**Introduction**

A plant turnaround or planned shutdown for scheduled maintenance and modification of plant and process unit are the most expensive, complex and difficult to manage maintenance projects in oil, gas and petrochemical industry, typically accounting for about 25% of the maintenance expenditure. It is a scheduled period of non-production where day-to-day operations cease completely and focus shifts to plant modifications, maintenance-related activities, cleaning, inspection and repair. During this time, the plant’s employees and outside contractors, work around the clock to get everything ready for the plant or process unit to resume its regular production and operations.

Speed is critical when it comes to shutdowns because they are extremely expensive in terms of production lost, increased labor and equipment expenses. Turnarounds, therefore, can strongly affect a company’s bottom line. A turnaround that goes badly, lasts for too long, or exceeds its budget could result in the company unexpectedly incurring losses. On the other hand, a turnaround that is executed successfully and stays within its budget and timeline will make a huge contribution to the plant’s economic efficiency and safety.

**This GLOMACS training seminar will feature:**

- Overview of typical turnaround management techniques
- Analysing, compiling and communicating the initial scope and estimates of a turnaround project
- Managing a turnaround project from planning and execution to handover stage using a case study
- Applying the appropriate shutdown planning and best practices to ensure shutdown duration can be reduced to avoid unnecessary work and making a proper schedule
- Developing an effective maintenance plan for shutdowns to ensure shutdown work quality gets improved with minimal chances of rework
- Using appropriate techniques to identify risks and manage them effectively
- Managing available resources (personnel, materials and equipment) for a turnaround project so that reduced cost is possible due to effective usage of resources
- Developing the turnaround management plan, resource plans, budget and work plans in order to achieve improved planning and communication

**Objectives**

By the end of this GLOMACS training seminar, participants will be able to:

- Understand what entails in turnaround management
- Understand the complexities in developing the scope of work and estimates of a turnaround project
- Appreciate the complete metamorphosis of turnaround project from Planning & Execution till Handover phase
- Understand the shutdown planning schedule and the best practices to mitigate rework
- Understand how to develop an effective maintenance plan for shutdowns
- Fully understand how risks are identified and how it is managed
- To understand the processes involved in developing the turnaround management plan, resources plan and budget for the turnaround works for both onshore and offshore

**Training Methodology**

This GLOMACS Turnaround Works for Onshore and Offshore Facilities training seminar is conducted in a classroom. Examples and video clips of past turnaround projects for onshore plants and offshore facilities will be used to aid the learning and understanding of the subject matters. Participants will also take part in group classroom exercises to reinforce their learning experience. Each participant will receive a set of training seminar materials. There will also be pre-seminar as well as post-seminar assessment tests.

**Who Should Attend?**

This GLOMACS training seminar is suitable to a wide range of professionals but will greatly benefit:

- Field Engineers
- Construction Supervisors
- Project Engineers
- Operations Engineers
- Workpack Engineers
- Structural Engineers
- Pipeline Discipline Engineers
- Maintenance Engineers
- Cost Estimating, Project Control and Planning Engineers
- Other Engineers and technicians in the maintenance field who need to update their current Oil and Gas industry experience and wanting to move to offshore Projects
Seminar Outline

DAY 1
Introduction to Turnaround Works for Onshore Plants and Offshore Facilities
• Introduction to the Course
• Pre-course Assessment Test
• Identify and Set the Expectations of the Course Participants
• Learning Objectives of the Course
• Introduction to Shutdowns and Turnarounds
• Shutdown Planning Strategy
• Shutdown Governance and Key Milestones
• Shutdown / Turnaround Problems and Issues
• Management Planning

DAY 2
Preparation of Shutdown/Turnaround Works
• Shutdown / Turnaround Preparation for Maintenance
• Scope of Work Development and Optimisation
• Work Breakdown Structures
• Case Study Work
• Organisation and Roles

DAY 3
Planning Methods for Shutdown/Turnaround Works
• Shutdowns / Turnaround Planning Techniques
• Developing Shutdown and Turnaround Plans
• Turnaround Planning Process
• The Critical Path Planning Method
• “Short Cut” Planning Methods
• Scheduling Multiple Projects

DAY 4
Project Control for Shutdown/Turnaround Works
• Costs, Control and Contractors
• Budgets, Cost Estimating and Control
• Developing Shutdown Budgets
• Progress, Cost Control and Productivity Tracking
• Materials Planning and Control
• Contracting and Tendering Process
• Contractor Management
• Procurement and Materials Management

DAY 5
HSE / QAQC / Execution of Shutdown / Turnaround Projects
• Health, Safety, Environment Management
• Quality Management - QAQC
• Risk Management
• Integrating Risk Management into the Shutdown Plan
• Execution of Turnaround Projects
• Post Turnaround Activities
• Post-course Assessment Test

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REGISTRATION DETAILS

LAST NAME:________________________________________
FIRST NAME:_______________________________________
DESIGNATION:_____________________________________
COMPANY: ________________________________________
ADDRESS: ________________________________________
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CITY:______________________________________________
COUNTRY: ________________________________________
TELEPHONE:______________________________________
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AUTHORISATION DETAILS

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CITY:______________________________________________
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EMAIL:____________________________________________

PAYMENT DETAILS

☐ Please invoice my company
☐ Cheque payable to GLOMACS
☐ Please invoice me

CERTIFICATION

Successful participants will receive GLOMACS’ Certificate of Completion

4 WAYS TO REGISTER

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TERMS AND CONDITIONS

- Fees - Each fee is inclusive of Documentation, Lunch and refreshments served during the entire seminar.
- Mode of Payment - The delegate has the option to pay the course fee directly or request to send an invoice to his/her company/ sponsor. Credit card and cheque payments are both acceptable.
- Cancellation / Substitution - Request for seminar cancellation must be made in writing & received three (3) weeks prior to the seminar date. A US$ 250.00 processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.
- Hotel Accommodation - is not included in the course fee. A reduced corporate rate and a limited number of rooms may be available for attendees wishing to stay at the hotel venue. Requests for hotel reservations should be made at least three (3) weeks prior to the commencement of the seminar. All hotel accommodation is strictly subject to availability and terms and conditions imposed by the hotel will apply.
- Attendance Certificate - a certificate of attendance will only be awarded to those delegates who successfully completed/ attended the entire seminar including the awarding of applicable Continuing Professional Education Units/Hours.
- Force Majeure – any circumstances beyond the control of the Company may necessitate postponement, change of seminar venue or substitution of assigned Instructor. The Company reserves the right to exercise this clause and implement such amendments.
- Fair Access / Equal Opportunities – In the provision of its services as a world-class Training Provider, the Company is committed to provide fair access / equal opportunities throughout the delivery of its courses and assessment leading to the completion of training seminars, or 3rd party qualifications/certifications.

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Turnaround Works for Onshore & Offshore Facilities

GLOMACS
Training & Consultancy

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