EARLY BIRD REGISTRATION DEADLINE: 11 January 2012
REGISTRATION DEADLINE: 11 February 2012
REGISTER EARLY TO SAVE RM310.00 (US$100)

SPE International
Society of Petroleum Engineers

WORKSHOP

11 – 14 March 2012 | Shangri-La's Tanjung Aru Resort & Spa, Kota, Kinabalu, Malaysia

TECHNICAL PROGRAMME COMMITTEES

Mohd Azmi Mohd Nor
(Co–Chairperson)
Shell Malaysia EP

Joseph Podtung
(Co–Chairperson)
PETRONAS Carigali Sdn. Bhd.

Gunnar DeBruijn
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Ole Edvin Karlsen
Welltec Norway

Ronan Le Gloahec
Welltech Oilfield Services Sdn. Bhd.

Bevan Morrison
Fugro - TSM

Kevin Robertson
Halliburton

Jose Soto
Halliburton

Amber Sturrock
ExxonMobil

Eric Upchurch
Chevron Australia

DEEPWATER OPERATIONS – POST DRILLING & COMPLETIONS

Workshop Description

In the past, the focus of deepwater related conventions has been predominantly on field development planning, concepts, managing the risk and the associated technologies for subsea wellheads, manifolds and risers, types of floaters eg; TLPS and Semisub and associated topside equipment. In view of the many deepwater projects ongoing in the region, and the recent events in the Gulf of Mexico, it is time to pay close attention on how to bring these facilities into successful and safe operations.

This Applied Technology Workshop, organised for multi-disciplinary professionals in the oil and gas sector, provides an excellent platform for discussions on how the region will meet these challenges, and what can be learnt from experiences in other parts of the world.

Workshop Objectives

The objective of this 3-day Workshop is to develop awareness of the common issues faced by regional deepwater operators in bringing these facilities onstream and the associated operations and maintenance activities required. A further goal is to learn from the experience of global deepwater operators to ensure success in future regional deepwater field exploration, development and operation. To this end, the Workshop will:

- Examine the risk and mitigation of deepwater incidents,
- Explore the methodologies of successful commissioning and start-up,
- Explore the technologies available for sustaining enhanced operations and maintenance; and
- Determine the extent to which the region can draw upon lessons learnt from deepwater operations in other parts of the world.

Workshop Focus:

The Workshop agenda is expected to include the following topics:

- Workover, production and well intervention
- Managing "Project to Asset" and flawless start-up
- Managing staff competencies in manning and operating these facilities
- Assessing the technologies to mitigate flow assurance issues
- Assessing technologies and capabilities in maintaining these facilities
- To differentiate remoteness of topside from subsea facilities
- HSSE issues and response systems

Who Should Attend?

This Workshop is designed for industry practitioners who are directly or indirectly involved with deepwater operations, as well as academics, regulators and researchers.

Documentation:

1. Proceedings will not be published; therefore, formal papers and handouts are not expected from speakers.
2. Work in progress, new ideas, and interesting projects are sought.
3. Professionally-prepared visual aids are not required; handwritten viewgraphs are entirely acceptable.
4. Note-taking by participants is encouraged. However, to ensure free and open discussions, no formal records will be kept.

Workshop Deliverables:

- The committee will prepare a full report containing the highlights of the Workshop discussions. This report will be circulated to all attendees. A one-page summary will be prepared by the Workshop Co-Chairperson, which will be posted on the SPE Web Site, and published in the Journal of Petroleum Technology (JPT), if space permits. The copyright of the summary report will belong to SPE.
- PowerPoint presentation materials will be posted on a specific SPE URL address after the Workshop. Provision of the materials by the discussion leaders will signify their permission for SPE to do so.

Commercialism:

In keeping with ATW objectives and the SPE mission, excessive commercialism in posters or presentations will not be permitted. Company logos must be limited to the title slide and used only to indicate the affiliation of the presenter and others involved in the work.

Attendance Certificate:

All attendees will receive an attendance certificate attesting to their participation in the Workshop. This certificate will be provided in exchange for a completed Workshop Questionnaire.

Continuing Education Units:

This workshop qualifies for SPE Continuing Education Units (CEU) at the rate of 0.1 CEU per hour of the ATW.

Attendees' Information:

General and detailed accommodation information will be forwarded to registrants with the attendee package prior to the scheduled Workshop in February 2012.

Transportation/Visa:

Delegates are advised to book their international/domestic airline tickets early from their country/city to Kota Kinabalu, Sabah, Malaysia. Further detailed transportation information will be available and included in the attendee package, which will be sent to registrants in February 2012.

All travellers to Malaysia must be in possession of passports valid for at least six (6) months with proof of onward passage, either return, or through tickets. Contact your local travel agent for information on visa requirements to Malaysia.

Dress Code:

Casual clothing is recommended. The Workshop atmosphere is informal.

Workshop Venue:

Shangri-La's Tanjung Aru Resort & Spa
20 Jalan Aru, Tanjung Aru
88100 Kota Kinabalu, Sabah
Malaysia
Tel: 60.88.327.888 ● Fax: 60.88.327.878
Email: tah@shangri-la.com

Registration Fees:

Early-Bird Registration Deadline: 11 January 2012

- **SPE MEMBER: RM8,060.00 (US$2,600.00/person) on/before 11 January 2012**
- **NONMEMBER: RM8,680.00 (US$2,800.00/person) on/before 11 January 2012**

Registration Deadline 11 February 2012

- **SPE MEMBER: RM8,370.00 (US$2,700.00/person) after 11 January 2012**
- **NONMEMBER: RM8,990.00 (US$2,900.00/person) after 11 January 2012**

Fee includes the following:

- Three-day registration fee for all Workshop sessions;
- Four nights accommodation based on single occupancy with arrival Sunday, 11 March 2012 and departure Thursday, 15 March 2012;
- Welcome reception followed by dinner (Sunday Evening);
- Three meals per day except on Tuesday;
- Daily coffee/tea-breaks;
- Workshop Workbook and Certificate of Continuing Education Unit (CEU).

Note: Registration fee does not include hotel accommodation and meal costs for additional family member(s).

Registration Policy:

- Registration fee **MUST** be paid in advance for attending the Applied Technology Workshop.
- Full fixed fee is charged regardless of the length of time that the registrant attends the Workshop.
- Fixed fee cannot be prorated or reduced for anyone (Workshop chairpersons, committee members, speakers, discussion leaders, students and registrants).
- Attendees are expected to attend all Workshop sessions and are not permitted to attend on a partial basis.

Cancellation & Refund Policy:

- A processing fee of **RM465.00 (US$150)** will be charged for cancellation received before the registration deadline **11 February 2012**.
- For cancellation received after the registration deadline **11 February 2012**, a 25% refund will be made to the registrant.
- No refund on cancellation received seven (7) days prior to the starting of the Workshop date, on or after **04 March 2012**.
- Substitutions will not be accepted without prior Programme Committee approval.
- **No refund** will be issued if a registrant fails to show up at the Workshop on-site.

ATTENTION NON-MEMBERS:
JOIN SPE DURING THIS WORKSHOP AND RECEIVE YOUR FIRST YEAR MEMBERSHIP FOR FREE!
SUBMIT YOUR MEMBERSHIP APPLICATION ONSITE!

DEEPWATER OPERATIONS – POST DRILLING & COMPLETIONS

Note: *While every attempt will be made to adhere to the schedule, the status/availabilities of session topics, discussion leaders and moderators are subject to change. For updated technical agenda information, please visit the SPE website at www.spe.org/atws.*

PRELIMINARY DAILY ACTIVITIES AGENDA

Sunday, 11 March

3:00 p.m.	Hotel Check-in
2:00 p.m. – 4:00 p.m.	Programme Committee Meeting
5:00 p.m. – 7:00 p.m.	SPE Registration & Poster Set-up
6:00 p.m. – 7:00 p.m.	Discussion Leaders and Session Chairpersons/Managers Briefing
7:00 p.m.	Welcome Reception/Dinner

Monday, 12 March

7:00 a.m. – 8:30 a.m.	Breakfast
8:30 a.m. – 9:30 a.m.	**Session 1: Introduction/Opening/ Keynote Address**
9:30 a.m. – 10:00 a.m.	Group Photo/Coffee Break
10:00 a.m. – 12:00 p.m.	**Session 2: Summary from Drilling &Completions Start-up Risks and Mitigations**
12:00 p.m. – 1:00 p.m.	Lunch
1:00 p.m. – 3:00 p.m.	**Session 3: Well Intervention**
3:00 p.m. – 3:15 p.m.	Coffee Break
3:15 p.m. – 5:15 p.m.	**Session 4: Brownfield Expansion**
5:15 p.m. – 6:30 p.m.	**Session 5: Poster Session**
7:00 p.m.	Group Dinner

Tuesday, 13 March

7:00 a.m. – 8:30 a.m.	Breakfast
8:30 a.m. – 10:30 a.m.	**Session 6: HSSE Response**
10:30 a.m. – 10:45 a.m.	Coffee Break
10:45 a.m. – 12:45 p.m.	**Session 7: Organisational Capability Challenges**
12:45 p.m. – 1:45 p.m.	Lunch
Afternoon	Rest & Recreation/Networking Opportunities
Evening	Dinner on own

Wednesday, 14 March

7:00 a.m. – 8:30 a.m.	Breakfast
8:30 a.m. – 10:30 a.m.	**Session 8: Maintenance of Topside and Subsea Equipment**
10:30 a.m. – 10:45 a.m.	Coffee Break
10:45 a.m. – 12:45 p.m.	**Session 9: Well Integrity**
12:45 p.m. – 1:45 p.m.	Lunch
1:45 p.m. – 3:45 p.m.	**Session 10: Flow Assurance**
3:45 p.m. – 4:00 p.m.	Coffee Break
4:00 p.m. – 5:00 p.m.	**Session 11: End of Field Life**
5:00 p.m. – 5:30 p.m.	**Session 12: Summary and Wrap-up**
6:30 p.m.	Group Dinner

Thursday, 15 March

7:30 a.m. – 10:30 a.m.	Breakfast at leisure
12:00 p.m.	Hotel check-out

POSTER SOLICITATION AND INFORMATION

As an adjunct to the scheduled presentations, the Programme Committee will incorporate a poster presentation session in this Workshop. The poster session will allow participants an opportunity to present additional new ideas to those interested. The poster session is scheduled from **5.15 p.m. - 6.30 p.m.** on **Monday, 12 March 2012.**

All participants are encouraged to prepare and bring a poster presentation to the Workshop. Posters will be on display for the entire Workshop period and provide participants an excellent opportunity for networking. As with the session discussions, the poster session will be conducted off the record to encourage frank discussion and presentation of unconfirmed or partial results. Presentations on both research and field experience are solicited.

SPE WORKSHOPS AND COMMERCIALISM

The Workshop Programme Committee has a stated policy against the use of commercial trade names, company logos, or language that is commercial in tone. **Note that the Workshop Programme Committee will review all posters prior to display, and reserves the right to refuse permission to display any poster considered by the committee to be commercial in nature.**

The poster display should be designed for eye-level viewing and made from simple graphic materials. Size of the poster board will be advised at a later time. The poster display may include printed materials, tables, graphs, photographs, or illustrations. All the materials should be of sufficient size so as to be easily read and should be prepared in a manner that will accomplish the following:

- Poster size should be approximately 0.8m x 1.2m (W x H) or size A0 in portrait layout.
- Identify topic by title, presenter, affiliation, address, and phone number.
- Include a brief abstract that summarises the technology to be addressed.
- Make the display as self-explanatory as possible.
- Place the information sequentially; beginning with the main idea or problem, method used, result, etc. (Draw a plan keeping the size and number of illustrations in mind).
- Keep illustrations simple by using charts, graphs, drawings, and pictures to create interest and visually explain a point.
- Use contrasting colours.
- Use large print for narrative materials. (We suggest a minimum of 24 points or 3" high letters for the title).

Whether or not you elect to participate in the poster session or have been invited by the Programme Committee to present during one of the regular sessions, please come prepared to participate actively in the discussions. Open interaction is encouraged. With the full cooperation and participation of all attendees, we anticipate an outstanding Workshop.

DEEPWATER OPERATIONS – POST DRILLING & COMPLETIONS

PRELIMINARY TECHNICAL AGENDA

Monday, 12 March 2012 (10:00 am – 12:00 pm)
Session 2: Summary from Drilling &Completions Start-up Risks and Mitigations
Session Co-Chairpersons/Moderators:
Amber Sturrock, *ExxonMobil*
Azmi Noor, *Shell EP*

Commissioning and start up procedures in the deepwater operating environment are critical in nature. Water depth coupled with low temperatures make the risk of hydrate formation a reality, not to forget oil waxing tendencies and asphaltenes. Intervention of equipment in the deepwater environment is very costly so operators must ensure that things go correctly the first time. Detailed and proactive planning can help ensure success.

Areas to be covered in this session:

- Hydrates
- Production allocations
- Effective transfer of physical assets & knowledge from project to operations
- Planning for start up - team composition, expertise, and traps to avoid
- Fluid composition challenges: Hydrates, Wax, Asphaltene

Monday, 12 March 2012 (1:00 pm – 3:00 pm)
Session 3: Well Intervention
Session Co-Chairpersons/Moderators:
Eric Upchurch, *Chevron Australia*
Ronan Le Gloahec, *Welltec*
Ole Edvin Karlsen, *Welltec*

The future production potential for most operating companies will increasingly come from deepwater assets. The reliance on deepwater production, however, also translates into an increased reliance on maintaining the wells from which that production comes. Historically, the resource recovery rate of deep water assets is 15-20% lower than that of platform-based assets – primarily due to a lack of intervention. In response to the opportunity this presents, lower cost and more reliable deep water intervention options are increasingly being utilized to directly impact the total recovery from deep water assets. With these facts in mind, it is apparent that well intervention technology and those who are its practitioners are now, more than ever, critically important to the success of deepwater ventures.

In this session, new technological developments, along with the best practices for existing technologies, will be discussed. Relevant experiences from various subsea projects will also be discussed to provide grounding as to how these technologies and best practices are being utilized.

This session will include the following topics:

- Well barriers
- Vertical vs. Horizontal Tree issues
- Open-water wireline intervention
- Open-water coiled tubing intervention
- Scheduled vs. Reactive Intervention Philosophy

Monday, 12 March 2012 (3:15 pm – 5:15 pm)
Session 4: Brownfield Expansion
Session Co-Chairpersons/Moderators:
Amber Sturrock, *ExxonMobil*
Jose Soto, *Halliburton*

Brownfield expansion can be a cost effective solution for increased production. Companies take on substantial costs to install a new facility. Utilising spare capacity on existing structures to tie in new wells can present a myriad of operating challenges in the areas of flow assurance, metering, and controls. Finding clear subsea real estate for pipelines, umbilicals, manifolds etc. prior to installation is important. Brownfield expansions allow for our industry to increase capacity while minimizing capital invested.

The session will cover the following areas:

- Multiphase metering
- Flow assurance
- Installation of pipelines
- Shut down philosophies
- Riser stress - fatigue / temperature
- Controls (interfacing with multiple vendors)
- Subsea processing
- Sonar control of subsea valve

Tuesday, 13 March 2012 (8:30 am – 10:30 am)
Session 6: HSSE Response
Session Co-Chairpersons/Moderators:
Azmi Noor, *Shell EP*
Joseph Podtung, *PETRONAS Carigali*

The degree of complexity of deepwater operations, coupled with the high risks means that special attention will be required for emergency and recovery response. Lessons learnt from the Macondo incident will be worthwhile.

Are we ready in this region to handle deepwater spills? This session will address issues on emergency response and recovery measures on oil spills in deepwater operations.

Tuesday, 13 March 2012 (10:45 am – 12:45 pm)
Session 7: Organisational Capability Challenges
Session Co-Chairpersons/Moderators:
Eric Upchurch, *Chevron Australia*
Azmi Noor, *Shell EP*

As deepwater assets become a continually larger component of the portfolios of operating companies, those same companies and their business partners are faced with the task of transitioning their workforces to meet the associated growing challenges. In a demographic environment where a large number of highly experienced people are approaching retirement age, it is imperative for companies to understand how organisational capability in the subsea operating environment can not only be maintained, but strengthened. Increasingly subject matter experts in this field are widely distributed globally, the methods for developing new talent, and the systems necessary to support them, will need to be creative – leveraging new training concepts and information technologies to meet future needs. In this session, panelists from different backgrounds will discuss the various aspects of how the organizational capability challenges associated with this demographic and technology transition are being addressed.

This session will include the following topics:

- Human Capability
- Data Management
- People Management

DEEPWATER OPERATIONS – POST DRILLING & COMPLETIONS

PRELIMINARY TECHNICAL AGENDA

Wednesday, 14 March 2012 (8:30 am – 10:30 pm)
Session 8: Maintenance of Topside and Subsea Equipment
Session Co-Chairpersons/Moderators:
Bevan Morrison, *Fugro-TSM*
Amber Sturrock, *ExxonMobil*

Successful deepwater operations are maintained through detailed preventative maintenance tasks. Subsea facilities will lose integrity if corrosion rates, fluid content, vibrations, run time are not closely monitored. Programme tasks are typically maintained through computer programmes which will trigger the need for a test/ evaluation to be conducted. Gaps can exist in such computer programmes due to missing pieces of equipment, human error in identifying all tasks which need to be conducted, and accuracy in task reporting procedures. Each operator must balance the risk of a detailed/ proactive maintenance schedule with actual production.

Areas to be covered in this session:

- Mooring considerations – age, fatigue
- Geo-hazards and mitigation
- Maintenance Pigging vs. Production Offset
- How to set up operating parameters for subsea equipment?
- Most failure prone aspect of subsea equipment, hardware and services?
- Smart feedback sensors

Wednesday, 14 March 2012 (10:45 am – 12:45 pm)
Session 9: Well Integrity
Session Co-Chairpersons/Moderators:
Ronan Le Gloahec, *Welltec*
Ole Karlsen, *Welltec*
Gunnar DeBruijn, *Schlumberger*

Well Integrity Management is becoming the main mission of oil & gas operators, especially with maturing fields. It is the industry's objective to safeguard lives, protect the environment, and maintain production rates throughout the entire life cycle of a well at low cost. It starts with the proper fit for purpose well design, through the entire life of a field, ensuring best practices while drilling, completing, producing, and finally abandoning a well.
Well Integrity problems become more challenging in complex reservoirs, deep water wells, and / or smart completions. Statistics have shown that well integrity challenges are increasing. In 2004, a study conducted by the Minerals Management Service (MMS) in the Gulf of Mexico has shown that 45% of all wells have a sustained casing pressure. A similar survey performed in 2009 in the North Sea has shown comparable results. Accurate diagnosis, designed surveillance and online monitoring are all essential for taking the proper remedial or proactive action on time to resolve problems and challenges; and to extend the life of the well.

This session will include the following topics:

- Well Integrity during well construction
- Annulus pressure management
- Barrier definition
- Corrosion evaluation
- Isolation valves

Wednesday, 14 March 2012 (1:45 pm – 3:45 pm)
Session 10: Flow Assurance
Session Co-Chairpersons/Moderators:
Kevin Robertson, *Halliburton*
Azmi Noor, *Shell EP*

Flow assurance from the reservoir into the well and up through the wellhead is fundamental to all assets, however deepwater installations offer up their own unique challenges. Monitoring reservoir performance either through downhole instrument or surface measurements prevent hydrates, scales or waxes from forming, as well as performing maintenance movements on Sub Surface Safety Valves (SCSSVs) or Interval Control Valves (ICVs).This session will cover activities which are performed to ensure continuous high production from the wells for a prolonged period of time.

This session agenda is expected to include the following topics:

- Functioning and of SCSSVs and ICVs to ensure prolonged reliability
- Use of chemical injection to prevent build-up of waxes, scales or hydrates
- Reservoir surveillance from surface and downhole data in order to maximize hydrocarbon recovery

Wednesday, 14 March 2012 (4:00 pm – 5:00 pm)
Session 11: End of Field Life
Session Co-Chairpersons/Moderators:
Gunnar DeBruijn, *Schlumberger*
Ole Karlsen, *Welltec*

The numbers of aging fields and wells are increasing as more and more brown fields are reaching end of productive life. The challenge today is to maximise recovery from what remains in a safely, economically and optimally abandonment of the wells that cannot produce anymore.

Permanent plug and abandonment is done with the objective to seal and isolate the wells forever. However, no global standard rules and categorizations of wells have been defined by the various authorities on how to execute and confirm that these well have been permanently abandoned.

The long term sealing criteria is one of the principal parameter to measure the abandonment success. This becomes even more critical in areas where the cost of operating and the risk of having to return and re-abandon a well with the risk of environmental liability issues on cleaning up slick on a well, can run into millions of dollars.

In this session, there will be discussion on latest development on regulations and innovative techniques to meet abandonment requirements and preserve the bottom line.

DEEPWATER OPERATIONS – POST DRILLING & COMPLETIONS

POSTER PARTICIPATION FORM

You are invited to prepare a poster display for presentation. If you are interested in participating, please complete the form and return it to the SPE Asia Pacific Office (Kuala Lumpur, Malaysia), address as indicated below by **11 February 2012.**

(Please print in black ink)

DATE: _____

SPE Member: ☐ Yes Membership No. _____ ☐ No

NAME: _____

POSITION: _____

COMPANY: _____

ADDRESS: _____

_____

_____

_____

TELEPHONE: _____ **FAX:** _____

E-MAIL ADDRESS: _____

Please provide the topic with a short abstract of the proposed poster:

Topic: _____

Abstract: _____

_____

_____

_____

_____

_____

_____

_____

PLEASE RETURN THE POSTER PARTICIPATION FORM BY 11 February 2012 TO:

Ivy Chan, SPE Event Coordinator
Society of Petroleum Engineers
Suite 23-02, Level 23, Centrepoint South, Mid Valley City
Lingkaran Syed Putra, 59200 Kuala Lumpur, Malaysia
Tel: +60.3.2182.3000 • Fax: +60.3.2182.3030
E-mail: ichan@spe.org • Web Site: www.spe.org/atws

DEEPWATER OPERATIONS – POST DRILLING & COMPLETIONS

REGISTRATION FORM

Please Print or Type in Black Ink

SPE Member: ☐ Yes Membership No. _____ ☐ No

Name : _____
(First/Forename) (Middle) (Last/Family Name)

Position : _____

Company : _____

Address : _____

Town/City : _____ Zip/Postal Code : _____ Country : _____

Tel : _____ Fax : _____

Email : _____

Would you be willing to give a brief (10 minutes) presentation _____ (Yes/No) or a poster presentation _____ (Yes/No)?
If yes, please provide a title and a detailed description of the presentation in the space below (use additional paper if required). One of the Programme Committee members will contact you to discuss your presentation.

Important: Registrants for SPE Applied Technology Workshops are accepted on the basis of information submitted by each registrant.

Technical Disciplines (Check One)

- ☐ Drilling and Completions
- ☐ Management and Information
- ☐ Projects, Facilities and Construction
- ☐ Health, Safety, Security, Environment and Social Responsibility
- ☐ Production and Operations
- ☐ Reservoir Description and Dynamics

Primary Responsibility (Check One)

☐ Asset Management ☐ Economics ☐ Drilling ☐ Geology ☐ Geophysics
☐ Production ☐ Operation ☐ Reservoir ☐ Management ☐ Others_____

List background and experience. (Use additional paper if required).

List your expectation for the Workshop, so that the committee can tailor a portion of the Workshop to answering attendees' concerns. (Use additional paper if required).

REGISTRATION FEE: (Please select appropriate box)

Early-Bird Registration Deadline: 11 January 2012

- ☐ **SPE MEMBER: RM8,060.00 (US$2,600.00/person) on/before 11 January 2012**
- ☐ **NONMEMBER: RM8,680.00 (US$2,800.00/person) on/before 11 January 2012**

Registration Deadline 11 February 2012

- ☐ **SPE MEMBER: RM8,370.00 (US$2,700.00/person) after 11 January 2012**
- ☐ **NONMEMBER: RM8,990.00 (US$2,900.00/person) after 11 January 2012**

Fee includes workshop registration, workbooks, certificate, 4 nights **SINGLE** accommodation with daily breakfast, 1-welcome reception/dinner, 3 luncheons, 2 dinners and daily coffee/tea breaks.

PAYMENT BY CHEQUE

☐ U.S. Dollars Cheque to **Society of Petroleum Engineers**.
Payment Enclosed (Cheque No. _____)

PAYMENT BY CREDIT CARD

Credit Card Payment will be in U.S. Dollars only

☐ American Express ☐ Master Card
☐ Visa ☐ Diners Club
(Discover Cards are not accepted)

Card Number

Exp. Date

CVV Code (CVV code is the 3 digit code on back of VISA/MasterCards and the 4 digit code on the front of American Express.)

_____
Signature (as if appears on your credit card)

Name as it appears on Card _____

Billing address of Card _____

_____

Zip/Postal Code of Card _____

Note: Forms will not be processed and space cannot be guaranteed unless accompanied by payment for total amount due.

CANCELLATION POLICY:

a) A processing fee of **RM465.00 (US$150)** will be charged for cancellation received before the registration deadline **11 February 2012**.
b) Cancellation received after the registration deadline, **11 February 2012** a 25% refund will be made to the registrant.
c) **No refund** on cancellation received seven (7) days, **4 March 2012**, prior to the starting of the Workshop date.
d) Substitutions will not be accepted without prior Programme Committee approval.
e) **No refund** will be issued, if a registrant fails to show up at the Workshop.

THIS FORM MAY BE USED AS A COMPANY INVOICE
Mail completed registration form with remittance and any supporting material to:
Society of Petroleum Engineers
Suite 23-02, Level 23, Centrepoint South, Mid Valley City
Lingkaran Syed Putra, 59200 Kuala Lumpur, Malaysia
Tel: +60.3.2182.3000 ● Fax: +60.3.2182.3030 ● E-mail: spekl@spe.org

To submit your registration on-line, please visit the SPE Web Site at www.spe.org (Credit Card Registration Only)