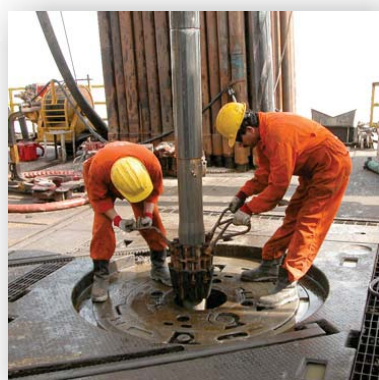




# OPERATION & MAINTENANCE FOR OIL & GAS INDUSTRY



## OUR SERVICES

Process Mapping

Manpower Needs Evaluation

Operation Excellence

Maintenance Excellence

Safety Audit

Quality Procedures Assessment

Technical Documentation

SAGA will operate and maintain client facilities in a cost-effective manner as per international norms and standards.

## PROCESS MAPPING AND ENUNCIATION OF ORGANIZATIONAL AND OPERATING PROCEDURES

- Process mapping and enunciation of organizational and operating procedures
- Undertake an exhaustive 'walk-through' on a basis across lateral and vertical activity planes of the organization.
- Establish activity linkages across all functions
- Capture activity wise 'as-in-use' process parameters
- Create 'all-inclusive' organizational activity charts and process-maps
- Diagnose and analyse the current activity charts and process maps
- Eliminate waste and non-value added activities and processes
- Re-enunciate process norms and standards
- Recommend 'optimum process parameters and operating procedures' with the combination of lowest cost, quickest time and highest quality / output norms



## MANPOWER NEEDS EVALUATION, SELECTION AND SUPPLY



- Undertake study of organizational skills and competencies' availability vis-à-vis needs
- Assess staff and labour pool strengths and evaluate job descriptions
- Redefine and reorganize job contents and work procedures leading to realignment of the organization chart to the business goals
- Supplement any shortfalls in skills, competencies or head count inventories from SAGA resource pool
- Establish skill and competency enhancement procedures and systems
- Put in place, ongoing training and development programs, aligned with business needs

## OPERATIONS EXCELLENCE

- Process mapping and enunciation of organizational and operating procedures
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## MAINTENANCE EXCELLENCE



- Undertake 'as-is' condition assessment of plant and machinery and overall facility
- Diagnose and devise optimum maintenance policies and procedures with least downtime, reduced costs and enhanced output quality parameters
- Establish spares' identification and stocking strategy
- Formulate preventive and routine maintenance plans and manpower training procedures
- Create an interactive electronic databank





## SAFETY AUDIT AND PROCEDURES RECOMMENDATION

- Evaluate the safety risks to plant and machinery, manpower and environment, emerging from current practices and procedures.
- Enunciate the measurable indicators for evaluating compliance with safety norms in conjunction with job descriptions and operating procedures
- Establish time-bound 'safety-risk' assessment procedures
- Draft a 'safety-policy' for the organization



## QUALITY PROCEDURES ASSESSMENT, AUDIT AND REDEFINITION

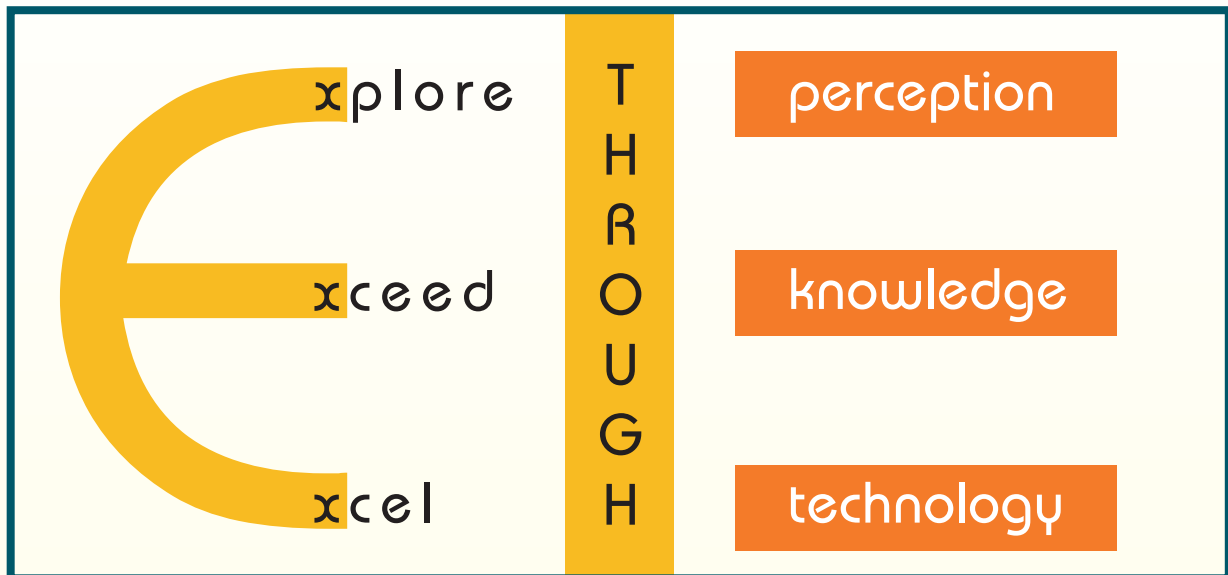


- Evaluate the existing quality assurance procedures and systems
- Redefine the procedures to cover the three dimensions of time, cost and quality of deliverables across all processes

## TECHNICAL DOCUMENTATION AND TRAINING

- Compile and update plant start-up and O & M manuals, commissioning and operating procedures, quality and safety documentation, flowsheets, P & I diagrams, promotional literature, et al.
- Establish technical personnel training procedures





## Project to Mention

- ◆ O & M Team for BSR Refinery, Vietnam
- ◆ Deputation of Specialist Manpower in Oman
- ◆ TAM Management for KRPC (NNPC) Refinery, Nigeria
- ◆ Updation of O&M Manuals for PHRC (NNPC) Refinery, Nigeria
- ◆ Process Mapping for storage of finished petroleum products at Tema, Ghana.
- ◆ Development of Commissioning Manuals for Kashagan Field Development
- ◆ Commissioning team for IRP Project, Abu Dhabi
- ◆ Operating Procedures for Ghana Air Force Base (near Kotoko International Airport)
- ◆ Operating Procedures for storage of finished petroleum products at Calabar, Nigeria
- ◆ Manpower Need Assessment for Petroleum Terminal at Accra, Ghana
- ◆ “Operational Excellence” Initiatives at Indian Oil Tanking, India
- ◆ “Maintenance Excellence” Initiatives at Indian Oil Tanking, India
- ◆ Deputation of Operations/ Maintenance Staff for United Nations Mission in the Republic of South Sudan
- ◆ Deputation of Engineering Staff for United Nations Stabilization Mission in Haiti
- ◆ Deputation of Manpower for United Nations Multidimensional Integrated Stabilization Mission in the CAR
- ◆ Operating Bitumen drum filling facilities for filling bitumen (grades VG:10 & VG:30) into drums
- ◆ Training for Staff in Middle East (Oman, Abu Dhabi, Kuwait)
- ◆ Training of Staff on 'Terminal Operations' at various Liquid Terminals and LPG Plants
- ◆ Technical, Loss Control and Safety Audits for Liquid Terminals/ LPG Plants (Numerous Locations)
- ◆ Health Assessment of Oil & Gas Assets (Numerous locations)



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