

2012



# ELAK

## TRAINING PROFILE

### Elak Multi-Resources

**(Strong Partner with GSTC- Egypt, OSHA-USA, PHU-USA, etc.)**

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***Safety saves; ...Lives, Time & Money.***

*Think training, think ELAK!*

*...adding value to your business & career!*



- 1) Introduction
- 2) Vision, Mission & Values
- 3) Approvals & Certifications
- 4) Verification on the International Certifications
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## **1. Introduction**

We are pleased to introduce **ELAK Multi Resources**- a division of **ELAK Group**, specialized in capacity development and professional training for general industry. **ELAK Multi Resources**; as one of the largest, independent organizations of its type in Nigeria and Africa in addition to many other branches in different countries where we operate in partnerships.

In the modern complexity great need has arisen for safety and technical requirements. As a company the management is committed to help staff and companies in order to have better understanding for safety & technical issues so they can reach to a zero result in accident and high level of performance. This can be accomplished by high quality of *training* provided by our instructional & technical experts who have international recognized qualification through a careful blend of theory and practical training, which is designed to simulate problems the individuals & organizations may come across in their work place, so that they can avoid damage to their companies, fellow colleagues, themselves and provide high level of performance at work.

**ELAK** instructional Experts work to international standard with the highest quality of training, hence they would be pleased to give general professional advice to customers on their training needs. All our experts are vocational assessors.

We do consistently maintain the highest training standards through qualifications, continuous professional development and experience.

During the various training courses, clients receive a lot of hours of input to improve their technical abilities & develop the necessary skills to be effective & professional personnel, completing assignments and being assessed during several hours of classroom training, putting into practice what they have learned.

If you are looking to learn or improve your technical background, upgrade your business skills or develop confidence in your work, join us because we probably have something to suit you.

***We have the right type of training to improve operational efficiency and increase the safety of your operations.***

## **2. Vision, Mission & Values**

### ***Vision***

To be the best Training Provider in the Western Africa region, providing quality and competitive Technical & Safety Training.

### ***Mission***

- To make world class Health, Safety, Environment & Quality a way of life.
- To market our products & services locally and internationally.
- To work with and employ the highest level of competent trainers who can impart their knowledge to others.
- To reiterate our stand to our clients and our staff that 'Safety is a Necessity not a Demand'.
- To make ELAK a profitable centre for learning without compromising our quality of services.

### ***Values***

- Health, Safety, Environment and Quality must come first in everything we do in our business.
- We will conduct our business at all times with integrity, transparency, strong ethical values and a commitment to serve. We will abide by the laws of the land.
- We believe that the most important asset of this company is its employees. Trust, respect, fairness and dignity shall be how we treat each other within the spirit of working together.

## **3. Approvals & Certifications**

- ISO 9001:2008 Quality Management System
- OHSAS 18001:2007 Safety Management System
- ISO 14001:2004 Environmental Management System
- Oil Companies in the Gulf / National / International.
- IADC (International Association of Drilling Contractors)
- IADC Drilling Industry Training ( DIT )
- IWCF (International Well Control Forum)
- CIEH ( Chartered Institute of Environmental Health )
- National Examination Board in Occupational Safety and Health (NEBOSH)
- STCW
- OPITO
- IMI ( The Institute of the Motor Industry)
- OSHA (Occupational Safety & Health Academy) USA
- Pebble Hills University, USA

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- ASHI (American Safety & Health Institute)
- IOSH ( Institution of Occupational Safety & Health)
- CITB (Construction Industry Training Board)
- Rig Pass For Offshore & Onshore(approved by IADC)
- National Fire Protection Association, USA
- International Association of Sea Survival Training (IASST) UK
- Institute of Quality Assurance, UK
- Royal Society of Health, UK
- National Safety Council USA.
- Crane Certification Association of America/ CCAA
- UK Spill Association

#### **4. Verification on the International Certification**

In addition to ELAK Certificates which are provided for all types of courses ELAK can provide International Certifications through the following organizations:

1. **IOSH-Managing Safety –UK** for Supervisors & managers related to Safety Standards

2. **IADC Certificates-USA** that cover the following:

- All level of drilling employees
- Wire line for operators & supervisors
- Coiled Tubing for operators & supervisors
- Snubbing for operators & supervisors
- HSE-Rig Pass for all employees
- Rig Electrician for operators & supervisors
- Rig Mechanics for operators & supervisors

3. **IADC Drilling Industry Training (DIT)** for:

- Well Test Design
- Basic Fire Fighting
- Basic First Aid
- Crane Operation
- Rigging & Lifting
- H2S & Breathing Apparatus
- Forklift

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**4. IWCF Certificate-Europe** that cover the following:

- Drillers & Supervisor levels
- Wire line for operators & supervisors
- Coiled Tubing for operators & supervisors
- Snubbing for operators & supervisors

**5. The National Examination Board in Occupational Safety & Health (NEBOSH):**

- International General Certificate (IGC)
- Health & Safety at Work (HSW)

**6. CIEH (Chartered Institute of Environmental Health)** that cover the following:

- Level 1 Award in Food Safety Awareness in Catering
- Level 1 award in Health and safety in the workplace
- Level 1 Award in Introduction to Food Safety For Manufacturing
- Level 1 Award in Introduction to Food Safety for Retail
- Level 2 Award in Food Safety for Manufacturing
- Level 2 Award in Food Safety Retail
- Level 2 Award in Food Safety Catering
- Level 2 Award in Health and Safety in the Workplace
- Level 2 Award in Principles of Manual Handling
- Level 2 Award in Principles of Risk Assessment
- **Environment Management Certificate**
- Level 3 Award in HACCP for Food Manufacturing
- Level 3 Award in HACCP for Food Catering

**7. IMI Certificate-UK** for Defensive Driving

**8. Vincotte Certificate** for Crane Operations & Fork lift operations

**9. American Welding Safety Certification** for all welders levels

**10. ASHI Certificate-USA** for First Aid courses

**11. Platinum OSHA Certificate-USA** for all personal involved in Safety audit & inspection

**12. OPITO-UAE** Only for the following:

- Sea Survival Techniques
- Helicopter under water escape

**13. OSHAcademy Certificate- USA**

- 132 Hour OSH Professional Course
- 48 Hour OSH Specialist Course
- 40 Hour OSH Manager Course / -36 Hour OSH Supervisor Course

## **5. Client List**

Over the past year, **ELAK** had the honor to cooperate with well-known organizations from both the Petroleum & Industrial Sectors, in addition to a number of foreign companies.

### **Petroleum Sector**

- Halliburton
- BJ Services
- Shell
- Pico Energy
- Addax Petroleum
- Orascom Construction
- Rashid Pet. Co.
- Marine Pet. Services
- SETCORE Group
- Oriental Petrochemicals
- Philip Morris
- Baker Hughes
- Weatherford
- Dana Petroleum
- Boots & Coots
- Frank's International
- Gastec
- Centerion
- Geoservices
- International Logging
- Petrobel
- General Motors
- Hellenic Petroleum
- Petroservices
- Sino Tharwa
- Smith Services
- Tidewater Marine
- Total
- Town Gas
- Gas and Energy Co

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- Cairo Oil Refinery Co.
- Petroleum Pipes
- Potagasco
- Schlumberger
- Atlantic Marine Services
- IOC International For Oil Co
- Magawish
- Engineering Group for Contracting
- General Petroleum Co.
- Arab Contractors
- Construction Technology Centre
- National Oil Well Services (Sea Harvest)

**Banking Sector**

- Fidelity Bank

**Telecommunications Sector**

- Zain
- Globacom

**Industrial Sector**

- Olympic Group
- DSD Ferrometalco
- Ceramica Cleopatra
- Savola Group
- Nestle
- Helal & Golden Star
- Mac Carpet SAE
- Cairo Foam
- Edita Food Industry
- First Engineering Co.
- Eva Cosmetics
- Pico Machinery
- Asec Cementing
- Terraco Painting

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- Mobica
- Pfizer
- Waritex
- Arma Group
- United Food
- SDP
- National Steel
- CocaCola

## **6. Big Projects**

Over the last year, **ELAK** has been striving to sustain its position in both the local and foreign market through offering the best services to all clients at all times in collaboration with GTSC, our international partner:

| <b>S/N</b> | <b>COMPANY</b>                     | <b>PROJECT</b>                     | <b>NUMBER OF TRAINEES</b> |
|------------|------------------------------------|------------------------------------|---------------------------|
| 1          | Savola Group                       | Occ. Health & Safety               | <b>220</b>                |
| 2          | DSD Ferrometalco                   | Overhead Crane Operator            | <b>118</b>                |
| 3          | Vodafone                           | Fire Marshal and Defensive Driving | <b>250</b>                |
| 4          | Weatherford                        | H2S & Breathing Apparatus          | <b>250</b>                |
| 5          | Savola Group                       | OSHA General Industry              | <b>80</b>                 |
| 6          | Saint Gobian                       | OSHA General Industry              | <b>40</b>                 |
| 7          | Balyim Pet. Co<br>(Petrobel )      | Technical Courses                  | <b>50</b>                 |
| 8          | DNO                                | IADC Well Control                  | <b>20</b>                 |
| 9          | Integrated Pet.<br>Services (Oman) | IADC Well Intervention             | <b>20</b>                 |
| 10         | Apex Oil Services                  | HSE Courses                        | <b>100</b>                |

***ELAK ... Going extra mile in training! ...adding value and enhancing productivity!***



## 7. SIMULATORS

### DRILLSIM 500 Well Control Simulator & Work over



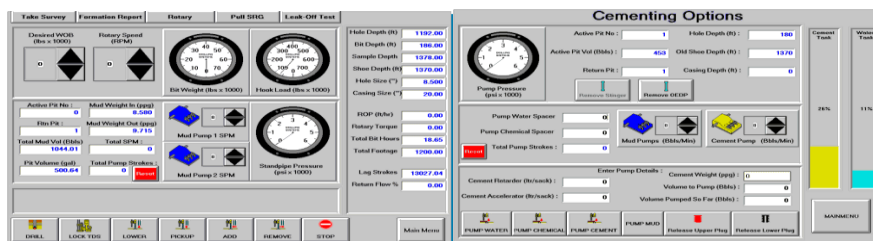
#### A Flexible Solution to Well Control Training

The DRILLSIM 500 is a fully portable and technically advanced drilling and well control simulator. Designed for operators, drilling contractors and training companies, the DRILLSIM 500 provides a high-tech, low-cost entry to well control training.

This compact simulator comprises four miniature consoles and a laptop computer which can be hand-carried to any location and is suitable for 'check-in' airline transportation. It is compatible with International Well Control regulations IWCF-Well/ Cap regulation IADC and can be used for training rig crews and drilling personnel at the wellsite or classroom. Both the keyboard and mouse controls, provide user-friendly tools for the instructor.

In addition to drilling facility the Drill Sim has the capacity as integrated simulator to train personal in work over in all aspects & cover all requirements of operations.

### DMT Drilling Management Trainer



The Drilling Management Trainer is an integrated PC-based drilling training simulator, designed for personnel computer linked to the instructor PC station were can be simulate different types of exercises & scenarios to improve the knowledge & competency in operations related to the line of the duty based on their job description.

The Difference between DOT & DMT is that DMT is more comprehensive in Management Level to run the whole operation while DOT is more specific in Drilling aspects.

By the end of this course the trainees will be Competent in their job in related to their job description .The trainees will go through scenarios of problems may encounter in their job, But not limited to the day by day operations. Learn to operate as a team work. Understanding the work problems, where accident will be eliminate to zero.

**The target audience is as follow:**

- 1) Assistant Driller
- 2) Driller-Supervisor
- 3) Company men
- 4) Develop Trainee

## DOT Drilling Operations Trainer



### For All Your Drilling Training Needs

The DOT is a simulator designed for Drilling Operations & the solution to many day by day situations during operations. All information related to DOT will be under the control of the Instructors Providing the trainees with scenarios in the drilling aspects Case studies, scenarios & discussions for the best solutions for the drilling operations in order to be competent in their jobs & reduce the time needed for experience on the job training.

### The DOT mainly suitable for the following:

- 1) Roustabout
- 2) Floor man
- 3) Derrick man
- 4) Assistant Driller
- 5) And to improve personal from position to upper level position

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## **GENSIM OIL and GAS Process Simulator**



### **Extending the Role of Simulation**

The oil and gas process simulator, GENSIM, provides a new generation of simulation training systems for improving efficiency and productivity in the key areas of oil and gas production. This unique system of applied simulation combines in-depth knowledge of process plant operations with unique simulation expertise to provide a cost-effective solution for an entire spectrum of petroleum production.

GENSIM is a fully interactive VAX-based simulator which provides an environment in which the user can easily and efficiently manage plant simulation instruction.

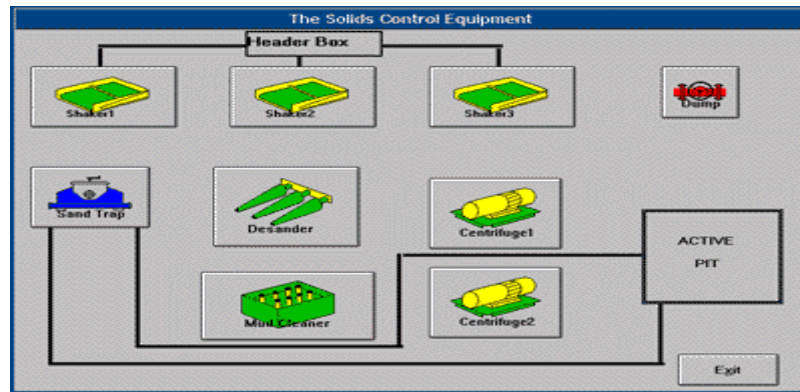
GENSIM is a fully interactive VAX-based simulator which provides an environment in which the user can easily and efficiently manage plant simulation instruction.

The simulator can also be used as a maintenance training tool to provide realistic experience of process monitoring and control systems.

These various facilities, which are available in a number of packages, can be configured to meet specific user needs. The Oil and Gas Production Simulator has extended the role of simulation as a training tool, both in the range of training that can be achieved and the method whereby training exercises are conducted and monitored by the instructor to develop trainee knowledge & be competent in their job.

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## MUDSIM MUD TREATMENT SIMULATOR



### A First for Drilling Fluids Simulation

**MUDSIM** is a unique mud treatment simulator aimed at training engineers in drilling fluids technology and in the management of mud systems and solids control equipment & allow driller, supervisor, and Company men to obtain more information in depth.

This PC based package allows trainees to address common problems faced by a mud engineer at the well site and gain a greater understanding of mud system interaction.

All well site operations are incorporated into the simulator to ensure trainees are given a complete overview of mud system maintenance and a comprehensive understanding of the effects upon drilling performance.

The trainee has to arrange the solids control equipment and build the mud system to suit the training exercise, thereby combining theory with practice.

**MUDSIM** can be integrated into any drilling fluids course, allowing the development of skills training within the relatively inexpensive environment of the classroom.

Different type of scenarios can be provided by the instructor in order for the trainees to go through solutions in order to be competent in their job.



# SAFETY



**enhances Productivity & Profit and Eliminate  
Injury/Accident & Risk at Workplace.**

**ELAK Multi Resources-** continues to demonstrate leadership in the timely delivery of internationally accredited professional training courses to enhance the safety and competence of workers in Nigeria and Africa at large, with strong collaboration/affiliation with international certificates awarding bodies/partners worldwide.