



## Workshop on Contractor Safety Management in the Oil and Gas Industry

March 16 – 19, 2026, 1<sup>st</sup> Run: Lagos & Abuja  
September 21 – 25, 2026, 2<sup>nd</sup> Run: Lagos & Port Harcourt

For Tutor -Led Class: 9am – 4:30pm

**Workshop fee: Lagos:** N400, 000,

**Abuja / Port Harcourt:** N450, 000 per Participant

**Delivery Mode:** In-person / Live Virtual / Hybrid

Online course fee: N350, 000 per Participant

**Available for In-plant Training**

**800 U\$D for foreign  
Participants**

### Program overview:

This comprehensive course is designed for professionals involved in managing, overseeing, or collaborating with contractors in the oil and gas industry. It focuses on the critical aspects of safety management to ensure that contractors meet the industry's stringent safety standards and regulations.

It will equip participants with the knowledge and skills needed to enhance contractor safety management practices, ensuring safer operations and compliance within the oil and gas industry.

### For whom:

This course is designed for safety managers, project managers, operations supervisors, and other professionals involved in managing contractor safety in the oil and gas industry.

### Learning objectives:

At the end of the program, participants will be able to:

- explain the fundamental principles of safety management and their application to contractor operations.
- develop and implement effective safety management systems tailored to contractor activities.
- assess and mitigate safety risks associated with contractor work in the oil and gas sector.
- gain insights into regulatory requirements and best practices for contractor safety management.
- acquire skills in safety performance monitoring, reporting, and continuous improvement.

### Course Outline:

#### Day 1: Contractor Safety Management: An Overview

- Overview of the importance of contractor safety management in the oil and gas industry.

#### Principles of Safety Management:

- Core principles and concepts of safety management.
- Safety culture and its impact on contractor operations.

#### Regulatory Framework and Compliance:

- Key regulations and standards (e.g., OSHA, API, ISO) affecting contractor safety.
- Understanding legal and organizational compliance requirements.
- Documentation and record-keeping practices.
- Case studies on regulatory compliance failures and lessons learned.

#### Day 2: Developing and Implementing Safety Management Systems

##### Safety Management Systems (SMS):

- Components of an effective safety management system.
- Developing and integrating safety management plans for contractors.

##### Contractor Safety Management Plans:

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Lagos: Human Capital Associates Global Consult Ltd: Acme House 2nd Floor, Ogbia Industrial Scheme, Ogbia, Ikeja – Lagos

Website: [www.hcaglobalconsult.com](http://www.hcaglobalconsult.com); Email: [info@hcaglobalconsult.com](mailto:info@hcaglobalconsult.com), [hcaglobalconsult@gmail.com](mailto:hcaglobalconsult@gmail.com)

Tel: Office Lines: Mon – Fri | 8am-5pm | +234-8051365946, +234-7087578814 (Office Lines)

24/7 Lines: +234-8068933608 (WhatsApp), +234-8029170491 & +234-8145745664(WhatsApp) & +234-9112830607

- Crafting detailed safety management plans.
- Incorporating contractor safety into overall project safety plans.

#### **Risk Assessment and Management:**

- Techniques for identifying and assessing risks associated with contractor work.
- Developing risk mitigation strategies and control measures.
- Group discussion on risk assessment scenarios.

### **Day 3: Contractor Selection, Training, and Communication**

#### **Contractor Selection and Qualification:**

- Criteria for selecting and qualifying contractors.
- Pre-work safety evaluations and audits.

#### **Safety Training for Contractors:**

- Designing and delivering effective safety training programs.
- Ensuring contractor understanding and compliance.

#### **Effective Communication Strategies:**

- Communicating safety expectations and information to contractors.
- Tools and methods for ongoing safety communication.
- Developing a contractor training program outline.

### **Day 4: Monitoring, Performance Evaluation, and Incident Management**

#### **Monitoring and Performance Evaluation:**

- Techniques for monitoring contractor safety performance.
- Conducting inspections, audits, and performance reviews.

#### **Incident Management:**

- Procedures for incident reporting and investigation.
- Analyzing incidents to prevent future occurrences.

#### **Emergency Preparedness and Response:**

- Developing and implementing emergency response plans involving contractors.
- Coordinating emergency response with contractors.
- Case study analysis of safety incidents and response strategies.

#### **LOCATIONS**

1 - HCA Learning Centre. Acme House 2nd Floor, 23, Acme Road, Ogbia, Industrial Scheme, Ikeja, Lagos, Nigeria

2 – FAB By Toprank Hotel, Opposite Old Federal Secretariat Area 1, Garki, Abuja.

3 – Pakiri hotel Ltd., 4 Okwuruola Street, off Stadium Road, Rumuola, Port Harcourt, Rivers State.

In-plant Fee Negotiable

#### **WORKSHOP FEE:**

**Workshop fee: Lagos: N400, 000 per Participant, VAT-N30,000**

**Abuja / Port Harcourt: N450, 000 per Participant, VAT-N33,750**

Note: this covers Workshop Fee, Tea/coffee break, Lunch, course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

**For Booking / Enquiry, Call: 234-8051365946, 234-7087578814**

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### **Day 5: Best Practices and Continuous Improvement**

#### **Industry Best Practices:**

- Reviewing industry best practices for contractor safety management.
- Success stories and lessons learned from industry leaders.

#### **Continuous Improvement:**

- Techniques for continuous improvement in contractor safety management.
- Implementing feedback loops and safety performance metrics.
- **Class exercise:** Developing a comprehensive contractor safety management plan based on course learnings.

**Training Methodology:** Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teachings/learning methods.

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