CCOP – Norway Program for Enhancing Public Petroleum Management of the CCOP Member Countries (EPPM)

P3W1: Workshop on metadata standards & requirement analysis for the CCOP Natural Gas Database Metadata
In cooperation with CCOP Metadata Project Phase II (Workshop 2)

1 -3 April 2009, Shanghai, China

Program

	Day 1: 1 April 2009, Wednesday	
0830	Registration	CCOP TS
0900	Opening Ceremony	
	- Welcome Remarks by **Mr. Simplicio P. Caluyong**, *EPPM Project Coordinator*	
	- Opening Address by **Dr. Zhang Hongtao**, *Permanent Representative of China to CCOP, Chief Geoscientist, Ministry of Land and Resources, Deputy Director General, China Geological Survey*	
	- Exchange of tokens	CCOP TS
	- Group Photo session	CCOP TS
0930	Coffee/tea break	
1000	Workshop Introduction	Mr. S. P. Caluyong, Project Coordinator
	- Update on the EPPM Program - EPPM Metadata work group & TOR	
1130	Status of Metadata Projects in CCOP	Mrs. Marivic P. Uzarraga, Geo-Information Coordinator, CCOP TS
1200	Lunch	
1300	Country Presentations of Oil and Gas database management (~20 Minutes)	Member Countries
1530	Coffee/tea break	
1550	Continue with Country Presentations	Member Countries
1700	Summary for day 1	Proj Coordinator & Resource persons
1830	Welcome Dinner Attire: smart casual	Hosted by CGS

	Day 2: 2 April 2009, Thursday	
0830	International Metadata standards for Petroleum database management	Mr. Kjell-Reidar Khudsen, NPD
	- What are the various international standards - Comparison of various standards- advantages & disadvantages - History of development - evolution - What are the technologies required? - Required capacities for data manager - Q & A	
0930	Geoscience data management	Dr. Zhang Minghua, CGS
	- Role of the government - Why metadata is important? - History of metadata - concept & evolution - Who benefits from a metadata - What are the contents of a metadata standard - Q & A	
1000	Coffee/tea break	
1020	Workshop 1: Requirement analysis for the CCOP natural gas metadata	Proj Coordinator & Resource persons
1200	Lunch	
1300	Petroleum Resource Data Management in Norway	Mr. Kjell-Reidar Khudsen, NPD
	- Data & information management - Legal framework - Data bank organization: history of development - Quality control and Quality assurance - Data types & standards - Data reporting & data access - Lessons learned & best practices - Questions & Answers (Q & A)	
1345	Presentation of CCOP Geoscience Metadata	CGS & CCOP Metadata working group
	- metadata structure & operations - country experiences - lessons learned & best practices - CCOP metadata standard final issue - Recommendations for further activities	
1445	Workshop 2: development of a natural gas metadata in CCOP	Proj Coordinator & Resource persons
	- How can the database benefit and contribute to human & economic development of the CCOP region - The role of the Member Countries & the Technical Secretariat	

1500	Coffee/tea break	
1520	Continue with Workshop 2 & Group presentation	Proj Coordinator & Resource persons
1600	Way forward for the EPPM natural gas database metadata development	Proj Coordinator
1620	Workshop Summary & Evaluation	Proj Coordinator & Secretariat
1700	Closing ceremony	
1830	Farewell Dinner	Hosted by CCOP TS
	Day 3: 3 April 2009, Friday	
	Field Trip – Shanghai Sightseeing tour	CGS

Presentation guidelines: Country Report- Oil and Gas database management

- Background of Oil & Gas activity in your country (5 mins)
    - Petroleum legislation
    - Data Management Policy & Strategy
    - History (or evolution) of petroleum database management
    - Organization(s)

- Standard & metadata structure (12 mins)
    - Metadata design & structure
    - International standard used (if any)
    - Metadata elements used
    - Quality control
    - System & technologies used
    - Data flow & access
    - Challenges to your national database management
    - Ongoing or future plans to improve database management

- Recommendations (3 mins)
    - CCOP natural gas metadata design & structure
    - Required capacities to be developed by the Member Countries
    - How knowledge learned from the CCOP Metadata workshops can be shared to your organization (& beyond)