



Workshop on Finance for Non-Finance Professionals in the Oil & Gas Industry

April 7 – 11, 2025, 1st Run: Lagos & Abuja

September 22 – 26, 2025, 2nd Run: Lagos & Port Harcourt

For Tutor -Led Class: 9am – 4:30pm

Workshop fee: N400, 000 per Participant

For online: Delivery via Zoom

Online course fee: N350, 000 per Participant

Available for In-plant Training

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

Program overview:

This comprehensive training program is designed to equip professionals in the oil and gas industry with fundamental financial knowledge and skills tailored to their sector. Whether you're a project manager, engineer, geologist, or part of the support staff, this course will demystify financial concepts and enhance your ability to make informed decisions that impact your projects and organization.

For Whom:

This course is designed for professionals in the oil and gas sector who do not have a formal background in finance but need to understand financial principles for operations, marketing, production management team, marketing, HR and Administration professionals who need to contribute to budget preparation, Professionals who aspire to manage departments where financial control is key, Risk managers who wish to learn the latest techniques and Finance staff who wish to improve on their knowledge will benefit from this course.

Learning objectives:

At the end of this course, participants will be able to:

- read and interpret key financial documents with confidence;
- develop and manage budgets and cost controls effectively;
- make data-driven decisions using financial analysis and forecasting techniques;
- evaluate and justify investments and financing options for projects; and
- navigate financial regulations and standards pertinent to the oil and gas industry.

Course Outline:

Day 1: Introduction to Financial Fundamentals

Basic Financial Concepts

- Key financial statements (Balance Sheet, Income Statement, Cash Flow Statement)
- Essential financial terms and concepts

Understanding Financial Statements

- Detailed breakdown of each statement
- How to interpret financial metrics and ratios

Class exercise: Analyzing sample financial statements and discussing insights

Day 2: Cost Management and Budgeting

Cost Classification and Analysis

- Fixed vs. variable costs
- Direct and indirect costs

Budgeting Basics

- Budget types (operational, capital)

Human Capital Associates Global Consult Ltd is Accredited by Nigeria Council for Management Development (NCMD)

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

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

- Budget preparation and management

Cost Control Techniques

- Monitoring and controlling costs
- Techniques for cost optimization

Class exercise: Creating and analyzing a budget for a hypothetical oil & gas project

Day 3: Financial Analysis and Decision Making

Financial Analysis Techniques

- Profitability analysis (gross margin, operating margin)
- Efficiency ratios (ROE, ROA, asset turnover)

Break-Even Analysis and Forecasting

- Understanding break-even points
- Basics of financial forecasting and projections

Making Data-Driven Decisions

- Using financial data to support decisions
- Real-world examples and case studies from the oil & gas sector

Class exercise: Performing a financial analysis and forecasting exercise

Day 4: Capital Budgeting and Investment Analysis

Capital Budgeting Basics

- Key concepts (Net Present Value, Internal Rate of Return, Payback Period)
- Evaluating investment opportunities

Risk Management

- Identifying and assessing financial risks
- Techniques for managing investment risk

Investment Appraisal in Oil & Gas

- Unique considerations for the oil & gas sector
- Case studies on capital budgeting in oil & gas projects

Class exercise: Analyzing an investment opportunity using capital budgeting techniques

Day 5: Financing, Regulatory Standards, and

Sector-Specific Considerations

Funding and Financing Options

- Overview of financing structures (debt, equity, project finance)
- Impact of financing on projects and company health

Regulatory and Accounting Standards

- Industry-specific regulations (IFRS, GAAP)
- Compliance and its financial implications

Sector-Specific Financial Considerations

- Understanding market dynamics and their financial impacts
- Exploration, production, and operational cost

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

LOCATIONS

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

2 - Pearls Learning Hub, Plot 756, Opposite Divine Hand of God Ministry, Area 1, Garki, Abuja.

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

Open Course Fee: 400, 000
In-plant Fee Negotiable

WORKSHOP FEE:

N400, 000 per participant, VAT –N30, 000

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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