



Accelerate to Excellence

AUSTRALIA AFRICA ENERGY AND MINERALS INSTITUTE (AAEMI)

TRAINING & CONSULTING COURSE BROCHURE



Delivering world leading Mineral and Energy capacity training to accelerate careers.

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“

AAEMI courses are comprehensive, engaging, easy to follow and interactive. You can see the trainers are well experienced and they give industry specific cases and examples. I feel like I can add more value to what I do every day and to the overall performance of my organisation.”

JAMES CHAIRO, NDOVU RESOURCES,
REGIONAL MANAGER

DELIVERING WORLD LEADING MINERAL AND ENERGY CAPACITY TRAINING TO ACCELERATE CAREERS.

AAEMI delivers industry specific courses all over the world. We bring a wealth of experience to emerging energy, oil and gas markets. Our value-based courses guarantee measurable success for all our clients.



About us

Australia Africa Energy and Mineral Institute (AAEMI) is part of Accelerate to Excellence (A2E), a key resource industry specialist founded in 2007. Our hands-on commitment to excellence builds successful business partnerships to deliver measurable benefits. We have over 20 operationally focused, flexible and passionate people. We have delivered training for hundreds of clients, ranging from multi-national operators, service companies, energy ministries, regulatory authorities and government agencies.

Course benefits

We offer value-based training with a singular focus on the success of our clients. We facilitate interactive and customised in-house courses. Our courses pay for themselves and deliver a ROI that is competitive and serves as the starting point for success for both organisations and their employees.

Our courses

AAEMI offers courses in the following categories:

- Introductory Programmes in Finance, Accounting, OHS and Audit
- Economics, Risk and Project Management
- Petroleum Engineering and Exploration
- Drilling Engineering & Certification
- Mineral Exploration



“

Our goal is to guarantee high quality, interactive and entertaining training.”

STEPHEN KURIA, AAEMI, MANAGING DIRECTOR

OUR TEAM

Our success and distinguished reputation is due to our high level of expertise and sector knowledge. Our trainers undertake thorough research to develop customised courses, deliver the correct content and relevance for our clients. Our trainers are in most cases multi-lingual and well-versed in practices in the industry across all continents.



PETER GRANT



ADAM BICK



MARIA ISABEL



STEPHEN KURIA



MOHAMMED

“

I was relatively new to the industry, I gained so much knowledge and perspective. Our course leader was experienced, easy to approach and I completed my course knowing that I would only grow from there.”

MARIA AVALOS, AAEMI



To find out more about our trainers please visit: www.a2e.com.au/training/aaemi

OUR TRAINING METHODOLOGY

We use the best training methodologies to make our course creative, interactive and relevant to the industry. We have also competency based training where we train and work with the participants in the field we go beyond and above training; we measure the progress of our participants in the field and in their workplace to ensure that the key objectives have been met.

At AAEMI we capitalise on the passion, expertise and reputation of our trainers to deliver outstanding courses. Our trainers and team of researchers stay abreast of any new information and tools to deliver courses that are practical to embed and convert the key learnings of any of our courses into every day practices, processes and procedures.

INTRODUCTORY COURSES

Introduction to Exploration and Production to New Engineers & Non-Technical Staff

This course will enable participants to understand the main phases of exploration and production industry. They will obtain the commercial and technical knowledge to understand exploration and drilling.

Expected learning:

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

- Introduction to exploration and drilling
- Formation evaluation and logging techniques
- Reservoir, drilling and production engineering

Target audience:

- New employees or employees new to this industry
- Non-technical personnel
- Industry stakeholders



AAEMI trainers bring a depth of experience and wealth of knowledge in the industry we serve.”

**DARREN YONG,
OPERATION MANAGER BG &
SHELL AUSTRALIA.**

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training

Certificate

Drilling Essentials for New Engineers & Non-Technical Staff in Mineral, Energy, Oil & Gas Industry

This course is designed for professionals/individuals who will be working directly or indirectly with oil and gas companies. The course will give participants a complete understanding of the drilling processes of Geothermal, oil and gas wells.

Expected learning:

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

- Well Construction Overview
- Well Design Overview
- Casting & Directional drilling
- Geodetic Coordinates, drilling fluids and well control
- Well Execution and Real time operations

Target audience:

- Engineers & advanced drillers
- All personnel with drilling responsibilities
- Specialists in all disciplines who have to interpret and work with drilling information
- Well Controllers



AAEMI trainers ask the right questions to bring practical solutions and the latest business intelligence to tackle any organisation's critical issues."

**STEPHEN FIELDING,
SUPERINTENDANT BHP BILLITON**

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi



Length of course:
3 days



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training

Certificate

Introduction to Accounting for the Mineral, Energy, Oil & Gas Industry Level 1

This is an introductory course of accounting issues specific to the oil and gas industry. We provide theoretical knowledge and practical learning.

Expected learning:

- Accounting for revenue and debtors
- Accounting for exploration expenditure
- Classification of non-current assets
- Accounting for decommissioning costs
- Cost control methods
- Understanding financial reporting

Target audience:

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.

- Senior Accountants
- Junior Accountants
- Accounting Assistants
- Senior Accounts Payable Personnel
- New Accountants to the Resources Industry
- Accountants and any other Accounting Department staff requiring an introduction level of accounting knowledge



I was impressed with the course. The trainers combined industrial knowledge with multimedia to deliver a superb training."

**MARCO CASCARILLA, EAST TIMOR,
OIL AND GAS REGULATOR**

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training



CPD Accreditation

\$ FINANCE, ACCOUNTING & AUDIT COURSES

Intermediate accounting for the Mineral, Energy, Oil and Gas Industry Level 2

This course provides an intermediate level of accounting issues, specific to the mineral, energy, oil and gas industry. By providing theoretical knowledge and practical learning.

Expected learning:

This course increases your knowledge and understanding in more than four areas:

- IAS extractive industries standard and international standard development
- Accounting for sales revenue
- Production sharing accounting
- Accounting for Joint arrangement
- Financial accounting for exploration cost
- Determination of reserves estimates
- Classification of assets
- Depreciations, depletion and amortisation
- Impairment and ceiling tests
- Accounting for decommissioning

Target audience:

- Chief Financial Officers
- Financial Controllers
- Company Secretaries
- Audit Partners and Managers
- Senior Accountant
- Graduate of the level one course
- Accountants



I had joined the oil and gas industry and AAEMI helped me to see my challenge as a great opportunity.”

MICHAEL ANDREWS, BRITISH GAS, PRODUCTION MANAGER

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training



CPD Accreditation

\$ FINANCE, ACCOUNTING & AUDIT COURSES

Advanced accounting for the Mineral, Energy, Oil and Gas Industry Level 3

This course provides an advanced understanding of technical accounting issues specific to the oil and gas industry. By providing theoretical knowledge and practical learning this seminar aims to clearly explain the various issues faced by accountants within the oil and gas industry.

Expected learning:

- Financial reporting update including an update on the status of the IFRS extractive industries standard
- IAS 21: Functional currency
- IFRS 10: Consolidated financial statements



Course locations:
Worldwide



Book this course online:
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CPD Accreditation

- IFRS 11: Joint arrangements and advanced financing and reporting requirements
- IFRS 7: Financial instruments - disclosures
- IAS 33: Earnings per share
- IAS 12: Income taxes
- IAS 32 & 39: Financial instruments
- A practical guide to understanding capital operating costs for producing resource companies
- IFRS 8: Operating segments
- IAS 17: Leases
- Practical example of managing an oil and gas company from exploration, through development and then as a production company

Target audience:

- This is an advanced level programme designed for accounting and financial management personnel who want to enhance their analytic and presentation skills

- To be able to participate effectively, you should have already attended our two lower-level companion courses – accounting for the Energy, Oil and Gas industry – Levels 1 and 2 – or be able to demonstrate a suitable combination of relevant experience and subject knowledge
- Chief Financial Officers
- Financial Controllers
- Company Secretaries
- Audit Partners and Managers
- Senior Accountants
- Graduates of the Level 2 course
- Accountants and any other Accounting Department staff requiring an intermediate level of accounting knowledge



Thanks to the knowledge shared I will certainly be a better professional, not only technically but now as an enthusiastic employee.”

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi

Mineral, Energy, Oil & Gas Economics and Risk Management

This training program provides the case work to understand project justification required for project justification, investment appraisal and decision-making in the oil and gas industry. We consider this at all levels of the oil and gas life cycle:

- Exploration – considering drilling costs or geological geophysical works
- Appraisal costs
- Assessing the commercial viability and technical feasibility of a development
- Value in use or fair value assessments of producing assets
- Merger and acquisition targets
- By providing theoretical knowledge and practical learning this program aims to clearly explain the various issues faced by accounting and finance professional within the oil and gas industry.



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training



CPD Accreditation

Expected learning:

- Understand the geological, geophysical and drilling works required at each stage of the oil and gas life cycle
- How to value greenfield exploration drilling well costs to obtain financial approval
- 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
- Valuation models for producing assets or acquisition targets
- How to assess potential exploration acreage acquisitions and consider risk implications alternative projects

Target audience:

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

- Commercial Managers
- Chief Financial Officers
- Financial Controllers
- Company Secretaries
- Corporate Risk Managers
- Audit Partners and Managers
- Senior Accountants
- Commercial Analysts
- Government and advisory executives
- Service/supplier company personnel



Ice breaker videos were funny and allowed me to relax and absorb information.”

JAMES MULONGO, BARRICK GOLD, TANZANIA

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi

Essential project management skills in Mineral, Energy, Oil & Gas

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.

Expected learning:

- 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

Target audience:

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 trainer breaks through training barriers with their agile approach and knowledge.”

SANDY SELBY, QGC, DRILLING ENGINEER

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training



CPD Accreditation



I really enjoyed the training, this is what I have been missing for a long time. Real knowledge in contracts and strategy.”

DAUDI ROMERO, EAST TIMOR,
ENERGY REGULATOR



CONTRACTS, PURCHASING & NEGOTIATION COURSES

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.

Expected learning:

- 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

Target audience:

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



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training



CPD Accreditation



Great course, learn a lot from concepts.”

ERIK VANGUARD, BHP OIL & GAS, CONTRACT ENGINEER

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi

Drilling Engineering

In this course, the participants will be exposed to the terminology, concepts, processes, and equipment used to drill oil and gas wells. The planning process followed by drilling engineers will be covered to the extent that participants will understand the process and be able to initiate a well plan and well design. Non-complex calculations and basic problems will be included so that participants will see how this is done by the drilling engineer.

This course will serve to introduce the entry level drilling engineer to the industry. Upon completion of the course, participants should be able to identify rig components, make simple rig sizing calculations, as well as describe basic

drilling fluids, drillbit selection concepts, directional drilling plans, and tools used in the drilling technology. Additionally, some cost estimating processes, fundamentals of well control, drilling tool selection, and the important standards used in the drilling industry will be covered.

Expected learning:

- The Well Construction Process
- Drilling Fundamentals
- Preliminary Well Design
- Programming and Drilling
- Evaluating and Completing

Participants will learn how to evaluate and complete a well. The common types of well evaluation methods will be covered, along with different formation properties obtained from logs, LWD, and Geo-steering. Perforating techniques, different types of well completions, and well completion schematics will be discussed. The course will end with participants learning about the main components of a completion string, basic descriptions of intelligent completions, as well as well suspension and well abandonment techniques.



Course locations:
Worldwide



Book this course online:
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Certificate

Target audience:

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

- Energy Manager
- CEO
- Production Engineers
- Engineering
- Accountants



Exciting course, learning is life. Great planning and schematics. Ideal.”

DR LANGAT, KENYA

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi

Fundamentals of Petroleum Geomechanics

This course covers the fundamentals of geomechanics for wellbore applications. Participants will learn about the origin of stresses in the subsurface and how in situ stresses can be inferred from wellbore data, mechanical properties such as rock strength, and the origins of pore pressure and how it is measured and estimated. Case study examples on wellbore stability sand production and hydraulic fracturing will be used extensively in the course. The course also briefly introduces reservoir geomechanics, indicating the geomechanical influence of pressure changes in the reservoir.



Course locations:
Worldwide



Book this course online:
www.a2e.com.au/training

Certificate

Expected Learning

- Fundamentals and experimental rock mechanics
- Stress, Pore pressure and the Mechanical Earth Model
- Wellbore geomechanics and wellbore stability
- Applications

Participants will be introduced to planning for wellbore stability and real time operations, sand production and management, causes of sand failure, experimental evidence, an introduction to screenless completion design for sand prevention, hydraulic fracturing, process of hydraulic fracturing, geomechanical factors effecting fracture development and simple calculations, reservoir behaviour.

Target audience:

Aimed at professional oil and gas company personnel at levels and disciplines including those involved in:

- Engineers
- Geomechanics engineers
- Wellbore engineers
- Production engineers
- Managers

Case study practical

- In day 5, participants will have an opportunity to put into practice the geomechanics learnt during the week to design a wellbore stability plan for a proposed high angle well.



I now have a great understanding geomechanics and how I can apply to my organisation.”

ROB WHEELER, BAKER HUGHES, INTEGRITY ENGINEER

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi

Project Management Fundamentals

If you are new to project management this program provides an introduction to the discipline and what is required to manage projects from a project team member's perspective. Using a supporting case study the program will introduce the nine project management knowledge areas and the project life cycle. Participants will relate these processes to their own workplace experiences.

Applied Project Management

This program is a broad and deep exploration of the ten project management knowledge areas and covers essential tools and techniques that address all of the project life cycle, including dealing with risks, issues and changes. It will explain the work breakdown structure that enables the schedule, budget and human resources to be identified and tracked throughout the project.

The Project Manager

Aligned directly to the Diploma of Project Management, this program extends the learning from the Applied Project Management program to dimensions of governance, cost control, variations and the performance of people on the project.

Lean

A Lean organisation replaces transactional leadership with transformational leadership. Lean systems improve process flow, eliminate waste, reduce delays and improve productivity. Effective implementation of the Lean concepts can help your organisation achieve just-in-time delivery and shorten lead times.

Yellow Belt – Six Sigma

The Yellow Belt program is the first stage on your Six Sigma journey. Participants explore the well regarded DMAIC (Define, Measure, Analyse, Improve and Control) philosophy, and the essentials of continuous improvement.

Lean Six Sigma Green Belt

This program takes away the confusion of choosing, between conflicting approaches by covering all the core business improvement methodologies. It provides, amongst others, the fundamentals of Lean, Six Sigma and business process management. It is equivalent to achieving Lean/Six Sigma Green Belt, with the added key focus on which tool or methodology to apply to which business problem.

Process Mapping for Improvement

Process mapping is a powerful way of organising and managing work activities to create value for your customers and other interested parties. The process approach introduces horizontal management, crossing the barriers between different functional units and unifying their focus to the main goals of the organisation, thus helping you better understand, simplify and improve your business activities.

Business Process Management

As the business environment becomes tighter and demands on the organisation increase, business improvement helps us to deliver more from the assets we currently have. This program helps business improvement leaders determine which methodologies to apply to their business and how to launch, champion and manage a business improvement program.

Risk Management

If you haven't assessed the risk – *you are taking it!* Risk management is essential for good management practice. This practical guide to risk management will provide managers with effective skills and tools to enable them to identify, analyse, evaluate and manage risks.

Getting Up to Speed on Harmonised OHS Laws

Harmonisation of Occupational Health and Safety (OHS) laws in Australia is a major reform that will result in significant change to the regulation of workplace safety in Australia by creating new and increased duties and potentially affect organisations and parties not previously covered. The reforms will have implications for all organisations that will be subject to new obligations under the new laws.

Implementing Safety Risk Management

Having an approach to risk management is never enough. Implementing the strategy and embedding it in the day-to-day activities of all staff is key to reducing the hazards and engaging employees.

Shaping your Organisational WHS Culture

This program is designed to provide an introduction to the process of shaping the culture of an organisation as a critical part of ensuring excellent Work Health and Safety (WHS) performance and the ongoing viability of your business. Every manager wants to develop the "right" WHS culture for their business but many struggle to describe what that culture would actually look like.

WHS for Managers, Supervisors and Team Leaders

People are becoming aware of their responsibility as managers for the safety and health of their staff or people who may be contracted into their workplace. Each manager now is required to not only identify the OHS/WHS issues relating to their workplace, but also understand the legislation that pertains to their organisation and the implications if this is not adhered to.

Work Health and Safety (WHS) Auditing Training

OHS/WHS audits have become an essential process management and learning tool for organisations. This program provides the skills and methodologies to ensure your audits are reliable and valid. Participants will explore the audit process from inception to the reporting and communication of audit findings.

Workplace Safety

Promoting a safer working environment is not just a consideration – it is a required reality in today's workplace. In this program participants will gain an understanding of the principles and practices that support an effective occupational health and safety system and identify safety issues that need to be addressed in their workplace.



Great for improving the WHS performance and quality management by meeting requirements to achieve safety goals."

**JON SUMBEIWO, WOODSIDE,
CONTRACT ENGINEER**

Full details of the course content is available on our website: www.a2e.com.au/training/aaemi

IN-HOUSE COURSES

Building capacity with tailored content.

With the current business environment, organisations need to remain competitive. Organisations can only gain this competitive advantage by building capacity and capabilities through their employees. Tailored in-house course is one option of offering a cost-effective training.

Business benefits include:

- Course content is specific to your industry and the company's internal policies
- We will speak your language and be able to engage at your level
- Better internal networking and collaboration
- Stakeholder engagement begins between AAEMI and the clients
- We will understand your business
- We will conduct skill gap assessment and precisely identify your needs
- We will work with you to close the gaps



EXPERIENCE COUNTS



www.a2e.com.au/training

Australia +61 421 800 071
Kenya +254 725 707 557



“

The training has helped me to advance in my career. I have been able to contribute immensely to the organisation bottom-line.”

IAN DUNICAN, RIO TINTO, GLOBAL MANAGER



Accelerate to Excellence

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TRAINING & CONSULTING COURSE BROCHURE



AUSTRALIA

P.O.Box 8049

Cloisters Squares

PERTH, WA 6850 Australia

Phone: +61 421 800 071



EAST AFRICA

Suite A8, Saatchi Plaza

Arwings Kodhek Road

Off Nairobi, Kenya

Phone: +254 725 707 557



Website: www.a2e.com.au/training

Email: aaemitrainings@a2e.com.au