

MINIMUM REQUIREMENTS FOR THE ESTABLISHMENT OF MISTDO SAFETY TRAINING CENTER

1. Oil and Gas Industry Service Permit (OGISP) basic documentation requirements.
2. The training facility should:
 - a. Be fully fenced to ensure safety of personnel.
 - b. Be aesthetically pleasing and accessible.
 - c. Possess a signage at a visible location.
 - d. Availability of Computers/Library/Offices.
 - e. Have classroom(s) with minimum capacity of sixteen (16) trainees, furnished with tables and chairs, adequate ventilation, adequate lighting, audio-visual capabilities and internet access.
 - f. Have designated areas for hands-on practical clearly delineated.
 - g. Have medical personnel (doctors, nurses etc) on ground and functional medical equipment (first aid kits, etc.)
 - h. Possess uninterrupted power supply
 - i. Possess monitoring and surveillance systems such as CCTV etc.
 - j. Have a clean and pest-free eatery/canteen with potable water supply.
 - k. Have public convenience
 - l. Possess simulation equipment as applicable
 - m. Have other equipment that may be determined by the DPR from time to time
3. The Management System should:
 - a. Have a clearly defined organogram
 - b. Have a Management commitment,
 - c. Have Third party certification/accreditation
 - d. Have Trainees and staff feedback system
 - e. Have clearly defined emergency procedures and emergency response systems
 - f. Have document/data management and control policy
 - g. Have inspection and maintenance policy/procedure
4. Develop Risk Assessment Procedure for hands-on practical sessions and documentation for the corresponding mitigation/corrective measures.
5. Qualified instructors with valid and applicable certifications (curriculum vitae, copies of certificates). Instructors must also possess adequate years of experience.
6. Availability of major relevant equipment for training and equipment maintenance/spares strategy.
7. Robust course syllabuses including standard operating procedures (SOP) for practical training sessions
8. Prepared training materials for applicable module(s); presentation contents in line with applicable MISTDO module objectives.
9. Third party certification/accreditation (international/national) of training courses.

10. Administrative computer systems and ICT capabilities (hardware and software) to access MISTDO approved training provider portal.