COURSE OVERVIEW OE0040
Oil & Gas Marine Terminals
Operation, Management & Safety

Course Title
Oil & Gas Marine Terminals: *Operation, Management & Safety*

Course Reference
OE0040

Course Duration/Credits
Five days/3.0 CEUs/30 PDHs

Course Date/Venue

Session(s)	Date	Venue
1	May 11-15, 2025	Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE
2	Jule 07-11, 2025	Glasshouse Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE
3	September 07-11, 2025	Glasshouse Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE
4	November 24-28, 2025	Fujairah Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

Course Description

This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using "MS Excel" applications.

This course is essential for marine terminal personnel. All applicable marine terminal regulations (current & proposed) and policies pertaining to marine transfer operations and spill contingency planning will be discussed. Attendants will receive a solid foundation of the requirements for oil & hazardous material facilities and transfer operations.

The course will concentrate on Oil & Gas Marine Terminals and will cover all Operational and Managerial requirements for Oil/Gas marine terminals from the Human Factor up to the Vessel/Tanker operations within the oil/gas industry. This will cover the On-shore/Off-shore Terminals, Hydrocarbon properties & Handling, Regulations & Requirements, Terminal Planning, Vessel Operations, Terminal Management & Operations, Security & Safety and other essential topics related to Export/Import Oil & Gas.

The topics presented during this training course will provide companies with the information necessary to meet current and proposed compliance requirements more economically while maintaining the highest level of safety.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Optimize the operations of oil and gas marine terminals
- Apply an in-depth knowledge on operations and management of oil and gas marine terminals
- Implement the international regulations and requirements for the oil and gas marine terminals and acknowledge the importance of the human factor in the operation and management of the marine terminal
- Employ proper planning techniques in stowage and transfer systems and command the various planning and transfer requirements for oil and gas marine terminal
- Discuss the different vessel operations in the oil and gas marine terminal such as oil tankers (crude & product) and gas carriers (LNG / LPG)
- Gain a good terminal management skill and employ the various terminal support operations such as berthing support, cargo transfer support, emergency response and vessel departure support
- Apply proven safe practices and procedures during the various operations in oil and gas terminals and manage oil spill contingency and emergency response plans
- Employ proper qualitative and quantitative risk assessment techniques in oil and gas marine terminal operations

Exclusive Smart Training Kit - H-STK®

*Participants of this course will receive the exclusive "Haward Smart Training Kit" (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

This course covers the systematic techniques of optimizing oil and gas marine terminals for marine terminal managers, superintendents, supervisors, engineers, port captains, custody superintendents, facility managers, facility training coordinators, safety & environmental managers/engineers/officers, spill management team members, transfer supervisors, marine shipping coordinators and dock maintenance planners.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations: -

- British Accreditation Council (BAC)

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

- The International Accreditors for Continuing Education and Training (IACET - USA)

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Mr. Luis Manuel is a **Senior Offshore & Inspection Engineer** with over **35 years** of extensive and practical experience within the **Oil**, **Gas**, **Petrochemical** and **Petroleum** industries. His expertise includes **Oil & Gas Marine Terminals**, **Vessel Hull & Machinery Survey**, Oil & Gas Fields **Terminal** Operations, **Seamanship**, **Shipping** Overview, **Marine Fire Fighting** Equipment, **Hull Damage** Control, **Vessel Rescue**, **Life Saving**, **Safety Process**, **Offshore Marine** Operation Management, **Offshore** Survey, Oil & Gas Terminals Loading & Discharging, Performance Monitoring of Offshore Structures, **Offshore** Pipeline Global Buckling, **Offshore** Modular Units, **Offshore** Structure Design & Construction, **Offshore** Project Management, **Tanker Vetting** for Terminals, **Loading Master** Certification for Oil & Gas Terminals, **Port Terminals** Crisis Management & Major Emergency Response. Further he is also well versed in **ASME Post Construction Code**, **Inspection Planning**, **Fitness-for-Service** (**FFS**) (**API 579**), **Design**, **Inspection**, **Repair**, **Maintenance**, **Alteration** and **Reconstruction** of **Steel Storage Tanks** (**API-653**), **Positive Material Identification** (**API RP 578**), **Pressure Equipments** and **Pressure Vessels** (**ASME VIII & API-510**); **Tanker & Marine Terminals**, **Offshore Rig Inspection**, **Pipelines** & **Piping** Design, Inspection & Maintenance (**ASME B31**, **API 579** & **API 580**), **Pipelines & Manifolds System**, **Offshore Structure** Engineering, Single Buoy Mooring (**SBM**), **Underwater Inspection by ROV**, **Subsea Pipeline Engineering**, Integrity Assessment, Forensic Analysis, Structural Analysis, Design & Engineering, Naval Architecture, Regulatory Compliance Inspections, **Stress & Fatigue Analysis** using **SACS**, **StruCad**, **Caesar II** and **Finite Element Analysis** simulators. He was the **Technical Advisor** and **Engineering Manager** of a leading international engineering firm where he led all Inspections, Structural Engineering and Pipeline Projects for **Total-ELF**, **Shell** and **Mobil**.

During his career life, Mr. Manuel has gained his thorough practical experience in **multiple engineering disciplines** that includes pipeline/piping inspection and engineering, naval engineering, container cargo lashing, aerospace engineering and offshore structural engineering (oil and gas exploration platforms) through several challenging positions such as the **Senior Pipelines Engineer**, **Senior Piping Engineer**, **Senior & Lead Structural Engineer**, **Staff Engineer**, **Offshore Project Manager**, **Naval Architect** and **Applications Engineer** for various international companies including **Chevron**, **ExxonMobil**, **Addax Petroleum**, **ZAGOC**, **NASSCO**, DWC, Point Engineering, **US ARMY**, W.S. & Atkins, Atlas Engineering, **Heerema Offshore**, Casbarian Engineering Associates (CEA), Textron Marine, Ingalls Shipbuilding and Peck & Hale. Further, he has been heavily involved in the development of fabrication and erection drawings for offshore structures including installation and rigging as well as in the instruction materials as authorized by EDI (**Engineering Dynamic Incorporated**) for the training of engineers on the Structural Analysis Computer System (**SACS**) software.

Mr. Manuel has a **Bachelor's** degree in **Structural & Marine Engineering** from the **State University of New York**. Further, he is a **Certified Internal Verifier/Trainer/Assessor** by the **Institute of Leadership & Management** (**ILM**), a **Certified Instructor/Trainer** and the **author** of the book "**Offshore Platforms Design**" and the "**SACS Software Training Module**".

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

US$ 8,000 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0830	***PRE-TEST***
0830 – 0930	***The Onshore/Offshore Oil & Gas Marine Terminal*** *Introduction of Director & Course Participants – Alignment of Expectations ● Introduction to the Course with Outline of Course Objectives (Pre-Reads) ● Definitions to be Used in the Course & in Line with Terminal Practice (Pre-Reads) ● Basic Properties of Hydrocarbons & Types of Cargoes – Why the Terminal? ● Historical Developments*
0930 – 0945	*Break*
0945 – 1200	***Oil & Gas Marine Terminal: Regulations & Requirements*** *Regulations for Terminals & for Vessels while at Terminals (International, National, Local Port, Terminal)*
1200 – 1215	*Break*
1215 – 1330	***Oil & Gas Marine Terminal: Regulations & Requirements (cont'd)*** *Major Terminal Management Concerns (Fire, Weather, Pollution, Ship Stability & Integrity, Communications, Documentation, Adequacy of Emergency Response Plans, Adequately Trained Terminal & Vessel Personnel)*
1330 – 1420	***Oil & Gas Marine Terminal – The Human Factor*** *The Human Factor in Terminal Operations*
1420 – 1430	***Recap***
1430	*Lunch & End of Day One*

Day 2

0730 – 0930	***Oil Terminal Planning-Stowage & Transfer Systems*** *Terminal Planning Factors–Onshore & Offshore*
0930 – 0945	*Break*
0945 – 1100	***Gas Terminal Planning-Stowage & Transfer Systems*** *Terminal Planning Factors–Onshore & Offshore*
1100 – 1230	***General Terminal Planning & Transfer Requirements*** *Terminal Planning Factors*
1230 – 1245	*Break*
1245 – 1420	***General Terminal Planning & Transfer Requirements (cont'd)*** *Terminal Planning Factors (cont'd)*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Two*

Day 3

0730 – 0930	***Vessel Operations (Oil Tankers – Crude & Product)*** *Planning Oil Tanker Stowage & Cargo Transfer Handling ● Vessel Stability & Structural Integrity Considerations ● Loading ● Discharging ● Ballasting ● Tank Cleaning*
0930 – 0945	*Break*
0945 – 1100	***Vessel Operations (Gas Carriers – LNG/LPG)*** *Planning Gas Carrier Stowage & Cargo Transfer Handling ● Vessel Stability & Structural Integrity Considerations ● Loading ● Discharging ● Ballasting ● Re-Liquefaction ● Cool Down*
1100 – 1230	***Vessel Operations (Special Topics)*** *The Use of Inert Gas Systems ● The Use of Crude Oil Washing & Tank Cleaning ● Ballasting Systems for Tankers & Gas Carriers*
1230 – 1245	*Break*
1245 – 1420	***Vessel Operations (Special Topics) (cont'd)*** *Consideration of Pumping Rates & Charter Parties ● Documentation Requirements*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Three*

Day 4

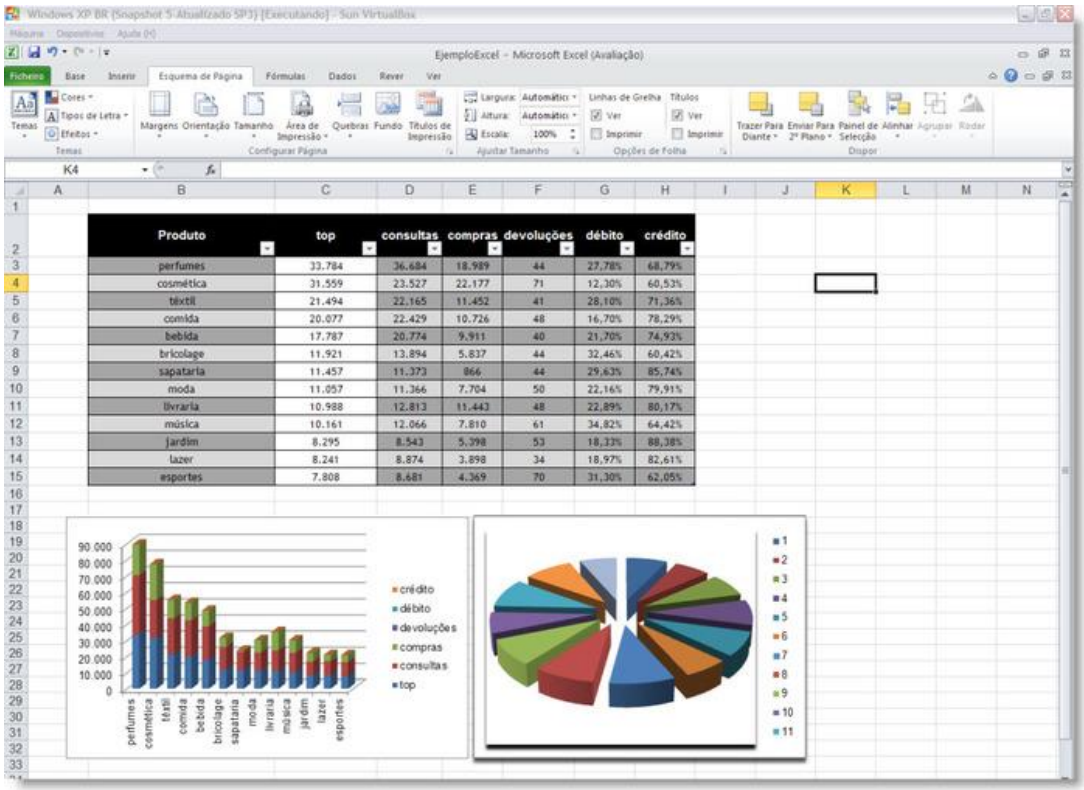
0730 – 0930	***Terminal Management & Support Operations*** *Management & Supervision ● Terminal Support Operations*
0930 – 0945	*Break*
0945 – 1100	***Terminal Management & Support Operations (cont'd)*** *Safety & Security in the Marine Terminal ● Maintenance & Repair*
1100 – 1200	***Safe Operations in Oil & Gas Terminals*** *Safety & Safety Culture ● Weather Considerations ● Hazardous Cargoes*
1200 – 1215	*Break*
1215 – 1420	***Safe Operations in Oil & Gas Terminals (cont'd)*** *Topping Off Considerations & Procedures ●Fire Prevention & Containment ● Fire Fighting Systems & Procedures*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Four*

Day 5

0730 – 0900	***Oil Spill Contingency & Emergency Response Plans***
0900 – 0915	*Break*
0915 – 1045	***Qualitative & Quantitative Risk Assessments***
1045 – 1200	***Workshop: Port Charges in the Arabian Gulf States***
1200 – 1215	*Break*
1215 – 1345	***Open Forum***
1345 – 1400	***Course Conclusion***
1400 – 1415	***POST-TEST***
1415 – 1430	*Presentation of Course Certificates*
1430	*Lunch & End of Course*

Simulators (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using our "MS Excel" application.



MS Excel

Course Coordinator

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