



TPO
تکاتف پتروفاک عُمان
TAKATUF PETROFAC OMAN

TPO Course Planners

2020 - 2021



Technical Courses



Technical Course Planner

	Course Code	Level	Location	Duration	Cost	Course Description		2020								2021				
								May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Mechanical Maintenance																				
Practical Alignment Techniques	M001	Intermediate	TPO/CP	5 days	Call for Details	Call for course description					9-Aug			1-Nov		10-Jan			4-Apr	
Practical Compressor Maintenance	M002	Intermediate	TPO	5 days	Call for Details	Call for course description					23-Aug			8-Nov		24-Jan			11-Apr	
Installation and Maintenance of Pneumatic Systems	M005	Intermediate	TPO	5 days	Call for Details	Call for course description						6-Sep		22-Nov			7-Feb		18-Apr	
Installation and Maintenance of Hydraulic Systems	M006	Intermediate	TPO	5 days	Call for Details	Call for course description						20-Sep		29-Nov			14-Feb		25-Apr	
Advanced maintenance and inspection of Mechanical Seals	M008	Advanced	TPO	5 days	Call for Details	Call for course description							4-Oct		6-Dec			7-Mar		2-May
Piping and Flange Management	M010	Intermediate	TPO	5 days	Call for Details	Call for course description							18-Oct		13-Dec			14-Mar		9-May
Introducution to Isolations and SSOW for Mechanical Technicians	M011	Basic	TPO	5 days	Call for Details	Call for course description									20-Dec					16-May
Electrical Installation & Maintenance																				
Electrical Safety, Isolations and SSOW	E001	Intermediate	TPO/CP	5 days	Call for Details	Call for course description					16-Aug			8-Nov		10-Jan			4-Apr	
Portable Appliance Testing (PAT)	E002	Intermediate	TPO	2 days	Call for Details	Call for course description					30-Aug			15-Nov		17-Jan			11-Apr	
Advanced Motor Control Suite	E003	Advanced	TPO	20 Days	Call for Details	Call for course description						13-Sep					7-Feb			
Working in Explosive Atmospheres (ALL Disciplines)	E004	Intermediate	TPO	2 days	Call for Details	Call for course description						27-Sep			6-Dec		21-Feb			2-May
Electrical Principles	E007	Basic	TPO	10 days	Call for Details	Call for course description							11-Oct					7-Mar		
Hazardous Areas (Full CompEx Prep)	E008	Advanced	TPO	3 days	Call for Details	Call for course description							26-Oct		20-Dec			21-Mar		16-May
Process Operations																				
Fault Diagnosis & Troubleshooting for Operators	P001	Advanced	TPO	20 Days	Call for Details	Call for course description					9-Aug			1-Nov		10-Jan			4-Apr	
Preparation for Commissioning of Plant and Equipment	P002	Advanced	TPO	5 Days	Call for Details	Call for course description					23-Aug				6-Dec	24-Jan				2-May
Applications of Process Drawings and P&IDs	P003	Intermediate	TPO	5 Days	Call for Details	Call for course description						6-Sep			13-Dec		7-Feb			9-May
Correct Use of Fittings & Hoses in Operations	P004	Basic	TPO	1 Day	Call for Details	Call for course description						20-Sep			20-Dec		14-Feb			23-May
Process Plant - Utility systems training, Theory and Practical	P015	Intermediate	TPO	5 Days	Call for Details	Call for course description							4-Oct					7-Mar		
Process Plant - Separation training , Theory and Practical	P016	Intermediate	TPO	5 Days	Call for Details	Call for course description							18-Oct					14-Mar		
Introduction to Pipeline Pigging Operations	P007	Basic	TPO	5 Days	Call for Details	Call for course description							26-Oct					21-Mar		
Instrumentation																				
Safety Instrumented Systems (SIS)	I001	Advanced	TPO	3 days	Call for Details	Call for course description					16-Aug		4-Oct			10-Jan		7-Mar		
Advanced Fieldbus Systems	I002	Advanced	TPO	4 Days	Call for Details	Call for course description					23-Aug			1-Nov		17-Jan			4-Apr	
Advanced Process Control	I003	Advanced	TPO	3 Days	Call for Details	Call for course description					30-Aug			15-Nov		24-Jan			11-Apr	
Operation and Maintenance of Control Valves	I004	Intermediate	TPO	5 Days	Call for Details	Call for course description						6-Sep		29-Nov			7-Feb		25-Apr	
Introduction to Fire & Gas Systems	I005	Basic	TPO	3 Days	Call for Details	Call for course description						20-Sep			6-Dec		14-Feb			9-May
Advanced PLC Systems and Programming	I008	Advanced	TPO	4 Days	Call for Details	Call for course description						27-Sep			13-Dec		21-Feb			16-May
Advanced DCS Systems	I009	Advanced	TPO	5 Days	Call for Details	Call for course description							18-Oct		20-Dec			21-Mar		23-May

KEY - LOCATIONS AVAILABLE

TPO = TAKATUF PETROFAC OMAN (LOCATED AT KOM)

CP = CLIENT PREMISES

OL = ONLINE LEARNING (INSTRUCTOR LED)

Advanced Course

Intermediate Course

Introductory Course

Advanced courses are aimed at experinced techicians and discipline practioners who wish to build on their current skills and knowledge in specific areas

Intermediate courses are aimed at qualified but inexperienced technicians and discipline practioners who are extending their range of skills and knowledge, or require a refresher in more general areas

Introductory courses are suitable for inexperienced techicians or those from a different discipline area who wish to enhance or build a set of skills and knowledge in a general area

For details of courses not listed or bespoke training requests, please call our Customer Relations Department on +968 22519600 / +968 22519666 or email us at info@tpo.om

Technical Full Course List

	Course Code	Location	Duration	Cost	Course Description
Mechanical Maintenance					
Practical Alignment Techniques	M001	TPO/CP	5 days	Call for Details	Call for course description
Practical Compressor Maintenance	M002	TPO	5 days	Call for Details	Call for course description
Tubing & Compression Fittings	M003	TPO	3 days	Call for Details	Call for course description
Valve Greasing	M004	TPO/CP	3 days	Call for Details	Call for course description
Installation and Maintenance of Pneumatic Systems	M005	TPO	5 days	Call for Details	Call for course description
Installation and Maintenance of Hydraulic Systems	M006	TPO	5 days	Call for Details	Call for course description
Mechanical Equipment Selection	M007	TPO	3 days	Call for Details	Call for course description
Advanced maintenance and inspection of Mechanical Seals	M008	TPO	5 days	Call for Details	Call for course description
Leak Testing/Joint Validation	M009	TPO	4 days	Call for Details	Call for course description
Piping and Flange Management	M010	TPO	5 days	Call for Details	Call for course description
Introdcuton to Isolations and SSOW for Mechanical Technicians	M011	TPO	5 days	Call for Details	Call for course description
Inspection & Maintenance - Rotating Mechanical Plant	M012	TPO	5 days	Call for Details	Call for course description
Inspection & Maintenance - Static Mechanical Plant	M013	TPO	5 days	Call for Details	Call for course description
Inspection & Maintenance - Utilities Packages	M014	TPO	5 days	Call for Details	Call for course description
Inspection & Maintenance - Diesel Engines/EDG/CP	M015	TPO	5 days	Call for Details	Call for course description
Electrical Installation & Maintenance					
Electrical Safety and SSOW	E001	TPO/CP	5 days	Call for Details	Call for course description
PAT Testing	E002	TPO	2 days	Call for Details	Call for course description
Advanced Motor Control Suite	E003	TPO	20 Days	Call for Details	Call for course description
Working in Explosive Atmospheres (ALL Disciplines)	E004	TPO	2 days	Call for Details	Call for course description
Install & Maintenance - EX equipment	E005	TPO	3 days	Call for Details	Call for course description
Inspection & Maintenance - EX equipment	E006	TPO	3 day	Call for Details	Call for course description
Electrical Principles	E007	TPO	10 days	Call for Details	Call for course description
Hazardous Areas (Full CompEx Prep)	E008	TPO	3 days	Call for Details	Call for course description
Inspection & Maintenance - Cathodic Protection Systems	E009	TPO	2 days	Call for Details	Call for course description
Inspection & Maintenance - UPS Systems	E010	TPO	3 days	Call for Details	Call for course description
Inspection & Maintenance - Earthing & Lightning Prot. Systems	E011	TPO	2 day	Call for Details	Call for course description
Inspection & Maintenance - Electically Actuated Valves	E012	TPO	2 days	Call for Details	Call for course description
Inspection & Maintenance - Electrical Heating	E013	TPO	2 days	Call for Details	Call for course description
Inspection & Testing Electrical Cables	E014	TPO	2 days	Call for Details	Call for course description
Electrical Testing and Test Equipment	E015	TPO	3 days	Call for Details	Call for course description

Technical Full Course List (contd.)

	Course Code	Location	Duration	Cost	Course Description
Process Operations					
Fault Diagnosis & Troubleshooting for Operators	P001	TPO	20 Days	Call for Details	Call for course description
Preparation for Commissioning	P002	TPO	5 Days	Call for Details	Call for course description
Applications of Process Drawings and P&IDs	P003	TPO	5 Days	Call for Details	Call for course description
Correct Use of Fittings & Hoses in Operations	P004	TPO	1 Day	Call for Details	Call for course description
Pyrophoric Scale & Benzyne Awareness	P005	TPO	1 day	Call for Details	Call for course description
Vessel Entry & Gas Testing	P006	TPO	2 days	Call for Details	Call for course description
Pipeline Pigging Operations	P007	TPO	5 Days	Call for Details	Call for course description
Furnace Operations (Start Up / Shut Down) and Steam Systems	P008	TPO	4 Days	Call for Details	Call for course description
Caustic Embrittlement	P009	TPO	1/2 Day	Call for Details	Call for course description
Isolation Selection	P010	TPO	5 Days	Call for Details	Call for course description
Radio Protocol	P011	TPO	1/2 Day	Call for Details	Call for course description
Turnaround Safety	P012	TPO	10 Days	Call for Details	Call for course description
Safe Isolation and Reinstatement of Plant (SIRP) Theory	P013	TPO	1 Day	Call for Details	Call for course description
Safe Isolation and Reinstatement of Plant (SIRP) Theory and Practical	P014	TPO	2 Days	Call for Details	Call for course description
Plant Utilities, Theory and Prectical	P015	TPO	5 Days	Call for Details	Call for course description
Plant Separation, Theory and Practical	P016	TPO	5 Days	Call for Details	Call for course description
Plant Crude Distillation, Thoery and Practicle	P017	TPO	5 Days	Call for Details	Call for course description
Plant Gas Sweetening, Theory and Precticle	P018	TPO	5 Days	Call for Details	Call for course description
Instrumentation Maintenance					
Safety Instrumented Systems (SIS)	I001	TPO	3 days	Call for Details	Call for course description
Advanced Fieldbus Systems	I002	TPO	4 Days	Call for Details	Call for course description
Advanced Process Control	I003	TPO	3 Days	Call for Details	Call for course description
Operation and Maintenance of Control Valves	I004	TPO	5 Days	Call for Details	Call for course description
Introduction to Fire & Gas Systems	I005	TPO	3 Days	Call for Details	Call for course description
PLC Fault Finding	I006	TPO	4 Days	Call for Details	Call for course description
Radar Level Measurement System	I007	TPO	3 Days	Call for Details	Call for course description
Advanced PLC Systems and Programming	I008	TPO	4 Days	Call for Details	Call for course description
Advanced DCS Systems	I009	TPO	5 Days	Call for Details	Call for course description
Inspection & Maintenance - ESD Systems	I010	TPO	4 Days	Call for Details	Call for course description
Inspection & Maintenance - Process Analysers	I011	TPO	3 Days	Call for Details	Call for course description
Inspection & Maintenance - Metering Systems	I012	TPO	3 Days	Call for Details	Call for course description
SIL and Functional Safety	I013	TPO	3 Days	Call for Details	Call for course description
Inspection & Maintenance - ESD Systems	I014	TPO	4 Days	Call for Details	Call for course description
Install & Maintenance - EX IS systems	I015	TPO	2 days	Call for Details	Call for course description
Inspection & Maintenance - EX IS systems	I016	TPO	2 days	Call for Details	Call for course description
PID Control Loop Tuning	I017	TPO	3 days	Call for Details	Call for course description

Management & Professional Development Courses



TPO Management and Professional Development (M&PD) Course Planner

	Course Code	Level	Location	Duration (Course Hours)	Prerequisite OOPT score	Delivery Options	(FT / PT)	Cost	Course Description		2020 Course Calendar						2021												
											Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
English Language & Key Skills																													
IELTS PREPARATION – PRE-INTERMEDIATE	F001	3	TPO/CP/OL	20 hours	20+	3 days full time or 5pm - 7pm for 10 days		Call for details	Call for course description		28-Jun			4-Oct			3-Jan			4-Apr			4-Jul			3-Oct			
ENGLISH FOR THE OIL AND GAS INDUSTRY - PRE - INTERMEDIATE	F004	2	TPO/CP/OL	120 hours	20+	1 month full time or 5pm - 7pm daily for 12 weeks		Call for details	Call for course description			9-Aug			1-Nov			31-Jan			2-May			1-Aug			31-Oct		
ENGLISH FOR CONSTRUCTION - PRE - INTERMEDIATE	F006	2	TPO/CP/OL	120 hours	20+	1 month full time or 5pm - 7pm daily for 12 weeks		Call for details	Call for course description			9-Aug			1-Nov			31-Jan			2-May			1-Aug			31-Oct		
ENGLISH FOR BUSINESS AND MANAGEMENT - INTERMEDIATE	F008	2	TPO/CP/OL	120 hours	40+	1 month full time or 5pm - 7pm daily for 12 weeks		Call for details	Call for course description			9-Aug			1-Nov			31-Jan			2-May			1-Aug			31-Oct		
TECHNICAL ENGLISH - PRE INTERMEDIATE	F011	6	TPO/CP/OL	300 hours	20+	2.5 months full time or 5pm - 7pm daily for 30 weeks		Call for details	Call for course description				6-Sep				3-Jan				2-May				5-Sep				
TECHNICAL MATHEMATICS - PRE INTERMEDIATE	F016	3	TPO/CP/OL	50 hours	20+	8 days full time or 5pm - 7pm for 5 weeks		Call for details	Call for course description					4-Oct				31-Jan				30-May				3-Oct			
ENGLISH FOR HEALTH AND SAFETY - PRE INTERMEDIATE	F019	1	TPO/CP/OL	50 hours	20+	8 days full time or 5pm - 7pm for 5 weeks		Call for details	Call for course description					4-Oct				31-Jan				30-May				3-Oct			
Management and Professional Development (M&PD)																													
M/PD - LEADERSHIP	F022	1	TPO/CP/OL	6 hours	40+	1 day full time or 5pm - 7pm for 3 days		Call for details	Call for course description		28-Jun			4-Oct			3-Jan			4-Apr			4-Jul			3-Oct			
M/PD - PRESENTATIONS	F024	1	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days		Call for details	Call for course description		28-Jun			4-Oct			3-Jan			4-Apr			4-Jul			3-Oct			
M/PD - PROBLEM SOLVING	F026	1	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days		Call for details	Call for course description			9-Aug			1-Nov			31-Jan			2-May			1-Aug			31-Oct		
M/PD - CRITICAL THINKING	F027	1	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days		Call for details	Call for course description			9-Aug			1-Nov			31-Jan			2-May			1-Aug			31-Oct		
M/PD - SETTING GOALS	F030	1	TPO/CP/OL	12 hours	30+	2 days full time or 5pm - 7pm for 6 days		Call for details	Call for course description				6-Sep			29-Nov			28-Feb			30-May			5-Sep			5-Dec	
M/PD - EMPLOYABILITY SKILLS	F031	1	TPO/CP/OL	12 hours	20+	2 days full time or 5pm - 7pm for 6 days		Call for details	Call for course description				6-Sep			29-Nov			28-Feb			30-May			5-Sep			5-Dec	
M/PD - DELEGATING	F032	1	TPO/CP/OL	4 hours	20+	1/2 day full time or 5pm - 7pm for 2 days		Call for details	Call for course description					4-Oct				31-Jan				30-May				3-Oct			
M/PD - ASSERTIVENESS	F033	1	TPO/CP/OL	6 hours	30+	1 day full time or 5pm - 7pm for 3 days		Call for details	Call for course description					4-Oct				31-Jan				30-May				3-Oct			

KEY - LOCATIONS AVAILABLE
TPO = TAKATUF PETROFAC OMAN (LOCATED AT KOM)
CP = CLIENT PREMISES
OL = ONLINE LEARNING (INSTRUCTOR LED)

KEY - OTHER
OOPT = ONLINE OXFORD PLACEMENT TEST
FT = FULL TIME
PT = PART TIME

ENGLISH LEVELS FOR REFERENCE
ELEMENTARY - CEFR A1 - OOPT 10+ AS PRE-REQUISITE
PRE - INTERMEDIATE - CEFR A2 - OOPT 20+ AS PRE-REQUISITE
INTERMEDIATE - CEFR B1 - OOPT 40+ AS PRE-REQUISITE
UPPER - INTERMEDIATE - CEFR B2 - OOPT 60+ AS PRE-REQUISITE
ADVANCED - CEFR C1 - OPT 80+ AS PRE - REQUISITE
PROFICIENT - CEFR C2 - OOPT 100+ AS PRE - REQUISITE

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TPO Management and Professional Development (M&PD) Full Course List

	Course Code	Location	Duration Hours	Prerequisite OOPT score	Delivery Options	Cost	Course Description
English for Specific Purposes							
IELTS PREPARATION – PRE-INTERMEDIATE (CEFR A2)	F001	TPO/CP/OL	20 hours	20+	3 days full time or 5pm - 7pm for 10 days	Call for details	Call for course description
IELTS PREPARATION – INTERMEDIATE (CEFR B1)	F002	TPO/CP/OL	20 hours	40+	3 days full time or 5pm - 7pm for 10 days	Call for details	Call for course description
IELTS PREPARATION – UPPER INTERMEDIATE (CEFR B2)	F003	TPO/CP/OL	20 hours	60+	3 days full time or 5pm - 7pm for 10 days	Call for details	Call for course description
ENGLISH FOR THE OIL AND GAS INDUSTRY I	F004	TPO/CP/OL	120 hours	20+	1 month full time or 5pm - 7pm daily for 12 weeks	Call for details	Call for course description
ENGLISH FOR THE OIL AND GAS INDUSTRY II	F005	TPO/CP/OL	120 hours	30+	1 month full time or 5pm - 7pm daily for 12 weeks	Call for details	Call for course description
ENGLISH FOR CONSTRUCTION I	F006	TPO/CP/OL	120 hours	20+	1 month full time or 5pm - 7pm daily for 12 weeks	Call for details	Call for course description
ENGLISH FOR CONSTRUCTION II	F007	TPO/CP/OL	120 hours	30+	1 month full time or 5pm - 7pm daily for 12 weeks	Call for details	Call for course description
ENGLISH FOR BUSINESS AND MANAGEMENT I	F008	TPO/CP/OL	120 hours	40+	1 month full time or 5pm - 7pm daily for 12 weeks	Call for details	Call for course description
ENGLISH FOR BUSINESS AND MANAGEMENT II	F009	TPO/CP/OL	120 hours	50+	1 month full time or 5pm - 7pm daily for 12 weeks	Call for details	Call for course description
TECHNICAL ENGLISH BEGINNER (LEVEL 2)	F010	TPO/CP/OL	300 hours	10+	2.5 months full time or (5pm - 7pm) daily for 30 weeks	Call for details	Call for course description
TECHNICAL ENGLISH PRE INTERMEDIATE A (LEVEL 3)	F011	TPO/CP/OL	300 hours	20+	2.5 months full time or (5pm - 7pm) daily for 30 weeks	Call for details	Call for course description
TECHNICAL ENGLISH PRE INTERMEDIATE B (LEVEL 4)	F012	TPO/CP/OL	300 hours	30+	2.5 months full time or (5pm - 7pm) daily for 30 weeks	Call for details	Call for course description
TECHNICAL ENGLISH INTERMEDIATE A (LEVEL 5)	F013	TPO/CP/OL	300 hours	40+	2.5 months full time or (5pm - 7pm) daily for 30 weeks	Call for details	Call for course description
TECHNICAL ENGLISH INTERMEDIATE B (LEVEL 6)	F014	TPO/CP/OL	300 hours	50+	2.5 months full time or (5pm - 7pm) daily for 30 weeks	Call for details	Call for course description
TECHNICAL ENGLISH UPPER INTERMEDIATE (LEVEL 7)	F015	TPO/CP/OL	300 hours	60+	2.5 months full time or (5pm - 7pm) daily for 30 weeks	Call for details	Call for course description
Key Skills							
TECHNICAL MATHEMATICS I	F016	TPO/CP/OL	50 hours	20+	8 days full time or 5pm - 7pm for 5 weeks	Call for details	Call for course description
TECHNICAL MATHEMATICS II	F017	TPO/CP/OL	50 hours	20+	8 days full time or 5pm - 7pm for 5 weeks	Call for details	Call for course description
TECHNICAL MATHEMATICS III	F018	TPO/CP/OL	50 hours	20+	8 days full time or 5pm - 7pm for 5 weeks	Call for details	Call for course description
ENGLISH FOR HEALTH AND SAFETY	F019	TPO/CP/OL	50 hours	20+	8 days full time or 5pm - 7pm for 5 weeks	Call for details	Call for course description

	Course Code	Location	Duration Hours	Prerequisite OOPT score	Delivery Options	Cost	Course Description
Management and Professional Development							
M/PD - EFFECTIVE COMMUNICATION	F020	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - TEAMWORK AND TEAM BUILDING	F021	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - LEADERSHIP	F022	TPO/CP/OL	6 hours	40+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - EFFECTIVE TIME MANAGEMENT	F023	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - PRESENTATIONS	F024	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - MANAGING STRESS	F025	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - PROBLEM SOLVING	F026	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - CRITICAL THINKING	F027	TPO/CP/OL	6 hours	20+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description
M/PD - DECISION MAKING	F028	TPO/CP/OL	4 hours	20+	1/2 day full time or 5pm - 7pm for 2 days	Call for details	Call for course description
M/PD - INTERNATIONAL BUSINESS ETIQUETTE	F029	TPO/CP/OL	4 hours	20+	1/2 day full time or 5pm - 7pm for 2 days	Call for details	Call for course description
M/PD - SETTING GOALS	F030	TPO/CP/OL	12 hours	30+	2 days full time or 5pm - 7pm for 6 days	Call for details	Call for course description
M/PD - EMPLOYABILITY SKILLS	F031	TPO/CP/OL	12 hours	20+	2 days full time or 5pm - 7pm for 6 days	Call for details	Call for course description
M/PD - DELEGATING	F032	TPO/CP/OL	4 hours	20+	1/2 day full time or 5pm - 7pm for 2 days	Call for details	Call for course description
M/PD - ASSERTIVENESS	F033	TPO/CP/OL	6 hours	30+	1 day full time or 5pm - 7pm for 3 days	Call for details	Call for course description



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