



PROJECT TEAM

Certified EPCP® Training Seminar

Advanced Project Management for EPC

Engineering – Procurement – Construction

Venue: Kuala Lumpur

Date: 23 - 25 January 2018

Our offer: 3.500 RM + 6% GST (695,-- EUR/ 1115,-- SGD net)

A training performed by PMA Project Management Academy Malaysia/ Singapore
Registered Education Provider by PMI® - Gain 24 PDU's

PMA

Project Management Academy
Sdn Bhd (PMA), Malaysia

bridgit

PMA

Project Management Academy
Pte Ltd, Singapore

Participants learn how to manage projects for industrial plants, such as

- ✓ power plants
- ✓ refineries
- ✓ oil and gas and the
- ✓ chemical industry

A training based on the „Project Management Handbook for EPC“ and the PMBoK® by PMI®.

www.project-team.org

EPCP – EPC Professional® is a certification program developed by ProjectTeam® for project management professionals in the EPC industry.

The curriculum is based on the PMP® certification by PMI®. Expand your capabilities to the needs of the industry in plant engineering, procurement and construction, and register for the full program to become a certified EPCP®!

info@project-team.org

Training Overview

The program "Advanced Project Management for EPC" is targeting project managers, project leaders, engineers and construction managers who are working on EPC (Engineering, Procurement and Construction) projects for industrial plants, such as power plants, refineries, oil and gas and the chemical industry. The content of the training is based on the "Project Management Handbook for EPC" published by ProjectTeam®. As this is an advanced project management training, some basic knowledge of project management (PMI®, PMBoK) will be helpful to fully benefit from this training.

This seminar is a part of the EPCP® Certification Program and serves as an entry level training for project managers who consider going for the EPCP® Certification Program. Although this program is not mandatory as a pre-qualification to obtain the EPCP® certificate, it provides a comprehensive overview of the project management processes that are part of the full program.

Participant's Benefit

- ✓ Presentations based on the content of the „PM Handbook for EPC“
- ✓ Get the „tool box“ for direct application in your own projects
- ✓ Exercises to learn how to apply the „tool box“
- ✓ Small seminar groups for interactive learning success
- ✓ Meet and exchange experiences with other managers of the EPC industry
- ✓ Certificate acknowledged for the EPCP® Certification

Learning Outcome

In this seminar participants will learn:

- ✓ To understand the context of project management in standards like PMI® (PMBoK) and to apply them to engineering/ procurement/ construction (EPC) projects for industrial plants
- ✓ To establish a project plan considering all aspects relevant for EPC projects
- ✓ To set-up a project organization for large EPC projects
- ✓ To manage scope and contract and to defend your claims
- ✓ To plan and control costs, cashflow, schedule and risks
- ✓ To understand the role of Quality and HSE (Health, Safety and Environment) Management in Construction
- ✓ To control your project pro-actively using reporting tools, KPI's and trends
- ✓ To understand the engineering, procurement and construction processes and tools and their interaction in project management

„Great opportunity to exchange experience and work on exercises with peers from the industry“

„Finally! This is the book I have been looking for since years!

„No academic studies, but practical tools that I can directly apply to my project!“

Your trainer

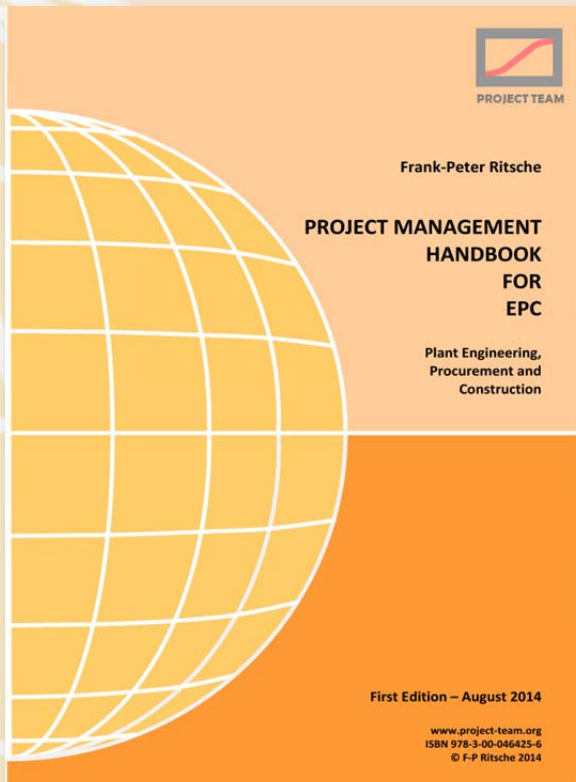
Marco de Boij (Engineering and Project Director)

Marco has a BSc Chemical Engineering (Netherlands) and a Master of Business Administration (US). He has more than 20 years of experience in a variety of major projects in the oil and gas and the process manufacturing industry. Throughout his career he has had involvement either on the engineering side or the construction side of EPC projects. For most of his career he has worked in international environments and has strong affinity to different cultures and working methods. The last decade, Marco has become a full time trainer, consultant and lecturer, focusing on transferring his knowledge to others.



Seminar Agenda

1 st Day	2 nd Day	3 rd Day
09.30 – Welcome <ul style="list-style-type: none"> Introduction of the trainer Introduction of the participants Expectations of the participants 	09.00 – Warm-up for Day 2 <ul style="list-style-type: none"> Recap of the 1st Day Q&A of the Participants 	09.00 – Warm-up for Day 3 <ul style="list-style-type: none"> Recap of the 1st and 2nd Day Q&A of the Participants
09.45 – The Project Life Cycle <ul style="list-style-type: none"> From Inquiry to Warranty The PMI® Project Life Cycle The EPC Cycle 	09:15 – Managing Costs and Cash <ul style="list-style-type: none"> Commercial Organization and Procedures Develop the cost plan/ budgets Costs, overhead and profit Budget freeze and budget change control Controlling Costs and Earned Value Payment schedule and Cash Flow Planning Controlling cash and payments 	09.15 – Engineering Processes and Procedures <ul style="list-style-type: none"> The Engineering Disciplines Engineering IT Improving Engineering Efficiency
10.15 – Exercise: EPC Projects (interactive) <ul style="list-style-type: none"> What is special to EPC Projects? Classifying Experiences of the Participants 	10:15 – Commercial Management/ Business Administration <ul style="list-style-type: none"> Financing Taxes, customs, fees Bonds and guarantees Insurances Legal and Corporate Compliance 	09.55 – Technical Configuration Management <ul style="list-style-type: none"> The Configuration Management Plan Gate Management, Design Reviews and Design Freeze Technical Change Management Data Exchange and Data Life Cycle
10.45 – A Reference to PM Standards <ul style="list-style-type: none"> An overview PMI® and the PMBoK The Project Management Handbook for EPC 	10.45 – Morning Break	10.25 – Licensing Management <ul style="list-style-type: none"> The Requirements Management Process Obtaining the Construction and Operation License
11.15 – Morning Break	11.00 – Managing Time <ul style="list-style-type: none"> Scheduling Organization and Procedures How to develop the Time Schedule Aspects of Schedule planning Critical path analysis Freezing the schedule baseline and controlling changes Applying look-ahead schedules Tracking physical progress 	10.45 – Morning Break
11.30 – Planning the EPC Project <ul style="list-style-type: none"> Project Initiation The Project Charter Establishing internal and external Project Procedures The Project Plan 	12.00 – Managing Resources <ul style="list-style-type: none"> Quantitative and qualitative resource planning Tracking the man-load 	11.00 – Document Management <ul style="list-style-type: none"> Documentation Planning: the Master Document List Requirements for Document Generation Tracking of Document Submittals and Document Approvals Configuration Management for Documents
12.00 – Project Organization for EPC Projects <ul style="list-style-type: none"> External and internal Project Organization Governance processes with Executive Management Roles and Responsibilities in a Project Organization Integration and Interface Management Managing Human Resources in a Project Project Infrastructure 	12.30 – Business Lunch	11.30 – Procurement <ul style="list-style-type: none"> Procurement Organization and Processes Material Take-Off Purchasing: Solicitation and Supplier Selection Tracking Procurement, Manufacture and Shipping Material Management on Site
13.00 – Business Lunch	13.45 – The Critical Path Analysis (exercise) <ul style="list-style-type: none"> Identify the critical path of a project Perform a schedule risk analysis Discuss how the schedule risks change the critical path 	12.30 – Business Lunch
14.15 – Managing the Scope <ul style="list-style-type: none"> Project Structures Definition of Work-Packages and the WBS Assigning the Work 	14.45 – Managing Risks <ul style="list-style-type: none"> Identification and evaluation of risks Risk mitigation Managing the risk exposure and risk contingencies 	13.45 – Construction Planning <ul style="list-style-type: none"> Site Organization and Procedures Aspects of International Construction Sites Site Infrastructure and Logistics The Construction Processes
14.45 – The Responsibility Assignment Matrix (exercise) <ul style="list-style-type: none"> Mapping OBS and WBS Discussion of organizational aspects 	15.30 – Risk Exposure (exercise) <ul style="list-style-type: none"> Determine the actual risk exposure of a project 	14.15 – Construction Execution and Control <ul style="list-style-type: none"> Site Coordination and Interface Management Inspections and Supervision
15.15 – Communication Processes <ul style="list-style-type: none"> Stakeholder Management The Communication Plan Lessons Learned 	15.45 – Afternoon Break	14.45 – Commissioning <ul style="list-style-type: none"> Mechanical Completion Management Plant Commissioning and Testing Handover to the Owner and Operator
15.45 – Afternoon Break	16.15 – Managing Quality, Health+Safety and Environment <ul style="list-style-type: none"> Standardization in QHSE Quality Management and Quality Control HSE Management in Construction Projects 	15.15 – Afternoon Break
16.00 – Contract Management (1) <ul style="list-style-type: none"> The FIDIC Contracts Contracting: The Bid Phase 	16.45 – Performance Control and Reporting <ul style="list-style-type: none"> Internal Project Management Reporting Reports, KPI's and Trend Curves Executive reports and Client reports The monthly reporting cycle 	15.30 – Information Management <ul style="list-style-type: none"> The project-specific IT Architecture Communication Platforms Data Security
16.30 – The Compliance Matrix (exercise) <ul style="list-style-type: none"> Working with Assumptions, Clarifications, Exclusions 	17.15 – Wrap-up of 2nd Day (interactive)	16.00 – Closing out the Project <ul style="list-style-type: none"> The Project Closeout Checklist
16.45 – Contract Management (2) <ul style="list-style-type: none"> Contract Management Set-up in a Project Preventive and Active Claim Management Scope and Cost Change Control Schedule Change/ Extension of Time Claims 	17.15 – Wrap-up of the 1st day (interactive)	16.15 – Wrap-up of the Seminar (interactive) <ul style="list-style-type: none"> Mapping Expectations of the Participants Q&A of the Participants
17.15 – Wrap-up of the 1st day (interactive)	17.30 – End of the second day	16.30 – End of the Seminar
17.30 – End of the first day, Get-Together		



Project Management Handbook for EPC Plant Engineering – Procurement – Construction

This is the most comprehensive collection of know-how for project managers in the process industry available on the market:

- ✓ Energy: thermal power plants, nuclear plants
- ✓ Chemical and Petrochemical Plants
- ✓ Refineries, Oil and Gas Facilities

Based on the recognized project management standards such as PMI® (PMBok®) and ISO 21500 (2012)

Proven work practices, tools, methods and procedures from real projects, including large scale “mega”-projects

Up-to-date, structured, thoroughly – and still comprehensible and entertaining.

- ✓ more than 200 pages of project management experiences
- ✓ more than 150 figures, graphics, checklists, many in color

REGISTER NOW

Date: 23 - 25 January 2018 (3 days)

Venue: Concorde Hotel, Jalan Sultan Ismail, Kuala Lumpur

+60 - 3 - 7960 9598

bridgit@bridgit.biz www.bridgit.biz

This training is 100% HRDF/ SBL/ PDU claimable

The seminar is executed by Project Management Academy Sdn Bhd (PMA) Malaysia, a certified training partner of the ProjectTeam® Global Experts Network and registered education provider by PMI®.



The Registered Education Provider logo is registered trademark of the Project Management Institute, Inc. Copyright and all rights reserved.



ProjectTeam®. We are Project Directors. We know project reality.

- ✓ Project Management
- ✓ Contract Management
- ✓ Risk Management

Project Management for Plant Engineering, Procurement and Construction

www.project-team.org