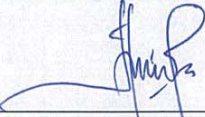


	PROGRAM DESCRIPTION	PD CODE: ANPM/05/05/006/10F
		Approved by : G. Da Silva 
		Checked by: V. Corte Real 
	GIP	Revised by: C. Pinto 
		Issue date : 8 th March 2019
Revision : 1		
Program Title : Health and Safety (H&S) Intern Directorate : Health, Safety and Environment (HSE) Line reports to : H&S Team Program Duration : 6 Months		

1. ROLE SUMMARY

Autoridade Nacional do Petróleo e Minerais (ANPM) is Timor-Leste public institution, created under Decree Law No. 1/2016 of 9th February, 1st amendment of Decree-Law No. 20/2008 of 19th June, on the Autoridade Nacional do Petróleo, responsible of managing and regulating petroleum and mining activities in Timor-Leste area, both offshore and onshore.

The ANPM is to establish and supervise compliance with the enacted rules and regulations covering the exploration, development, production, transportation and distribution of petroleum, natural gas resources and mineral. It is also tasked to develop a strong petroleum and mineral management institution in Timor-Leste.

As a public institution ANPM runs several programs to provide assistance for Timorese national in the area of work practices through one of the programs namely Graduate Internship Program (GIP), which is to assist Timorese graduates to introduce to them to real work practice and work life to be a professional employees in the future and to assist their career advance once they seek for the job and work for certain organization in the future.

2. KEY OBJECTIVES

- 2.1 To gain experience and understanding of the health, safety and environment aspects within the oil and gas industry;
- 2.2 To gain experience and understanding of applicable legal framework to regulate health and safety and to ensure operators manage risk to as low as reasonably practicable (ALARP) and
- 2.3 To gain experience and understanding of hazards and risk to the health and safety and mitigation measures that relevant to Petroleum operations.

3. PRINCIPAL ACCOUNTABILITIES

- 3.1 Learn and understand the role of the ANPM as regulatory authority and its jurisdictions areas;
- 3.2 Learn and understand hazard and risk of petroleum activities in relation to each of petroleum phase and how it is regulated;
- 3.3 Learn and understand the applicable legal framework on health and safety under ANPM jurisdiction and health and safety regulatory submission for all petroleum phases;
- 3.4 Learn and understand the content of the key documentations required under applicable legal framework;
- 3.5 Learn and understand occupational health and safety versus process safety hazards & its associated risks;
- 3.6 Learn and understand the health and safety inspection objectives and its process;
- 3.7 Learn and understand the health and safety submission' review cycles and its process; and
- 3.8 Learn and understand on how to monitor operator' health and safety performances.
- 3.9 Sharing knowledge and skills gained from the program to the field study students under the directorate when required.
- 3.10 Submit a final report and deliver a presentation on the all learning topics under the GIP

4. QUALIFICATION, SKILLS AND PERSONAL ATRIBUTES

- 4.1 Must be Timor - Leste National
 - 4.2 Tertiary Qualification in Petroleum Engineering, Industrial Engineering, Chemical Engineering, Mechanical Engineering, Electrical Engineering, and/or other relevant Engineering
 - 4.3 Minimum 2.5 GPA on all coursework graduate credit
 - 4.4 Able to communicate or understand in English (written and verbal)
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