P69	valves technology (advanced)
P70	fundamentals of piping design
P71	advanced piping design
P72	subsea pipeline design
P73	gas transmission & distribution according to asme b31,8
P74	onshore pipeline design

Technical

instrumentation & control

P75	instrument pre - installation & installation guidelines
P76	instrumentation in hazardous locations
P77	basics of instrumentation & control
P78	process measurements
P79	flow measurements (basic)
P80	flow measurements (advanced)
P81	boiler control

P82	control valve engineering
	Technical Instrumentation & Control
P83	process control
P84	basic pneumatic system (new)
P85	program Mable logic controllers 9plc)
P86	supervisory control & data acquisition systems (scada)
P87	distributed control systems (dcs)
P88	field bus foundation
P89	on - line analyses
P90	safety instrumented systems (sis) for the process industry
	Technical wireless & telecommunication
P91	introduction to telecommunication and wireless systems
P92	internetwork packet exchange
P93	integrated multimedia & sound systems
P94	integrated security ststem
P95	fiber optic system
P96	wireless communication
	Technical civil engineering
P97	ripar & strengthening of concrete structure
P98	structural design of piperack
P99	civil software application (sap,safe & staad)
P100	equipment foundation design
	Technical Electrical Engineering
P101	electrical hazardous area classification
P102	power protection systems
P103	electrical engineering & installation
P104	electrical pre - installation & guidelines
P105	electrical capling system
P106	earthling system & lightning protection
P107	ups & battery systems
P108	fudamentals of power system & generation
P109	lighting system design
	Technical health and safety
P110	offshore safety
P111	risk analysis
P112	risk assessment & risk management (new)
P113	incident /accident investigation & root cause analysis
P114	industrial safety

P115	h2s & using breathing apparatus
P116	handling of hazardous chemical and hydrogen sulphide
P117	first aid
P118	defensive driving
P119	control of work (cow) program
P120	basic fire fighting techniques
P121	rigging safety & lifting operations
P122	hse leadership
P123	confined space entry construction safety management
P124	working at heights & scaffolds
P125	electrical safety
P126	excavations & trenching safety
P127	welding & cutting operation
P128	work hygiene (new)
Technical production engineering	
P129	production optimization using nodal analysis
P130	production systems simulation
P131	gas lift optimization & troubleshooting
P132	well test analysis
P133	sucker rod pumping
P134	gas reservoir engineering
P135	applied reservoir engineering
P136	water injection design & application
P137	cased hole logging
P138	enhanced oil recovery techniques & screening (eor)
P139	basics of drilling technology
P140	well completion
supporting function Qehs Management Systems	
P141	150 900 quality management systems
P142	ohsas 18001 occupational health & safety management systems
P143	15014001 environmental management systems
P144	quality management systems auditing
P145	health & safety management systems auditing
P145	environmental management systems auditing
P146	key performance indicators (kpis)
P147	environmental impact assessment (eia)
P148	150 50001 energy management systems
P149	energy management systems auditing
supporting functions procurement	
P150	suppliers / contractors qualifications & evaluation

P151	fundamentals of purchasing	
P152	developing skills of purchasing specialists	
P153	welding inspection & quality control procedures	
P154	non - destructive testing (ndt)	
P155	periodic inspection procedures for gas & oil equipment	
P156	material management systems (mms)	
P157	stock management & inventory control	
P158	supply chain management	
P159	customs procedures	
	supporting functions	procurement
P160	procurement management (new)	
P161	logistics management (new)	
P162	inventory management (new)	
	Supporting Functions	Information Technology
P163	database concepts & administration	
P164	sql basic	
P165	microsoft office word 2013	
P166	microsoft office excel 2013	
P167	web logic administration (new)	
	Supporting Functions	Human Resources
P168	introduction to hrm	
P169	interviewing skills	
P170	recruitment & selection	
P171	training needs assessment	
P172	training evaluation & rol	
P173	developing skills of the training specialist	
P174	strategic hr management	
P175	talent management	
P176	development continuous learning	
P177	competency - based training (new)	
P178	performance appraisal & evaluation (new)	
	Supporting Functions	Finance
P179	accounting for non accountants	
P180	accounting terminology	
P181	financial planning & management (new)	
P182	finance & budget (new)	
P183	asset & portfolio management (new)	

Supporting funct Markting & Business Development

- P184 principles of marketing
- P185 developing an effective marketing plan
- P186 measuring customers satisfaction
- P187 managing customers relations (mcr)
- P188 strategic marketing
- P189 digital marketing (new)

Management**Management skills**

- P190 effective communications
- P191 body language & non verbal communication
- P192 advanced communication skills
- P193 effective presentations
- P194 advanced presentation skills & public speaking
- P195 interpersonal skills
- P196 effective planning & time management
- P197 advanced time management
- P198 organizing .planning & follow-up(new)
- P199 technical report writing
- P200 effective business writing
- P201 email etiquette

Management**Managemant Skills**

- P201 Effective negotiations
- P202 Advertising Negotiation Skills
- P203 problem solving & Decision making
- P204 Motivating other
- P205 Running Effective Meetings
- P206 Delegation Skills
- P207 Good Work Habits
- P208 Supervisory Skills
- P209 Dealing With Difficult People
- P210 Coaching Skills
- P211 Coaching Simulation
- p212 Leading With Passion

Management**Managemant Skills**

- P213 Leadership & Empowerment
- P214 Situational Leadership (New)
- P215 Assertiveness & Self Assurance
- P216 Innovation in the Workplace (New)
- P217 Managing innovations and creating innovative Business models (New)
- P218 Work Life Balance (WLB) (New)

P219	The First Time Manager (New)
P220	Anger Management (New)
P221	Critical Thinking (New)
P222	Developing Business Plans (New)
P223	Building Good Work Relations (New)
	Management Management Skills
P224	Building Resilience (New)
P225	Analytical Skills For Developing managers (New)
	Management Management Concepts & Techniques
P226	introduction to management
P227	modern management concepts
P228	managing people
P229	people smart
P230	crisis management
P231	conflict management & resolution
P232	performance management
P234	management by objectives (mbo)
P235	stress management
	Management Management Concepts & Techniques
P236	change management
P237	strategic planning & management
P238	creative thinking & brainstorming
P239	mind - mapping
P240	working in teams & team work
P241	building high performance teams
P242	emotional intelligence
P243	leading with emotional intelligence
P244	global culture , business ethics and code of conduct
P245	business etiquette
P246	organizational behavior (ob)
P247	how to manage your manager
	Management Management Concepts & Techniques
P248	Result focus initiative
P249	Management vs . Leadership (new)
P250	Cognitive behavior therapy (cbt)(new)
P251	Corporate social responsibility (csr)(new)
P252	Employee citizenship and building loyalty (new)
P253	Knowledge management (new)
P254	Information management (new)
P255	Business protocol (new)

P256	Business continuity management (new)
P257	Organizational reengineering (new)
P258	Blue ocean strategy (new)
P259	The juggle manager (new)
	Management Project Management
P260	Effective project management
P261	project risk management
P262	project management & tender preparation
P263	Effective contract management
P264	Bidding & pricing strategies
P265	Pmp preparatory course
P266	Ms projects application (new)
	Management Projects Controls
P267	Basics of project controls
P268	Project planning & scheduling using primavera
P269	Basics of cost estimation
P270	Project cost control & reporting
P271	Advanced project scheduling
P272	Feasibility studies for industrial projects