



DEPARTMENT OF PETROLEUM RESOURCES

GUIDELINES AND REQUIREMENTS FOR THE APPLICATION OF OIL AND GAS INDUSTRY SERVICES PERMIT (OGISP)

2015 Edition

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INTRODUCTION:

This document is to provide guidance to applicants while applying for service permits under the existing categorization/classifications, particularly in the area of choosing jobs and knowing the appropriate categories/classification such service(s) belong, the maximum number of jobs permissible under the cover of a permit, relevant accreditation/registration documents required for some services and assigned statutory fees, amongst others. There are three (3) categories of jobs viz: General, Major and Specialized categories. A company may apply for and obtain permits in more than one category, provided it is registered by Corporate Affairs Commission (CAC), and has the appropriate legal status as well as the competencies/capabilities/equipment for carrying out such jobs. **This guideline is however not exhaustive.**

LEGAL FRAMEWORK

These guidelines are issued pursuant to Section 8, subsection 1(a) and 9, subsection 1(a) & (h) of the Petroleum (Drilling and Production) Amendment Regulations 1988, which empowers the Director of Petroleum Resources to formulate Regulations/Guidelines from time to time for the smooth and safe operations in the Oil and Gas Industry and section 60A of the Petroleum (Drilling and Production) Amendment Regulations 1988, which provides that no company shall render or be engaged to render technical services to the Oil Industry without first being registered and issued a permit to carry out such services by the Director of Petroleum Resources. On the basis of this legal framework, any service company that operates in the Oil and Gas sector without a service permit is in contravention of the provision of the above Regulation.

GENERAL INFORMATION

1. EFFECTIVE JANUARY 1, 2012 ALL PERMITS ISSUED PURSUANT TO THESE GUIDELINES SHALL EXPIRE ON THE ANNIVERSARY OF THE DATE OF ISSUE.
2. DPR DOES NOT ENCOURAGE THE USE OF TOUTS, AND WILL NOT INDEMNIFY ANY COMPANY OR PERSON AGAINST ANY LOSS ARISING THEREFROM.
3. FORGED AND/OR FAKE DOCUMENTS RENDERS AN APPLICATION VOID AND STATUTORY FEES PAID WILL BE FORFEITED (company to be blacklisted).
4. APPLICATIONS ARE RECEIVED THROUGHOUT THE YEAR: FOR ENQUIRIES, PLEASE VISIT OGISP WEBSITE (ogisp.dpr.gov.ng) OR CALL 2790000 EXT. 50240 – 2, 9037150 OR LIVE CHAT.
5. ALL APPLICATIONS IN THE MAJOR AND SPECIALIZED CATEGORIES MAY BE SUBJECT TO FURTHER EVALUATION. SUCH APPLICATIONS MAY TAKE LONGER TO PROCESS.
6. TAX CLEARANCE CERTIFICATES UPLOADED IN APPLICATIONS DURING THE PRECEDING PERMIT YEAR REMAIN VALID AND ACCEPTABLE FOR PERMITS RENEWAL PURPOSES UNTIL 30TH APRIL OF THE NEW PERMIT YEAR (THIS IS IN LINE WITH THE FEDERAL TAX LAWS).
7. COMPANIES REGISTERED AS ENTERPRISES CAN APPLY FOR AND BE ISSUED MAJOR CATEGORY PERMIT ONLY IN CERTAIN AREAS OF CONSULTANCY SERVICES E.G. LEGAL, ARCHITECTURE, QUANTITY SURVEYING, ESTATE/PROPERTY MGT. ETC THEY WILL NOT BE ACCEPTED FOR SPECIAL CATEGORY PERMITS (REFER TO EXEMPTIONS TO THE GENERAL RULE: ENTERPRISES ARE

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ALLOWED TO OFFER TECHNICAL CONSULTANCY AS IN SECTION 56 OF THE COMPANIES ACT).

8. PERSONAL INCOME TAX CLEARANCE OF DIRECTORS FOR COMPANIES REGISTERED AS ENTERPRISES ARE ACCEPTABLE; ONLY FEDERAL INLAND REVENUE SERVICES (FIRS) TAX CERTIFICATES (WHT) ARE ACCEPTABLE FOR LIMITED LIABILITY COMPANIES.
9. SERVICE PROVIDERS (COMPANIES) THAT FAIL TO RENEW THEIR PERMITS FOR MORE THAN THREE (3) CONSECUTIVE YEARS WILL HAVE THEIR APPLICATIONS TREATED AS NEW.
10. ALL APPLICATIONS FOR CRITICAL SERVICES (SPECIALIZED CATEGORY) SHALL REQUIRE: RELEVANT CERTIFICATIONS; REGISTRATION AND/OR AVAILABILITY OF APPROPRIATE EQUIPMENT. SERVICES ARE TO CONFORM WITH INTERNATIONALLY RECOGNIZED SYSTEMS E.G. DIVING; UNDERWATER INSPECTIONS AND RELATED SERVICES. THESE SHALL INCLUDE EVIDENCE OF AVAILABILITY OF DIVERS TO THE COMPANY; VALID PROFESSIONAL DIVING QUALIFICATION(S); VALID MEDICAL CERTIFICATION BY A HYPERBARIC DOCTOR & RELEVANT EQUIPMENT. COMPANIES SEEKING TO OFFER ROPE ACCESS SERVICES MUST HAVE CERTIFICATION SUCH AS IRATA CONFIRMING QUALITY, TRAINING & SAFE WORK PRACTICES AT HEIGHTS.
11. ALL OFFSHORE OPERATIONS/OPERATORS MUST INDICATE AVAILABILITY/ POSSESSION OF OFFSHORE SAFETY PERMIT (OSP) OBTAINABLE FROM DPR FOR STAFF.
12. SUCCESSFUL PRESENTATION & APPROVAL ISSUED FOR INTENDED WASTE MANAGEMENT SERVICES, LABORATORY SERVICES AND SAFETY TRAINING PROVIDERS SHALL PRECEDE THE ISSUANCE OF A PERMIT.
13. THE SERVICES LISTED UNDER THE THREE BROAD CATEGORIES ARE NOT EXHAUSTIVE. SERVICE PROVIDERS SHOULD SEEK FOR GUIDANCE BEFORE SUBMISSION. PLEASE, FOR ENQUIRIES: VISIT OGISP WEBSITE (ogisp.dpr.gov.ng) OR CALL 2790000 EXT. 50240 – 2, 9037150 OR LIVE CHAT.
14. GRANTING OF MULTIPLE JOBS UNDER THE COVER OF ONE PERMIT SHALL BE BASED ON COMPANY'S CAPABILITIES AND WILL BE AT THE DISCRETION OF THE DIRECTOR OF PETROLEUM RESOURCES.
15. THIS GUIDELINE IS SUBJECT TO REVIEW WITHOUT NOTICE AT THE DISCRETION OF THE DIRECTOR OF PETROLEUM RESOURCES.

COMPLETING THE ONLINE APPLICATION

All applications are applied online.

- (1) **Online Application** – It must be duly completed. All addresses, telephone numbers and e-mail must be correct and functional at the time of submission. **Any change should be promptly communicated to the Department.**
- (2) **Documents** – All required documents should be clearly scanned and uploaded to the portal using PDF or JPEG format (4MB maximum)
Uploading Zipped documents not allowed.
- (3) **Expatriate Quota** – Companies requiring Expatriate Quota for their businesses in the oil and gas sector are required to justify to the DPR, the positions needed before applying to the Federal Ministry of Interior. Such companies are also required to make annual returns to the Department on their HR Indigenization programme. **Any position or quota not endorsed/approved by the Director of Petroleum Resources will not be accepted..**
- (4) **Certification by Professional Bodies** – Applications under major and specialized categories whereby services are rendered by professionals or licensed/certified practitioners are required to attach certificates of membership of Company or relevant documents that govern or control such operations in Nigeria e.g. (i) **COREN for construction and engineering.** (ii) **Nigerian Environmental Society (NES), Institute of Safety Professionals of Nigeria (ISPON), Nigerian Institute of Science and Laboratory Technologists (NISLT), Nigerian Conservation Society (NCS) etc. for environmental related jobs.** (iii) **Nigerian Security & Civil Defense approval for security jobs, Nigerian Ports Authority (NPA) and Customs licence for Freight, Clearing and Forwarding. Others include Nigerian Bar Association (NBA), Pharmaceutical Council of Nigerian (PCN), Nigerian Tourism Council, Nigerian Maritime Administration and Safety Agency (NIMASA), Recruiters License for Manpower Supply etc.**

HEALTH, SAFETY, ENVIRONMENT AND COMMUNITY (HSEC) Policy – This should reflect the nature of the job i.e. should be operations/job specific; and applies to companies whose operations are within communities.

INSPECTIONS

The DPR would conduct inspection/assessment of the facilities for all new applicants under the major and specialized categories, prior to a consideration for the issuance of permits. Inspections would also be conducted on companies whose permits had not been renewed for more than three (3) years preceding an application. All applications under Major and Specialized categories will be subjected to further evaluation

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STATUTORY FEES

All statutory fees remain unchanged except for newly introduced processing fees as highlighted hereunder:

| CATEGORY | STATUTORY FEE (₦) | PROCESSING FEE (₦) |
|--------------------|------------------------------|-------------------------------|
| General | 5,000.00 | 500.00 |
| Major | 25,000.00 | 2,500.00 |
| Specialized | 250,000.00 | 7,500.00 |

MODE OF PAYMENT

Payments can be made directly through any Nigerian bank or any convenient electronic payment option – Mastercard, Visa, Verve, Quickteller

PAYMENT DOES NOT GUARANTEE A PERMIT!!

HOW TO APPLY

Applicants for either renewal or new permit should apply by going through the following processes:

- Step 1: logon to: www.dpr.gov.ng or ogisp.dpr.gov.ng
- Step 2: create your company account
- Step 3: fill application form
- Step 4: attach all applicable documents
- Step 5: submit your application

PROCESSING OF APPLICATIONS

Applications will be processed within 72 Hours. Successful applicants can print permit(s) on-line.

DOCUMENT VERIFICATION AND PENALTIES

Please note that applications with false or forged documents will be disqualified with applicant forfeiting the remitted fees. DPR also reserves the right to prosecute on this regard.

USE OF REPRESENTATIVES

DPR will not deal with unauthorized representatives of applicant

CATEGORIES OF PERMIT

There are three categories of permits: Namely; General Purpose, Major and Specialized.

GENERAL PURPOSE

This category covers **minor supply, works and maintenance** services; and companies in this category provide services that do not require specialized or certified competences. Applicants are therefore, expected to choose maximum of three (3) services/jobs from the three (3) classifications; not more than two services from the **works** classification.

Registration under the General Purpose Category attracts a statutory fee of **₦5,000.00 (Five Thousand Naira) with processing fee of ₦500.00 (Five hundred naira).**

The following are job groupings under this category:

| NO. | SERVICES |
|-------|--|
| 1.1.1 | <p><u>WORKS (Artisans):</u></p> <ol style="list-style-type: none"> 1. Minor Welding 2. Minor Plumbing 3. Minor Painting 4. Photographic |
| 1.1.2 | <p><u>MAINTENANCE (Artisans):</u></p> <ol style="list-style-type: none"> 1. Minor Civil 2. Minor Mechanical 3. Minor Electrical |
| 1.1.3 | <p><u>SUPPLY:</u></p> <ol style="list-style-type: none"> 1. Minor Civil Maintenance Materials 2. Minor Mechanical Maintenance Materials 3. Minor Electrical Maintenance Materials 4. Plumbing Materials 5. Office Stationery 6. Minor Computer Accessories/Consumables 7. Welding Materials 8. Minor Catering Services (Provision of Snacks and Beverages for Meetings, etc.) |
| 1.1.4 | <p>Others as may be determined and/or endorsed by the Director, Department of Petroleum Resources.</p> |

**GENERAL PURPOSE CATEGORY
NEW OR RENEWAL APPLICATION DOCUMENTS (ORIGINAL) TO BE UPLOADED**

| S/N | DOCUMENT |
|------------|---|
| 1. | CERTIFICATE OF INCORPORATION OR CERTIFICATE OF REGISTRATION (FOR AN ENTERPRISE) |
| 2. | FORM C.07/CAC 7/CAC 2.3 OR COPIES OF CAC FORMS 7.6, 6 & 2 |
| 3. | COMPANY'S CURRENT TAX CLEARANCE CERTIFICATE AND VAT CERTIFICATE. |
| 4. | EMPLOYEE'S COMPENSATION SCHEME (NIGERIA SOCIAL INSURANCE TRUST FUND-NSITF) |
| | |

MAJOR CATEGORY

1.2 Major Category

Companies who wish to register under the Major Category are required to possess relevant and verifiable technical/special skills and the statutory registration fee is **₦25,000.00 (Twenty Five Thousand Naira) with processing fee of ₦2,500.00 (Two Thousand and Five hundred naira).**

Please note that the job specifications are not exhaustive. They are grouped as follows:

| NO. | SERVICES | | | | |
|--|---|---|--|--|---|
| 1.2.1 | <p><u>REHABILITATION/UPGRADE/FABRICATION WORKS:</u></p> <p>(A) Civil Works</p> <ol style="list-style-type: none"> 1. Minor Civil, 2. Culverts 3. Drainage 4. Onshore Scaffolding <p>(B) Mechanical Works</p> <ol style="list-style-type: none"> 5. Minor Mechanical 6. Minor Metal Fabrication 7. Underground Storage Tanks (UST) 8. Surface Storage Tanks (SST) 9. Overhead Tanks <p>(C) Electrical Works</p> <ol style="list-style-type: none"> 10. Minor Electrical <p>(Maximum of two (2) related services will be assigned to a permit)</p> | | | | |
| 1.2.2 | <p><u>ONSHORE PIPELINE/STORAGE FACILITY MAINTENANCE:</u></p> <ol style="list-style-type: none"> 1. Pipeline maintenance 2. Storage facility maintenance 3. Pipeline Pigging and Inspection 4. Non-Destructive Testing (NDT) 5. Corrosion Prevention & Control Services 6. Cathodic Protection & Coating 7. Pipeline Monitoring & ROW surveillance <p>(Maximum of two (2) services will be assigned to a permit)</p> | | | | |
| 1.2.3 | <p><u>EQUIPMENT/MATERIAL SUPPLY SERVICES:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>(A) ICT Supplies</p> <ol style="list-style-type: none"> 1. Computers/Data Storage System 2. Communication Equipment 3. Office and Household Appliances </td> <td style="width: 50%; vertical-align: top;"> <p>(C) Safety, Lab & Chemical Supplies</p> <ol style="list-style-type: none"> 7. Laboratory Equipment supply 8. Safety Equipment (PPE) 9. Chem. Supply (Gen. Purpose/Analar Grade) 10. Paints/coatings/Sealants 11. Fire and Gas extinguishers </td> </tr> <tr> <td style="vertical-align: top;"> <p>(B) Heating, Cooling & Energy Products</p> <ol style="list-style-type: none"> 4. Cold Room Services 5. Heating & Cooling Equipment 6. Solar Energy Products </td> <td style="vertical-align: top;"> <p>(D) Mechanical Parts</p> <ol style="list-style-type: none"> 12. Valves Up to 12”, Nozzles & Flanges 13. Seals, “O” rings, Bolts and Nuts. </td> </tr> </table> <p>Maximum of two (2) related services will be assigned to a permit)</p> | <p>(A) ICT Supplies</p> <ol style="list-style-type: none"> 1. Computers/Data Storage System 2. Communication Equipment 3. Office and Household Appliances | <p>(C) Safety, Lab & Chemical Supplies</p> <ol style="list-style-type: none"> 7. Laboratory Equipment supply 8. Safety Equipment (PPE) 9. Chem. Supply (Gen. Purpose/Analar Grade) 10. Paints/coatings/Sealants 11. Fire and Gas extinguishers | <p>(B) Heating, Cooling & Energy Products</p> <ol style="list-style-type: none"> 4. Cold Room Services 5. Heating & Cooling Equipment 6. Solar Energy Products | <p>(D) Mechanical Parts</p> <ol style="list-style-type: none"> 12. Valves Up to 12”, Nozzles & Flanges 13. Seals, “O” rings, Bolts and Nuts. |
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| 1.2.4 | <p><u>CONSULTANCY:</u></p> <ol style="list-style-type: none"> 1. Media and Publicity 2. Training/Manpower Development (Basic Safety, Software/IT, Engineering, Finance/Accounts, Management /Admin, Soft Skills Trainings.) 3. Community Relations 4. Nigerian Manpower Supply (Nigerian Professionals only) 5. Security Services (Security equipment/devices, Pipeline Surveillance, Armed guards etc), 6. Medical Consultancy 7. Information Technology (Hardware and Software management) 8. Legal Services 9. Architectural Services 10. Engineering Services (0-50,000 man-hours) 11. Quantity Surveying and Estate Management 12. Local Freight/Clearing and Forwarding 13. Horticulture/Landscaping 14. Furnishing and Interior/Exterior Decoration 15. Insurance Brokerage 16. QA/QC Services 17. Events Planning 18. Geotechnical services 19. Hydrogeology <p>(One (1) service will be assigned to a permit)</p> |
| 1.2.5 | <p><u>WATER BOREHOLE:</u></p> <ol style="list-style-type: none"> 1. Water Borehole Drilling, 2. Borehole Water Treatment 3. Borehole Water Maintenance <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.6 | <p><u>PROTOCOL AND LOGISTICS:</u></p> <ol style="list-style-type: none"> 1. Car/Vehicle Hire and Leasing 2. Protocol Services 3. Travel Agencies, etc. 4. Vehicle Documentation <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.7 | <p><u>LABORATORY:</u></p> <ol style="list-style-type: none"> 1. Environmental Quality Monitoring 2. Bio-monitoring 3. Bio-degradability Studies 4. Petroleum Quality Monitoring 5. Medical Investigation 6. Sample Storage and Preservation <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.8 | <p><u>ONSHORE ENVIRONMENTAL:</u></p> <ol style="list-style-type: none"> 1. Environmental Assessment/Studies (EIA, EER, EAR, PIA) 2. Office and Domestic Waste Management (Non-Hazardous) 3. Office Fumigation and Sanitation etc. 4. Sewage Evacuation & Disposal <p>(Maximum of two (2) services will be assigned to a permit)</p> |

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| 1.2.9 | <p><u>INSTALLATION AND MAINTENANCE SERVICES</u></p> <ol style="list-style-type: none"> 1. Civil Installation/Maintenance & Materials 2. Mechanical Installation/Maintenance & Materials 3. Electrical Installation/Maintenance & Materials 4. Plumbing Installation/Maintenance & Materials. |
| 1.2.10 | <p><u>AVIATION SUPPORT:</u></p> <ol style="list-style-type: none"> 1. Supply, Installation and Maintenance of Air Navigational/Communicational Equipment 2. Aviation Logistics |
| 1.2.11 | <p><u>SURVEY:</u></p> <ol style="list-style-type: none"> 1. Land, 2. Topographic 3. Geodetic Survey services <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.12 | <p><u>INTEGRITY TEST</u></p> <ol style="list-style-type: none"> 1. Pressure Testing/Leak Detection of Vessels/Pipelines 2. Surface and Underground Oil and Gas Storage Tanks |
| 1.2.13 | <p><u>CALIBRATION:</u></p> <ol style="list-style-type: none"> 1. Calibration of Petroleum Storage Tanks 2. Oil and Gas Measurement/equipment 3. Relief/Pressure Safety Valves Certification, etc. 4. Laboratory Equipment <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.14 | <p><u>HAULAGE:</u></p> <ol style="list-style-type: none"> 1. Road Haulage 2. Petroleum Products Haulage 3. Domestic Waste Transportation <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.15 | <p><u>MEDICAL/PHARMACEUTICAL:</u></p> <ol style="list-style-type: none"> 1. Pharmaceutical Supplies 2. Medical Equipment Supplies 3. Dietitians, 4. Veterinary Services <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.16 | <p><u>HOSPITALITY:</u></p> <ol style="list-style-type: none"> 1. Lodging/Boarding (0 – 25 rooms) 2. Onshore Catering and other related services 3. Laundry Services <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.17 | <p><u>PRINTING:</u></p> <ol style="list-style-type: none"> 1. Publishing and Corporate Branding (Calendars, Cards, Plaques, Monogramming) 2. Educational Material |
| 1.2.18 | <p><u>AUTOMOBILE:</u></p> <ol style="list-style-type: none"> 1. Sales and Maintenance of Cars/Vehicles (without Showroom) |
| 1.2.19 | <p><u>DATA AND MEASUREMENT:</u></p> <ol style="list-style-type: none"> 1. Ullage 2. Fiscalization 3. Cargo Survey <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.2.20 | <p>Others as may be determined and/or and endorsed by the Director, Department of Petroleum Resources.</p> |

MAJOR CATEGORY FOR NEW/RENEWAL APPLICATIONS DOCUMENTS (ORIGINAL) TO BE UPLOADED

| S/N | DOCUMENT |
|-----|---|
| 1 | CERTIFICATE OF INCORPORATION |
| 2. | CERTIFIED TRUE COPY OF MEMORANDUM & ARTICLES OF ASSOC. |
| 3. | CERTIFIED TRUE COPY OF FORM C.07/CAC2.3/CAC 7 |
| 4. | CURRENT TAX CLEARANCE CERTIFICATE |
| 5. | COMPANY'S PROFILE |
| 6. | COMPREHENSIVE STAFF LIST & CURRICULUM VITAE OF KEY STAFF (SHOULD INCLUDE POSITION & QUALIFICATION OF STAFF) |
| 7. | LIST OF EQUIPMENT/FACILITY AVAILABLE TO THE COMPANY |
| 8. | DPR ENDORSED REQUEST FOR EXPATRIATE QUOTA (WHERE APPLICABLE) |
| 9 | LIST OF APPROVED EXPATRIATE QUOTA POSITION & THEIR NIGERIAN UNDERSTUDIES |
| 10. | PROPOSED TRAINING PROGRAMME FOR NIGERIAN STAFF FOR THE CURRENT YEAR |
| 11. | REGISTRATION BY RELEVANT PROFESSIONAL BODY |
| 12. | TECHNICAL AGREEMENT OR MOU WITH NIGERIAN COMPANY/DPR ACCREDITED LABORATORY (WHERE APPLICABLE) |
| 13. | EMPLOYEE'S COMPENSATION SCHEME (NIGERIA SOCIAL INSURANCE TRUST FUND-NSITF) |
| 14. | HEALTH, SAFETY, ENVIRONMENT AND COMMUNITY (HSEC) |
| 15. | CURRENT MEDICAL RETAINERSHIP AGREEMENT WITH A HOSPITAL OR CLINIC LOCATED IN COMPANY'S OPERATIONAL LOCATION |
| 16 | LETTER OF ACCREDITATION (LABORATORY SERVICES) |

SPECIALIZED CATEGORY

This category requires that prospective registrants possess highly specialized/technical skills and the statutory registration fee of **₦250,000.00 (Two Hundred and Fifty Thousand Naira) with processing fee of ₦7,500.00 (Seven Thousand and Five hundred naira).**

Details of the jobs/services in various groupings are as listed below:

| NO. | SERVICES | | |
|--|--|--|--|
| 1.3.1a | <p><u>OFFSHORE/ONSHORE PIPELINE LAYING:</u></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>(A) Pipeline Laying & Construction:</p> <ol style="list-style-type: none"> 1. Laying of Oil and Gas Pipelines 2. Pipeline Fabrication/Construction <p>(B) Pipeline Maintenance:</p> <ol style="list-style-type: none"> 3. Pipeline Maintenance 4. Production Facilities Inspection/Maintenance. 5. Pipeline Pigging and Inspection 6. Non-Destructive Testing (Normal or using Radioactive source) 7. Hydro test 8. Corrosion Prevention and Control Services (Cathodic Protection, Coating,) </td> <td style="vertical-align: top;"> <p>(C) Pipe Milling/Coating:</p> <ol style="list-style-type: none"> 9. Pipeline Procurement 10. Pipe Milling/Threading 11. Pipeline Coating </td> </tr> </table> <p>(Maximum of two (2) related services will be assigned to a permit)</p> | <p>(A) Pipeline Laying & Construction:</p> <ol style="list-style-type: none"> 1. Laying of Oil and Gas Pipelines 2. Pipeline Fabrication/Construction <p>(B) Pipeline Maintenance:</p> <ol style="list-style-type: none"> 3. Pipeline Maintenance 4. Production Facilities Inspection/Maintenance. 5. Pipeline Pigging and Inspection 6. Non-Destructive Testing (Normal or using Radioactive source) 7. Hydro test 8. Corrosion Prevention and Control Services (Cathodic Protection, Coating,) | <p>(C) Pipe Milling/Coating:</p> <ol style="list-style-type: none"> 9. Pipeline Procurement 10. Pipe Milling/Threading 11. Pipeline Coating |
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| 1.3.1b | <p><u>ONSHORE PIPELINE LAYING:</u></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>(A) Pipeline Laying & Construction:</p> <ol style="list-style-type: none"> 1. Laying of Oil and Gas Pipelines 2. Pipeline Fabrication/Construction <p>(B) Pipeline Maintenance:</p> <ol style="list-style-type: none"> 3. Pipeline Maintenance 4. Production Facilities Inspection/Maintenance. 5. Pipeline Pigging and Inspection 6. Non-Destructive Testing (Normal or using Radioactive source) 7. Hydro test 8. Corrosion Prevention and Control Services (Cathodic Protection, Coating,) </td> <td style="vertical-align: top;"> <p>(C) Pipe Milling/Coating:</p> <ol style="list-style-type: none"> 9. Pipeline Procurement 10. Pipe Milling/Threading 11. Pipeline Coating </td> </tr> </table> <p>(Maximum of two (2) related services will be assigned to a permit)</p> | <p>(A) Pipeline Laying & Construction:</p> <ol style="list-style-type: none"> 1. Laying of Oil and Gas Pipelines 2. Pipeline Fabrication/Construction <p>(B) Pipeline Maintenance:</p> <ol style="list-style-type: none"> 3. Pipeline Maintenance 4. Production Facilities Inspection/Maintenance. 5. Pipeline Pigging and Inspection 6. Non-Destructive Testing (Normal or using Radioactive source) 7. Hydro test 8. Corrosion Prevention and Control Services (Cathodic Protection, Coating,) | <p>(C) Pipe Milling/Coating:</p> <ol style="list-style-type: none"> 9. Pipeline Procurement 10. Pipe Milling/Threading 11. Pipeline Coating |
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| 1.3.2 | <p><u>MAJOR CONSTRUCTION:</u></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>(A) Discipline Engineering & Construction:</p> <ol style="list-style-type: none"> 1. Road Construction 2. Structural Engineering 3. Mechanical Engineering 4. Electrical Engineering 5. Civil Engineering Construction 6. Offshore Scaffolding </td> <td style="vertical-align: top;"> <p>(B) Installation & Upgrade of Offshore Facilities:</p> <ol style="list-style-type: none"> 7. Installation/Upgrade of On-/Offshore Production Facilities & Platforms 8. Storage and/or Export Facilities e.g. Oil Terminals, Depots, Jetties 9. Process Facilities 10. FPSO Vessels 11. Marine Vessels </td> </tr> </table> <p>(Maximum of two (2) related services will be assigned to a permit)</p> | <p>(A) Discipline Engineering & Construction:</p> <ol style="list-style-type: none"> 1. Road Construction 2. Structural Engineering 3. Mechanical Engineering 4. Electrical Engineering 5. Civil Engineering Construction 6. Offshore Scaffolding | <p>(B) Installation & Upgrade of Offshore Facilities:</p> <ol style="list-style-type: none"> 7. Installation/Upgrade of On-/Offshore Production Facilities & Platforms 8. Storage and/or Export Facilities e.g. Oil Terminals, Depots, Jetties 9. Process Facilities 10. FPSO Vessels 11. Marine Vessels |
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| 1.3.3 | <p><u>DRILLING/PRODUCTION:</u></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>(A) Hoisting & Rig Operations:</p> <ol style="list-style-type: none"> 1. Supply, Hoisting and Operation of Drilling rig 2. Casing/tubing running 3. Well completion services 4. Cementing &Liner hanger services. 5. Directional Drilling </td> <td style="vertical-align: top;"> <p>(B) Drilling Support Services:</p> <ol style="list-style-type: none"> 8. Fishing operations 9. Well logging, Wire Line Services, well testing, Drill stem 10. Pressure Volume Temperature (PVT) Analysis </td> </tr> </table> | <p>(A) Hoisting & Rig Operations:</p> <ol style="list-style-type: none"> 1. Supply, Hoisting and Operation of Drilling rig 2. Casing/tubing running 3. Well completion services 4. Cementing &Liner hanger services. 5. Directional Drilling | <p>(B) Drilling Support Services:</p> <ol style="list-style-type: none"> 8. Fishing operations 9. Well logging, Wire Line Services, well testing, Drill stem 10. Pressure Volume Temperature (PVT) Analysis |
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| | <ol style="list-style-type: none"> 6. Intelligent well completion Services 7. Well control Monitoring& Management serv. 11. Core Sample 12. Stimulation, Pumping,Coiled tubing/slickline 13. Drilling/Production Chemicals/Materials Supply 14. Mud Logging 15. Cutting Re-injection 16. Logging While Drilling (LWD)/Measurement Measurement While Drilling (MWD) 17. Solids Control 18. Wellbore cleanout services 19. Hydraulic work over. <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.3.4 | <p><u>EXPLORATION:</u></p> <ol style="list-style-type: none"> 1. Seismic Data Acquisition 2. Processing and Interpretation 3. Down Hole Data Gathering and Interpretation 4. Supply of Seismic Materials and Explosives <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.3.5 | <p><u>TECHNICAL CONSULTANCY:</u></p> <ol style="list-style-type: none"> 1. Engineering Services (above 50,000 man-hours) 2. Project Management 3. Environmental Sensitivity Index (ESI) Mapping 4. Marine Engineering 5. Marine Survey 6. Reservoir Evaluation & Management 7. Technical Integrity Management/Assurance (e.g. Scaffolding Certification, Safety Audit/Technical Surveys 8. Lifting Equipment Certification 9. Aircraft Inspection (QC & QA) 10. Risk Management Services 11. Oceanography 12. Offshore Environmental Services (EIA, Sea Bed Survey etc) 13. Production Operations & process Maintenance 14. Research and Development (Technology) 15. Calibration/Meter Proving 16. Geological Studies 17. Instrumentation 18. Facility Inspection & Maint. Serv. 19. Interface mgt & Regulatory Compliance. <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.3.6 | <p><u>SPECIAL TRANSPORTATION:</u></p> <ol style="list-style-type: none"> 1. Air Transportation 2. Sea Transportation 3. Rig Move and Deployment Logistics 4. Marine Vessels Supply and Operation 5. Offshore Operation Support Services (e. g. Marine Security & Escort, Mooring Services, House Boats, Barges,) <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.3.7 | <p><u>DREDGING:</u></p> <ol style="list-style-type: none"> 1. Dredging 2. Hydraulic Water Channel Maintenance 3. Shore Consolidation |

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| | <p>4. Land Reclamation (Maximum of two (2) services will be assigned to a permit)</p> | | |
| 1.3.8 | <p><u>WASTE MANAGEMENT SERVICES:</u></p> <ol style="list-style-type: none"> 1. Installation and/or Operation of Waste Management/Treatment Facilities; Thermal Desorption Unit(TDUs), LTDU/HTDU 2. Installation and/or Operation of Waste Management/Treatment Facilities; Incinerator/Compactors 3. Offshore Fumigation and Sanitation 4. Tank/Vessel Cleaning 5. Water-based mud handling, (spent WBM) 6. Engineered Landfill 7. Waste recycling (Spent lubes, used tyres, Batteries etc.) <p>(One (1) service will be assigned to a permit)</p> | | |
| 1.3.9 | <p><u>DIVING:</u></p> <ol style="list-style-type: none"> 1. Diving 2. Underwater Inspection 3. ROV Operation and associated services (underwater welding) <p>(Maximum of two (2) services will be assigned to a permit)</p> | | |
| 1.3.10 | <p><u>HOSPITAL/MEDICAL:</u></p> <ol style="list-style-type: none"> 1. Health Management Services 2. Hospital Retainership 3. Surgery & similar medical procedures 4. Industrial Hygiene: Radiation, Safety monitoring and control 5. Hospital services <p>(Maximum of two (2) services will be assigned to a permit)</p> | | |
| 1.3.11 | <p><u>HEAVY DUTY EQUIPMENT SUPPLY:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ol style="list-style-type: none"> 1. Turbines 2. Christmas Trees 3. Risers 4. SBM 5. OCTG/Pipes 6. Caterpillars 7. Pay-loaders 8. Cranes 9. Elevators (Lifts) 10. Generators 11. Excavators 12. Fork-lifts 13. Swamp-buggies 14. LP/HP Pumps 15. Fire Trucks 16. Compressors </td> <td style="width: 50%; vertical-align: top;"> <ol style="list-style-type: none"> 17. Shale Shakers 18. Skips 19. Drill bits 20. Separators 21. Reamers 22. Blowout preventers 23. Bottom Hole Assembly 24. Valves (12 inches & above) 25. Well Head Jacket 26. HVACS/Accessories 27. Diving equipt.& accessories 28. Life boats/Life rafts 29. Humidifiers 30. Subsea Equipment. 31. Baskets 32. Containers 33. Tanks </td> </tr> </table> <p>(Maximum of two (2) items will be assigned to a permit)</p> | <ol style="list-style-type: none"> 1. Turbines 2. Christmas Trees 3. Risers 4. SBM 5. OCTG/Pipes 6. Caterpillars 7. Pay-loaders 8. Cranes 9. Elevators (Lifts) 10. Generators 11. Excavators 12. Fork-lifts 13. Swamp-buggies 14. LP/HP Pumps 15. Fire Trucks 16. Compressors | <ol style="list-style-type: none"> 17. Shale Shakers 18. Skips 19. Drill bits 20. Separators 21. Reamers 22. Blowout preventers 23. Bottom Hole Assembly 24. Valves (12 inches & above) 25. Well Head Jacket 26. HVACS/Accessories 27. Diving equipt.& accessories 28. Life boats/Life rafts 29. Humidifiers 30. Subsea Equipment. 31. Baskets 32. Containers 33. Tanks |
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| 1.3.12 | <p><u>COMMUNICATION:</u></p> <ol style="list-style-type: none"> 1. Telecommunication operators 2. ISP Providers 3. Cable network | | |

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| | (Maximum of two (2) services will be assigned to a permit) |
| 1.3.13 | <p><u>BANKING/FINANCIAL:</u></p> <ol style="list-style-type: none"> 1. Banking 2. Audit 3. Taxation 4. Financial & Management Advisory Services <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.3.14 | <p><u>INTERNATIONAL FREIGHT/CLEARING AND FORWARDING:</u></p> <ol style="list-style-type: none"> 1. Bulk Haulage 2. Courier Services |
| 1.3.15 | <p><u>INSURANCE:</u></p> <ol style="list-style-type: none"> 1. Insurance Matters |
| 1.3.16 | <p><u>AUTOMOBILE:</u></p> <ol style="list-style-type: none"> 1. Sales and Maintenance of Cars/Vehicles (With Showroom) |
| 1.3.17 | <p><u>HYPERBARIC:</u></p> <ol style="list-style-type: none"> 1. Divers' Fitness Certification 2. Hyperbaric Oxygen Therapy (HPOT) and Associated Services |
| 1.3.18 | <p><u>HOSPITALITY:</u></p> <ol style="list-style-type: none"> 1. Lodging/Boarding (26 rooms and above) 2. Offshore Catering, Housekeeping and other related services 3. Offshore Laundry Services 4. Onshore Catering Services (26 rooms and above) <p>Maximum of two (2) will be assigned to a permit</p> |
| 1.3.19 | <p><u>MANUFACTURING:</u> Product/materials manufactured are to be specified, and not more than two (2) items will be covered by a permit.(Woodworks, Valves, Gas cylinders, cables, Ropes, Christmas trees, others)</p> |
| 1.3.20 | <p><u>ENVIRONMENTAL RESTORATION SERVICES:</u></p> <ol style="list-style-type: none"> 1. Soil Remediation, 2. Pit Back-filling and Land Reclamation. 3. Oil Spill Control/Clean-Up <p>Only one (1) service will be assigned to a permit.</p> |
| 1.3.21 | <p><u>MARINE SUPPORT SERVICES:</u></p> <ol style="list-style-type: none"> 1. Supply, Installation and Maintenance of Marine Navigational/Communication Equipment 2. Marine Logistics 3. Cargo Handling/Storage, <p>(Maximum of two (2) services will be assigned to a permit)</p> |
| 1.3.22 | <p><u>LOCAL GAS DISTRIBUTION SERVICES:</u> Natural Gas Distribution Services</p> |
| 1.3.23 | <p><u>ROPE ACCESS</u> Rope Access Service</p> |
| 1.3.24 | <p><u>SPECIALISED OIL AND GAS SAFETY TRAINING SERVICES.</u></p> <ol style="list-style-type: none"> 1. Basic Offshore Safety Induction Emergency Training (BOSIET), Tropical BOSIET, Further Offshore Emergency Training (FOET), Tropical FOET 2. Helicopter Underwater Escape Safety Training (HUET), Tropical HEUT 3. Helicopter Support (Helicopter Landing Officer, Helideck Team Member) 4. Advanced Fire Safety Training |

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| | <ol style="list-style-type: none"> 5. Advanced Medical and First Aid Training 6. Confined Space Entry Training 7. Slinger and Banksman Training 8. Working at Heights/Rope Access Training 9. Drilling and well Operations Training (well control) 10. Inspection and Maintenance Training (Rig, Pressure Vessels, Pigging, Tanks, NDT) 11. Emergency Rescue Training 12. Diving Training 13. Scaffolding Training 14. Sub-surface/Geological Training <p>Maximum of two (2) services will be assigned to a permit</p> |
| 1.3.25 | <p><u>HEAVY EQUIPMENT HIRE & LEASING ONLY</u></p> <ol style="list-style-type: none"> 1. Vehicles\ 2. Lifting/Rotating 3. Shackles, slings, chains <p>Maximum of two (2) services will be assigned to a permit</p> |
| 1.3.26 | <p>Others as may be determined and/or and endorsed by the Director, Department of Petroleum Resources.</p> |

SPECIALISED CATEGORY FOR NEW/RENEWAL APPLICATIONS DOCUMENTS (ORIGINAL) TO BE UPLOADED

| S/N | DOCUMENT |
|------------|--|
| 1. | COPY OF CERTIFICATE OF INCORPORATION |
| 2. | CERTIFIED TRUE COPY OF MEMORANDUM & ARTICLES OF ASSOCIATION |
| 3. | CERTIFIED TRUE COPY OF FORM C.07/CAC2.3/CAC 7 |
| 4. | COPY OF CURRENT TAX CLEARANCE CERTIFICATE(ORIGINAL TCC) |
| 5. | COMPANY'S PROFILE (BROCHURE) |
| 6. | COMPREHENSIVE STAFF LIST & CURRICULUM VITAE OF KEY STAFF (SHOULD INCLUDE POSITION & QUALIFICATION OF STAFF) |
| 7. | LIST OF EQUIPMENT/FACILITY AVAILABLE TO THE COMPANY |
| 8. | DPR ENDORSED REQUEST FOR EXPATRIATE QUOTA (WHERE APPLICABLE) |
| 9. | LIST OF APPROVE EXPATRIATE QUOTA POSSITION AND NIGERIA UNDERSTUDIES |
| 10. | ROPOSED TRAINING PROGRAMME FOR NIGERIAN STAFF FOR THE CURRENT YEAR |
| 11. | COPY OF EXPIRED PERMIT (RENEWAL) |
| 12. | REGISTRATION BY RELEVANT PROFESSIONAL BODY (REFER TO PAGE 6) |
| 13. | COPY OF TECHNICAL AGREEMENT OR MOU WITH NIGERIAN COMPANY/DPR ACCREDITED LABORATORY (WHERE APPLICABLE) |
| 14. | ACTIVITIES REPORT FOR 3 PRECEDING YEARS (RENEWAL) |
| 15. | ACCIDENT STATUS REPORT (RENEWAL) |
| 16. | EMPLOYEE'S COMPENSATION SCHEME (NIGERIA SOCIAL INSURANCE TRUST FUND-NSITF) |
| 17. | COMMUNITY AFFAIRS, SAFETY, HEALTH, ENVIRONMENT AND SECURITY POLICY |
| 18. | COPY OF CURRENT MEDICAL RETAINERSHIP AGREEMENT WITH A HOSPITAL OR CLINIC LOCATED IN COMPANY'S OPERATIONAL LOCATION |