

# Oil & Gas Skills

International Petroleum Management Programme

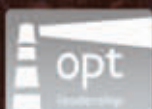
OGS  
IPMP



# Leading With Safety



OGS  
OIL & GAS SKILLS



*Fairmont*  
TOWERS  
15-16 October  
2008

# Oil & Gas Skills

*Dear Colleagues*

Sep 21<sup>st</sup> 2008

We are pleased to launch track II of the international development program IPMP, Leading With Safety, Step Change in safety behavior performance that will be held on the next 15<sup>th</sup> & 16<sup>th</sup> of Oct 2008, and I would like to take this opportunity to invite you and your associates to participate in such kind of this strategic workshop, it worth your time to participate.

The Egyptian petroleum community and Oil & Gas Skills believe in safety, so we need to set together and think about the new tactics and strategies to manage our operations safely, we strive to bring international consultancies, that we will shape together our safety intentions, the two days Leadership Development Program prepare us to manage and lead our operations safely.

The programme will be executed in cooperation between Oil & Gas Skills (**OGS**) and One point three leadership management & consultant (**OPTL UK**).

Program location: Fairmont Towers Heliopolis.

Dates: 15<sup>th</sup> to 16<sup>th</sup> October, 2008

Time: 9:00 am to 5:00 pm


Program fees: \$1350

Application deadline is next 10th October 2008 with priority to early reservations

We hope that we can get your full support and participation from yourself and your organization in such important event, as we consider ourselves a strategic partner in developing and sustaining the petroleum HR capabilities, a great effort was spent to guarantee the delivery and return.

Looking forward to continue our excellent mutual cooperation.

*Yours Sincerely,*



**Yasser El Maghraby**  
**Chairman & CEO**



# Objectives

- ▶ Ensure that leaders understand good practice safety expectations and accountabilities
- ▶ To enquire into the underlying mindsets and emotional connection to safety
- ▶ Commit to action – aligning safety leadership, conduct and behavior

## *This workshop will:*

- ▶ Propose expectations and accountabilities
- ▶ Surface current mindsets ( underlying assumptions and beliefs) that drive existing behaviors
- ▶ Challenge those things that shape unhelpful existing mindsets
- ▶ Propose changes to elements of the culture that will align mindsets with desired behaviors (code of conducts)
- ▶ Explore feelings, deeply held personal values and beliefs that underpin personal thinking and behavior
- ▶ Share experience with each other and establish the common ground that aligns feelings, mindsets and behavior
- ▶ Establish a heightened and explicit emotional awareness of the need to 'care' for each other in our work

## **Felt Leadership Definition**

*Demonstrating (in the view of others) an authentic care for the safety of people by:*

- ▶ Visible and active participation in safety management
- ▶ Consistently exhibiting and maintaining the highest standards in safety
- ▶ Being attentive to signals which should trigger inquiry or appropriate intervention
- ▶ Being mindful that Felt Leadership is more discernable in its absence than presence

## **Outcomes**

- ▶ Leaders understand 'good practice' safety expectations and accountabilities
- ▶ Commitment to actions to align safety leadership, mindsets, conduct and behavior

## **Deliverables**

### *Commitment to:*

- ▶ Explaining a clear understanding of the expectations and accountabilities to the workforce
- ▶ Applying and embedding the accountability framework
- ▶ Specific actions that engender the safety mindsets
- ▶ Cascading the key objectives from the programme through the organisation
- ▶ Promoting an emotional awareness that aligns to greater care in the workplace

## Pre work

*A week prior to the workshop attendees will be issued the following material:*

- ▶ Programme introduction
- ▶ Joining instructions
- ▶ A request to bring a personal safety story

## High Level Agenda

### **Day One**

- ▶ The Culture web
- ▶ Safety mindsets
- ▶ Accountabilities

### **Day Two**

- ▶ Emotional connection to safety
- ▶ Leading change in safety
- ▶ Commitment to action



## Peter Coxon



Peter has been a chartered organisational development and educational psychologist since 1980, working in the public and private sectors. He has a life long passion for the development of human talent and potential at individual and organisational levels. He provides an extremely pragmatic and humanistic approach to the development of leadership throughout organisations. Peter was founder and Managing Director of a specialist leadership development consultancy, has been a Partner with a leading UK management development and training company, and was with Cambridge Management Consulting as Head of Leadership Development.

Peter founded One Point Three Leadership Development to pursue his own professional vision: that of creating synergy between the 'soft' humanistic and organisational development methodologies with the 'hard' business efficiency and economic improvements approach, a combination that he believes is essential for long term sustainable change and a growing capability to deliver ever more stretching results.

Peter majors on the personal skills of managing ourselves and leading and influencing others in order to bring about personal development and organisational improvements. He is known for his coaching and lecturing abilities when helping develop high performance teams and exceptional change leadership designed to inspire and implement major organisational transformations.

Peter has designed and run a wide range of management, leadership and team development programmes.

## Facilitators Brief History and Details of Relevant Skills

### Leadership Development Initiatives

- ▶ Leadership Development Initiatives
- ▶ Recently co-designed and currently leading a major Leadership Development for senior managers, managers, junior managers and non managers for a Global bank (2006-07)
- ▶ Designed and led Leadership and Management Development programmes for managers in BG (2006-07)
- ▶ Designed and led management and leadership development programmes for Oil and Gas companies across different cultures including Egypt, Tunisia, Indonesia, Brazil, Argentina, Norway, England, Northern Ireland, Scotland, The Netherlands
- ▶ Researched, designed and led cross cultural management and leadership development programmes
- ▶ Worked with cross national and cultural Business partnerships to enhance 3rd way thinking and best practice across the cultures
- ▶ Consulted to the BG HR Director and team, together with asset and country managers on managing 'Nationalisation' and other cross-cultural issues
- ▶ Designed and led an initiative with Bp to develop Self Managing Teams for an offshore platform coming off plateau
- ▶ Consulted to Bp on global leadership and management development initiatives

### Change Processes Facilitated

- ▶ Developed an innovative organisational improvement programme that develops 'Results Based Change Leaders'.
- ▶ Consulted to Johnson Matthey and coached the VP through a Business Improvement programme designed to create double digit growth to part of the business that was described in the Sunday Times as 'a gem in the company'
- ▶ Consulted to The Environment Agency on a Nationwide Change and reorganisation initiative involving restructuring the whole organisation and establishing new process lines of working. Ran several 'Managing Change and Making it Happen' workshops for senior and middle managers throughout the UK and has provided advisory support to the Heads of Process Management and Water Management
- ▶ Consulted to BG Group on a global Supply Chain Improvement programme
- ▶ Consulted to Mitel on Major Change and Business Improvement bringing about up to \$100M savings
- ▶ Consulted to Zarlink Semiconductor helping bring about significant improvements in effectiveness for the Business Planning Division of the company

### Examples of Other Consulting Experiences

Facilitated large scale organisational development initiatives, has helped organisations respond to major changes and has inspired leaders to establish increasingly effective and self managing organisations. Run intensive management and leadership development programmes, worked to improve the influencing and negotiation techniques of purchasers and providers, helped establish honourable and productive contractual, supply chain and service level agreements and has also enjoyed promoting exceptional customer service skills amongst staff in challenging posts.

Provided personal coaching to senior leaders and managers across a range of organisations and professional challenges.

Current coaching contracts: BG, Bp, Johnson Matthey, The Wrigley Company, X-Fab, Zarlink.

Run leadership development programmes and helped CEOs, executive directors and senior teams develop their abilities to vision the future, perform exceptionally together and lead their people through major changes and improvements.

Peter has worked across the world, in Europe, North and South America, Central and Far East Asia, and Africa and with leadership teams in a broad range of industry sectors. His clients have included: AIB, BG Group, BP, Coca Cola, DML, Dupont, The Environment Agency, GSK, ICI, Johnson Matthey, Holcim, Logica, Mitel, MoD, Orange, Shell, Total, Wessex Water, The Wrigley Company, X-Fab, Zarlink Semiconductor.

## Richard Martins



Richard has been a chartered Management Institute and educational human behavior and safety management 1982, working in the public and private sectors. He has a life long experience on offshore safety and diving inspection. He is member of safety council institute, Post-Graduate Diploma in Occupational Health & Safety (Heriot-Watt University), BSc (Hons) Psychology (University of Plymouth), he has been a Partner with Chartered Management Institute (Membership No: 002201502) Diving Qualifications, HSE Part 1 (Certificate number 1/562/82), HSE Part 2 (Certificate number 11/20/84) (Closed Bell Diving) ,Appointed Air & Mixed Gas Diving Supervisor (1988), Royal Navy Ships Diver

Richard specializing in the provision of research services to local government and other public sector agencies. Specializing in safety audits, and crime research. Responsibilities include project planning, client liaison, data management, strategic analysis and report writing. Clients include Thames Valley Constabulary, Devon and Cornwall Constabulary, Royal Borough of Windsor and Maidenhead, Bracknell Forest Borough Council, Plymouth City Council, Cornwall County Council.

Richard working as Health & Safety Executive - Corporate Team – Specialist Inspector, Lead auditor for offshore and onshore safety audits. Responsible for training audit teams to conduct safety audits for the offshore safety division. Auditing and advising clients on safety issues, risk management, safety leadership and legal liabilities. Specializing in Oil & Gas Sector safety audit programmes and safety case assessments.

Health & Safety Executive - Specialist Inspector, HSE Diving Inspection Team. Include safety case assessments, applying the range of diving and related health and safety legislation to a range of dutyholders both onshore and offshore. Responsible for: making enforcement decisions, carrying out investigations, collecting evidence, preparing legal reports both as an investigator and as an expert, assisting the courts, coroners and other enforcement agencies with technical support and operational guidance. Lead auditor for safety audits to British and European standards.

Stolt-Comex-Seaway– Project Manager, Don Manifold. Sedco 700. Wellhead construction and tie-ins, Lyell field. Nedrill 6. Replacement of sub-sea manifold. Bruce field. MSV 'Amethyst'. Hyperbaric tie-ins and 'Hot-Tap on 36 inch pipeline, Spool piece installation and metrology for 'H' frames and habitats. Saltire. MSV 'Amethyst'. 8-24 inch spool and water injection tie-ins. Sleipner 'R'. MSV 'Amethyst'. 20 inch hyperbaric tie-ins.

Comex Asia/UK – Supervisor / Saturation Diver, Comex Asia. Balik Papang (Indonesia). DLB 'Annette'. 'Coflexi' tie-ins to platform risers. BP. ESV 'Iolair'. Forties field. Annual IRM and debris clearance. Mobil. MSV 'Amethyst'. Brae Alpha/Bravo. Sub-sea habitat deployment and recovery. Annual IRM. Osberg B/C. MSV 'Amethyst'. Hyperbaric welding habitat deployment for 24 and 36 inch tie-ins.

Underwater NDE Centre, University College London – Project Manager, Trials on Hocking and Lizard sub-sea eddy-current units. Underwater NDE Centre, University College London – Project Manager, Diving trials on new ACPD and eddy current crack detection systems.

Comex Diving – Project Manager /Sat Supervisor / Saturation Diver, Conoco UK. MSV 'Uncle John'. Murchison and Hutton TLP. Construction and IRM programme. Ninian Southern and Northern platforms. Eddy-current inspection programme. Montrose. DSV 'Wildchief'. Eddy-current testing. North West Hutton. MSV 'Uncle John'. Eddy current testing. Shell Brent Alpha/Bravo. MSV 'Uncle John'. Annual IRM, BP. ESV 'Iolair'. Forties field. Annual IRM and anode installation. Shell. MSV 'Stadive' Brent field and Dunlin Alpha. Annual IRM and eddy current trials. Mobil/Ness. Maersk Highlander. Construction and work over on sub-sea template. BP. ESV 'Iolair'. Forties field. Annual IRM and Flooded Member Detection (FMD). Mobil. DSV 'Aurelia'. Beryl field. Annual IRM Marathon Oil UK. DSV 'Aurelia'. Brae Alpha. Annual IRM including ACPD crack detection techniques. Marathon Oil UK. DSV 'Aurelia'. Removal and replacement of caissons. Riser clamp installation. Issued letter of appointment as second Supervisor for both Air and Mixed Gas diving operations by Comex Houlder Diving.

Awarded contract to conduct second safety audit for Bracknell Forest Borough Council and the Royal Borough of Windsor and Maidenhead. Conducted reviews of data in accordance with UK Home Office guidelines. Produced written audit reports identifying strategic priorities for further public consultation (Nov 2000-Dec 2001). Presented reports to Heads/ Chief Executives of all participating agencies and the public via written documents and public seminars. Subsequent audit by KPMG found initial report "a well considered and robust document" (1988-1999). Management Development Consulting to Public Sector and Private Sector organizations.

# Agenda Sessions & Timings

## Day One

8:30 AM	▶ Coffee / Breakfast
9:05 AM	▶ Introductions ▶ Safety Moment ▶ Course structure and philosophy ▶ Underpinning models re Leadership, Organisational Accountabilities Behaviours, Mindsets, Values ▶ Course objectives top level agenda
9:45 AM	▶ Agreeing the contract – Expectations hopes and concerns
10:00 AM	▶ What we should do: Responsibilities and accountabilities
11:00 AM	▶ Accountability framework
11:15 AM	▶ Break
11:30 AM	▶ Accountability framework continued
12:00 PM	▶ Scenarios ▶ Scenario role play
12:30 PM	▶ How to introduce the framework and accountabilities into your organisation
1:00 PM	▶ Lunch
2:00 PM	▶ Safety Mindsets: purpose ▶ Mindsets model and underpinning concepts ▶ Culture web
3:30 PM	▶ Break
3:45 PM	▶ Culture web continued ▶ Theme integration ▶ After Action Review
5:00 PM	▶ Close

## Day Two

8:30 AM	▶ Coffee / Breakfast
9:05 AM	▶ Reflections on day one ▶ Mindsets continued
9:45 AM	▶ Presentation
10:00 AM	▶ Intergroup discussion
11:00 AM	▶ Culture web and mindsets population
11:15 AM	▶ Break
11:30 AM	▶ Mindsets continued: ▶ Complete integration of themes and hypotheses
12:00 PM	▶ What needs to change...to align mindsets to a safer environment
12:30 PM	▶ Action planning
1:00 PM	▶ Lunch
2:00 PM	▶ Values – emotional connection and ‘care’
3:30 PM	▶ Break
3:45 PM	▶ Conclusion ▶ After Action Review
5:00 PM	▶ Close

# Leading With Safety

## Application Form

Name : .....

Title : .....

Email : .....

Name : .....

Title : .....

Email : .....

Name : .....

Title : .....

Email : .....

Name : .....

Title : .....

Email : .....

Name : .....

Title : .....

Email : .....

Company : .....

Contact Person : .....

Phone/ Fax : .....

Email : .....

Signature : .....

Date : .....



15 - 16 October  
Fairmont Towers  
Heliopolis, Cairo

Fees : \$ 1350

*Fairmont*  
TOWERS

### Cancellations/Substitutions

If you are unable to attend, a substitute delegate is always welcome at no additional charge. All bookings carry a 50% liability immediately after a fully completed confirmation received. Please note that a written notice of the cancellation must be received via mail or fax 2 weeks prior to the event date in order to obtain the balance of the event fee as a credit to be applied against another OGS conference, summit or training course. All fees are inclusive of an 18% service charge, which is completely non-refundable and non-creditable. Cancellation of any event with less than 3 weeks notice prior to the event date carry a 100% liability; however the delegate will still be entitled to a complete set of course documentation. Payment must be made within 5 working days upon registration and in agreement, OGS will not be able to mitigate its losses for less than 50% of the contract value in case of dispute with the client or cancellation of this contract by any one party. OGS reserves the right to cancel or make any other changes to the content and timing of the events or speakers for reasons beyond its control. If for any reason OGS decide to amend these conferences, summits or training courses, OGS is not responsible for covering airfare, hotel or other costs incurred by registrants. In the event that OGS cancel the event, OGS reserves the right to transfer this booking to another event or to provide a credit of an equivalent amount to another event to be held within the following twelve months.

### Indemnity

Should for any reason outside the control of OGS, the venue or speakers change, or the event be cancelled due to an act of unexpected conditions or industrial action, OGS shall Endeavour to reschedule but the client hereby indemnify and holds OGS harmless from and against any and all costs, damages and expenses, including attorney fees, which are incurred by the client. The construction, validity of this Agreement shall be governed in all respects by the laws of ARE to the exclusive jurisdiction of whose Courts the Parties hereby agree to submit.

Managed By

**OGS**  
OIL & GAS SKILLS



To Register

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