

Training Title

REVIEW DAILY PRODUCTION REPORTS & TAKE BASIC CORRECTIVE ACTIONS

Training Duration

5 days

Training Venue and Dates

Ref ML096	Review Daily Production Reports & Take Basic Corrective Actions	5	28 Apr - 02 May 2025	\$5,500	Dubai, UAE
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In any of the 4 or 5-star hotel. The exact venue will be intimated once finalized.

Training Fees

\$5,500 per participant for Public Training. Fees Includes Course Materials/ Handouts, Tea /Coffee, refreshments & Lunch.

Training Certificate

Define Management Consultancy & Training Certificate of course completion will be issued to all attendees.

INTRODUCTION

Effective management of daily production reports is essential for optimizing operations and ensuring productivity. By regularly assessing these reports and implementing necessary corrective actions, businesses can maintain efficiency and minimize disruptions.

In this guide, we'll explore why daily production reports matter, what to focus on during reviews, and practical steps for corrective actions. Whether you're a supervisor or manager, mastering this process is key to achieving consistent performance and operational success.

Let's dive into the essentials of managing daily production reports and leveraging them for continuous improvement.

TRAINING OBJECTIVES:

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- To get familiar and knowledge on the daily Production data base & well monitoring and the function of well production.
 - How to evaluate well based on production data base and monitoring surveys
 - How to take basic corrective action based on reviewing the daily production report
 - Get familiar with the different tools of production data base and reporting skills as well as well monitoring surveys
 - Detect and diagnoses the well problems by utilizing the database of production and well monitoring.
 - How to collect and utilizing the production data base

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- How to enhance the participant's knowledge , skills and abilities to collect the production data and reporting them

TRAINING METHODOLOGY:

A highly interactive combination of lectures and discussion sessions will be managed to maximize the amount and quality of information and knowledge transfer. The sessions will start by raising the most relevant questions, and motivate everybody find the right answers. You will also be encouraged to raise your own questions and to share in the development of the right answers using your own analysis and experiences. Tests of multiple-choice type will be made available on daily basis to examine the effectiveness of delivering the course.

Very useful Course Materials will be given.

- 30% Lectures
- 30% Workshops and work presentation
- 20% Group Work& Practical Exercises
- 20% Videos& General Discussions

WHO SHOULD ATTEND?

Production staff, Production Eng., Field staff and oil account & production clerk.

COURSE OUTLINE:

Introduction

Oil and Gas industry

Useful of production data base:

- Abbreviations of technical production report
- Terminology of daily production report
- Production integrity reasons
- Production evaluation reasons
- Work proactively not reactively

Types of wells and reservoir for production data base and monitoring:

- Well types
- Reservoir types

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Production data base collection & Mentoring Plan:

- Daily monitoring production report with charts
- Weekly and monthly production report
- Periodically monitoring and reporting production data
- Annually monitoring and reporting production data
- How to evaluate the production data collection

Methods of monitoring and reporting skills

- Well surface monitoring

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- Well down hole monitoring
- Well testing
- Well survey
- Well sampling

Well Surveillance and data base collection:

- Gross production (Oil , Gas & Water)
- Net production for oil , gas and water
- BS&W %
- Salt content
- Solved content %
- Iron content (indicate for Corrosion)
- Sand content (indicate for Erosion)

Well testing:

- Well test objective
- Exploration well testing
- Appraisal well testing
- Development and production well testing
- The main data collection from well testing
- Well test calculation and analysis
- Well and Reservoir monitoring
- Data quality (Pressure , temperature and Production)

Well Sampling:

- Type of well sample
- Sweet and Sour oil crude
- Production Date obtain from well sample (oil, gas and water)
- Case study and example
- Standard specification for exporting crude oil;-
- RVP
- BS&W%
- Salt content

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How to calculate the API of crude oil?

How to monitor and measure the annulus pressure?

Why the monitoring of well annulus pressure is very important ?

The main data collecting and reporting based on type of well:-

- 1- Natural well flow

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- 2- Artificial lift well flow (gas lift-ESP-Beam pumpso on)
- 3- Well injection

Abilities to collect and report the production data from:--

- ❖ Upstream system (BHFP- BHSIP-BHT-BHSIT.....so on)
- ❖ Downstream system(well heads, flow lines, manifold ,process area)
- ❖ Oil, Gas, Water data collecting and reporting
 - Diagnoses and identify well problems based on data production collection
 - Example Risk due to sand production (real case study)
 - Example of Real case studies for scale problem
 - Production reporting skills
 - Example of representing well production data by chart
 - Production data base
 - How to improve production by untraditional methods
 - Group exercise
 - Quiz and test
 - Video film DVD-CD
 - General Discussion :Q/A Session
 - Course Summary and conclusions
 - Course Wrap – up

Note:

Pre & Post Tests will be conducted.

Case Studies, Group Exercises, Group Discussions, Last Day Review & Assessments will be carried out.

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