Oil and Gas Logistics and Contract Management: Supply Bases, Offshore Vessels and SLAs

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Paris - Right Bank business hotel



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Introduction:

Oil and gas logistics decides whether a drilling campaign, a producing platform or a fuel terminal receives the right cargo, crews and spares on time, yet supply bases, vessel fleets, helicopters, pipe yards and trucking are often run and contracted in separate silos. Vessels sail half loaded, critical spares sit in the wrong warehouse and service contracts carry no measurable service levels. This Core Concept course trains logistics and contracts teams to plan base, marine, aviation and land flows and to contract and control the providers behind them. Participants build an Oil and Gas Logistics Plan and Contract Strategy.

Course Objectives:

- Map upstream and downstream oil and gas logistics flows from supplier through supply base, marine and aviation legs to wellsite, platform and terminal
- Plan supply base quayside work, offshore supply vessel voyages and deck cargo stowage against drilling and production demand
- Control personnel on board, OCTG pipe flow, critical spares, hazardous cargo and desert road transport with defined rules and records
- Structure logistics service contracts for vessel charters, 3PL, transport, aviation and base services with scopes, rates and risk allocation
- Measure contractor performance through KPIs, SLAs, service credits and cost tracking and act on the gaps
- Produce an Oil and Gas Logistics Plan and Contract Strategy for a case field development

Target Audience:

- Managers who run supply bases, quayside operations and marine logistics for offshore installations
- Leads who plan materials, warehousing and critical spares holdings for producing and drilling assets
- Contracts and procurement managers who tender, award and administer logistics and marine service agreements
- Supervisors of land transport, trucking fleets and product distribution from terminals and depots
- Aviation and personnel logistics coordinators who manage crew changes, flights and bed space
- Operations and asset managers who depend on logistics providers to keep wells and plants supplied

Course Outline:

Day 1: Oil and Gas Supply Chain Structure and Logistics Demand

- Upstream, Midstream and Downstream Logistics Flow Map from Supplier to Wellsite and Terminal
- Logistics Demand Drivers: Drilling Campaigns, Production Operations, Turnarounds and Projects
- Onshore Versus Offshore Logistics Chain: Supply Base, Marine Leg and Installation Receipt
- Logistics Organisation Models: Operator In-House, Integrated Contractor and Shared Base
- Logistics Baseline Review: Cargo Tonnage, Vessel Days and Materials Holding Value

Day 2: Shore Supply Base, Quayside and Offshore Supply Vessel Planning

- Supply Base Layout: Quay Berths, Laydown Yards, Bulk Plant and Covered Stores
- Quayside Operations: Berth Allocation, Crane Lifts, Cargo Manifests and Backload Handling
- Platform Supply Vessel and AHTS Roles, Deck Area and Bulk Tanks for Mud, Cement, Fuel and Water
- Voyage Planning: Sailing Schedules, Shared Routes, Fast Supply Runs and DP Loading Windows
- Deck Cargo Plan: Cargo Carrying Units, Stowage, Sea Fastening and Priority Rules

Day 3: Helicopter, Personnel and Tubulars Logistics

- Helicopter Passenger Logistics: Flight Schedules, Seat Allocation and Weight Manifests
- Personnel on Board Control, Crew Change Rotations and Bed Space Planning
- OCTG Flow: Casing, Tubing and Drill Pipe from Mill to Pipe Yard to Rig Floor
- Tubular Receiving Inspection, Thread Protection, Racking and Joint Traceability Records
- Rig Move Interface: Load Scheduling and Heavy Transport Booking Summary

Day 4: Materials Management, Critical Spares, Warehousing and Hazardous Cargo

- Materials Catalogue and Master Data: Item Codes, Units of Issue and Criticality Class
- Critical and Capital Spares Stocking: Equipment Criticality Ranking and Min-Max Levels
- Oil and Gas Warehouse Routines: Quarantine Area, Preservation Checks and Surplus Disposal
- Hazardous and Chemical Cargo: Classification, Segregation, Transport Documents and Marking
- Materials Tracking Tools: ERP Materials Module, Barcode Tagging and EDI Status Messages

Day 5: Land Transport, Downstream Distribution and Week-One Guided Case

- Desert Logistics: Convoy Journey Management, Heavy-Haul Permits, Heat and Sand Conditions
- Downstream Product Distribution: Terminal Loading Racks, Road Tanker Scheduling and Pipeline Interface
- Tanker Fleet Planning: Turnaround Time, Load Sequencing and Driver Hours Limits
- Guided Case: Supply Chain Map and Vessel Schedule for a Producing Offshore Field
- Guided Case Review: Deck Utilisation, Materials Holding and Transport Bottlenecks

Day 6: Logistics Service Contracts in Oil and Gas

- Logistics Contracting Strategy: Make-or-Buy, Bundled Versus Unbundled Services and Contract Term
- Vessel Charter Contracts: Time Charter, Spot Hire, Day Rates, Off-Hire and Fuel Clauses
- Third-Party Logistics Service Tiers: Standard Provider to Integrated Customer Developer
- Transport, Aviation and Base Services Contracts: Scope of Work, Rate Schedules and Call-Off Orders
- Logistics Tender Evaluation: Technical Scoring, Commercial Normalisation and Award Recommendation

Day 7: Risk, HSE and Governance in Oil and Gas Logistics

- Logistics Risk Register: Weather Downtime, Vessel Breakdown, Port Congestion and Single Carriers
- Marine and Aviation Safety Controls: Lifting Operations, Dropped Objects and Passenger Briefing
- Contractor HSE Management: Prequalification, Bridging Documents and Audit Schedule
- Contract Risk Allocation: Indemnities, Insurance, Liability Caps and Knock-for-Knock Clauses
- Logistics Continuity: Standby Vessels, Alternate Bases and Emergency Response Cargo

Day 8: Contractor Interfaces, Mobilisation and Change Control

- Interface Matrix Between Operations, Drilling, Procurement and Logistics Contractors
- Contract Kick-Off Meeting, Mobilisation Plan and Contractor Onboarding Pack
- Variation Orders and Scope Change Control for Logistics Contracts
- Claims Handling: Contract Notices, Evidence Records and Escalation Ladder
- Shared Logistics Pools: Vessel Sharing Agreements and Cost Split Keys Between Operators

Day 9: Logistics KPIs, SLAs and Contract Cost Control

- Logistics KPI Set: Vessel Utilisation, Deck Space Use, On-Time Delivery and Backload Rate
- SLA Design: Service Credits, Response Times and Measurement Rules
- Contract Performance Scorecard and Quarterly Business Review Format
- Logistics Spend Control: Day-Rate Tracking, Fuel Consumption, Demurrage and Invoice Validation
- Cost per Vessel Day and Cost per Tonne Delivered Comparison with an Improvement Register

Day 10: Capstone: Logistics Plan and Contract Strategy for a Case Field Development

- Case Field Development Briefing: Well Programme, Facility Schedule and Logistics Demand Forecast
- Capstone Build: Logistics Plan Covering Base, Vessel, Aviation and Land Transport Legs
- Capstone Build: Contract Strategy with Contract Packages, Terms and KPIs
- Capstone Build: Risk and SLA Annex for the Case Logistics Contracts
- Capstone Presentation to a Mock Tender Board and Peer Challenge

Skills You Will Gain:

- Offshore Logistics Planning
- Deck Cargo Stowage
- Personnel on Board Control
- Tubular and Spares Stock Control
- Dangerous Goods Handling
- Logistics Contract Structuring
- Service Level Design
- Contractor Performance Management

Why Attend This Course:

- Return with an Oil and Gas Logistics Plan and Contract Strategy built on a case field development and ready to adapt to your own asset
- Spot where vessel days, deck space and spares holdings are lost and which contract terms allow them to be recovered
- Practise evaluating charter, 3PL and base services bids and defending an award to a tender board
- Compare supply base, marine, aviation and trucking practice with peers from operators, contractors and distribution companies

Conclusion:

Reliable oil and gas logistics comes from planned flows and contracts that measure what matters. Week one covers supply chain structure, supply bases and quayside work, vessel and deck cargo planning, helicopters and personnel, tubulars, materials, spares, hazardous cargo, land transport and downstream distribution. Week two adds logistics service contracts, risk allocation and HSE, contractor interfaces and change control, and KPIs, SLAs and spend control. The final day produces a Logistics Plan and Contract Strategy for a case field development.