



# CHIMEAGTA

## OIL & GAS SERVICES LTD

**Port Harcourt Office:**  
300B Ph/Aba Expressway Port Harcourt.  
Tel: 08036815255, 07083401266

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**Lagos Office:**  
24 Road, K Close, Block 2 Flat 6, Festac Town Lagos

# CORPORATE PROFILE

# INTRODUCTION

We are CHIMEAGTA OIL & GAS SERVICES LTD, a Nigeria local content company, established in Nigeria to providing technical services to the energy, oil and gas/ allied industries in Nigeria and West Africa sub region.

Our products and services are as follows: Welding, Fabrication (shop & site), pipelines equipment installation, erection, scaffolding and scaffolding supply, rigging, lifting, millwright fitting, insulation, hydro jetting/painting, scaffolding chemical circular, revamping of static equipment in old and new plants, pressure testing, Hi torque wrenching, retubing of Heat Exchanger/Cleaning, Statutory Inspection of Static equipment, also has capacity to manufacture: Heat exchangers, condensers, boiler, cooling water towers, flare and gaskets.

We are firmly on track to meet our target and commitment to clients and stakeholders.

## **ORGANIZATION NAME, ADDRESS AND NATURE OF WORK/SERVICES**

This is known as **CHIMEAGTA OIL & GAS SERVICES LTD.**

### **COMPANY ADDRESSES**

**Port Harcourt Address:** 36 King Perekule Street GRA Port Harcourt, Rivers State.

**Lagos Address:** 24 Road, K Close, Block 2 Flat 6, Festac Town Lagos

## **ELECTRICAL & INSTRUMENTATION ENGINEERING**

We handles Engineering projects on Electrical and Instrumentation / Installation support processing services under listed below:

- Electrical Equipped procurement and supplies services
- Domestic installation and maintenance
- Low & high voltage (L.H.V) installation and maintenance
- Installation of transformers of various kinds of KVA's
- Accessories installation and maintenance processing
- Industrial installation services and installation of street light
- Industrial appliances and maintenance and upgrade.
- Electrical electronics installation (Elect-Elect)
- Fire dictators, alarms installation
- Electrical gadgets installation and upgrade.

## INSTRUMENTATION

- Installation of valves servicing and pressure testing
- Vessel De-Echo sounding and pressure testing

Chimeagta Oil & Gas Services have a modern workshop equipped for machine shop and fabrication services. Our expertise covers design, fabrication, welding and construction of various materials. These services include:

### Machining:

- Field Engineering tools, couplings, bushings, Base plates
- Pipe welding and maintenance.
- Machining of different Engineering machine part.

### Maintenance:

- Drilling Rig Maintenance
- Industrial Equipment maintenance
- Industrial machines maintenance.
- Tools maintenance and
- Tank and Pipe cleaning

### Construction:

- Rig support Equipment modification
- Tanks, baskets, stanchion, plates, gang-ways etc.

### Servicing:

- Sandblasting, Painting and Corrosion control
- Pumps, Valves, Manifolds, Rotating Equipment etc.
- Drilling Rig and Industrial materials Inspection, Testing, Calibration and Certification:
- Mechanical and Electrical Devices
- Valves, piping, pumps, Ropes, pulleys, shackles, Plates.
- In-Plant Lifting tools and equipments.
- Drilling tools and Equipment Integrity

### Fabrication:

- Waste disposal skips and storage tanks, Plates, Piping.
- Drilling and Industrial In-plant Spools and Tie-in units.
- Specialized tool and equipment parts.

### Design:

- Skips, Tanks, Plates, Cabins, Piping.
- Drilling and Industrial In-plant Spools and Tie-in units.
- Specialized tool and equipment parts

### Rentals:

- Equipment/Tools Rentals.
- Machines /Vehicle rentals

### Bore Hole Drilling:

Our services in water bore-hole drilling is very professional, using standard methods, we deliver quality water from surveyed good water table. This involves:

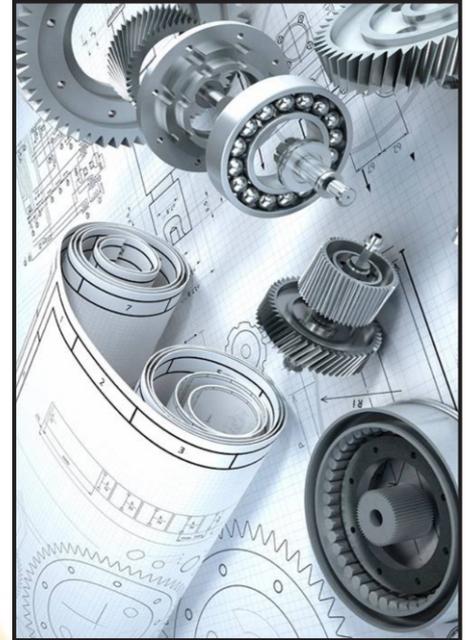
- Bore-Hole Drilling and flushing.
- Installation of casing and submersible/surface pump
- Tank stand fabrication, installation, piping and distribution
- Installation and hook-up to power unit.

## PROCUREMENT

**Chimeagta Oil & Gas** supplies materials made up of local and foreign contents and equipment by a high-efficient approach to the supply of materials and equipment. Our procurement division handles the challenges of global sourcing and provides effective global procurement solutions under a single point of contract and responsibility.

**Chimeagta Oil & Gas** strives on the manpower, skills and training and human capital development with emphasis on quality control and every project is managed for timely and efficient cost control effective caption incorporating core strengths such as:

- Single point contact and responsibility
- In-country professional familiar with language, market and customers
- Proven methods in acquisition cycle management
- Work process tailored to client needs
- Central control and reporting of materials movement
- Common procedures, form and functions
- Common tracking and reporting
- Effective communication.
- Trucking and Haulage



## ORGANIZATION POLICIES, VISION, MISSION & QUALITY STATEMENT QUALITY POLICY

CHIMEAGTA OIL & GAS SERVICES LTD is a multi-ethnic organization which for the purpose of future reference has built a standard to meet customers' requirements and relationship between its personnel and clients that will foster continual improvement in quality of services rendered.

### QUALITY OBJECTIVES

- To ensure adequate flow of information between the organization and its clients.
- To engage the use of highly trained personnel in delivering goods and services.
- To make available the best technology in delivering goods and services to our customers.
- Prompt and adequate response to customer needs on or before the stated time of delivery.
- Work according to clients' specification.
- The quality of our job shall stand the test of time/ not only client specification.
- Our ultimate goal / objective will be a continuous improvement towards the target of error free work avoids rework with its attendant cost and time.
- Meet standard set by client and international standards.
- Make joint decision to provide satisfaction.



## **OUR MISSION STATEMENT**

To develop a team relationship with our client, to provide the most reliable, honest well engineered solutions to problems and together achieve high level of productivity and profitability in business.

## **OUR VISION**

CHIMEAGTA OIL & GAS SERVICES LTD is determined to become one of the best run companies in Nigeria, a company that will continually improve the quality of its people through innovative practices and strategies that empowers them to unleash their enormous potential to produce and deliver the highest quality services.





## STRATEGIC OBJECTIVES

**CHIMEAGTA OIL & GAS SERVICES** as a Construction, Fabrication/Design and Mechanical Maintenance Engineering Company with both expatriate and highly personnel within the country, will constantly abide by its mission statement by applying these five principles.

- Setting goals and objective for the different sections.
- Establishing accurate controls and management.
- Translating strategic options and selecting appropriate strategies.
- Analyzing its market vis-à-vis scope and sphere of operations.
- Analyzing its competitors.

## PROJECT GOALS

Site activities shall be managed so that all possible precautions will be taken towards preventing incidents. As minimum site HSE activities shall focus on:

- Providing a working environment for site related activities that will foster the prevention of occupational accidents and diseases in accordance with the QHSE Plan and good HSE practices.
- Identifying all hazards associated with the project and ensuring controls are in place to management safety.
- Comply with legislation, clients and governmental requirements where applicable.
- Limiting the consequences if incidents should occur and thereby provide safety for personnel, the external environment and property.
- Ensuring that all Host and Subcontractor personnel are appropriately trained for the work they will undertake.

# QUALITY STATEMENT

**CHIMEAGTA OIL & GAS SERVICES LIMITED** is engaged in the provision of all engineering needs of the oil & companies and allied industries. Our areas of operations are, but not limited to welding/fabrication/installation/inspection & mechanical maintenance engineering.

It is the policy of Host to provide clients with products and services that conforms to all specified requirements in a timely and cost effective manner.

For Host, quality is one of the most important means for achieving the objectives of our engagement. The concept of quality includes all aspects and features of a product or service having the purpose to satisfy client requirements and expectations.

We have established a quality system based on ISO 9001, quality system model for quality assurance in Design/Development, Production, Installation and Servicing. All procedures, documentation and practice, in all areas, are equipped to meeting the requirement of this international standard.

The achievement of these Quality Objectives and, as a consequences, of the basic objective to keep on operating as a competitive and successful company, depends on the quality of personnel, on the adequacy of organizing, on commitment to work and, above all, on everybody's attitude to the problem of quality.

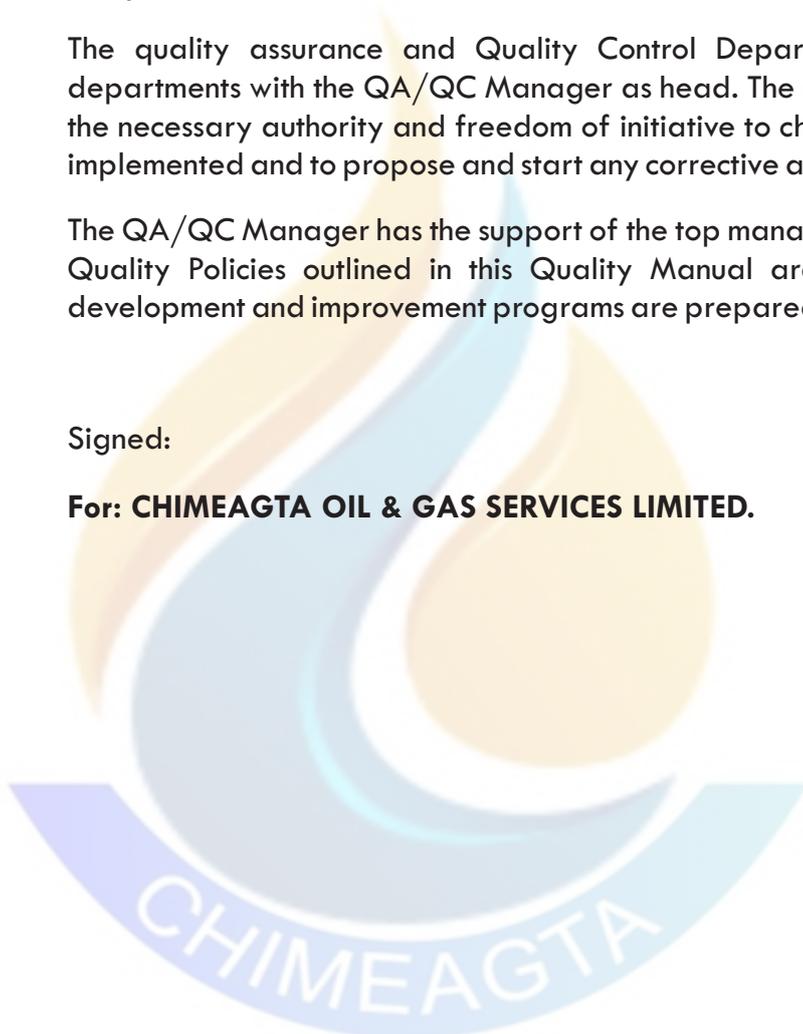
All personnel have the responsibility, the authority and organizational freedom to identify and evaluate quality concerns and to initiate solutions. The workers are committed to continuous improvements of quality and are engaged to be actively involved in defect prevention and early detection and elimination of non- conformances.

The quality assurance and Quality Control Department acts independently from other departments with the QA/QC Manager as head. The manager of QAW/QC function has got the necessary authority and freedom of initiative to check that the Quality System is correctly implemented and to propose and start any corrective action whenever deemed necessary.

The QA/QC Manager has the support of the top management to ensure, by any means that the Quality Policies outlined in this Quality Manual are fully implemented and that proper development and improvement programs are prepared, put into and monitored.

Signed:

**For: CHIMEAGTA OIL & GAS SERVICES LIMITED.**





## **IMPLEMENTATION AND DISSEMINATION OF POLICIES AND OBJECTIVES**

Successful implementation of the Host QHSE policy shall be based on the following principles:

- QHSE is a management and a line management responsibility.
- QHSE activities shall be planned and scheduled
- QHSE requirements and criteria shall be known, understood and implemented
- QHSE activities shall be verified and documented
- QHSE performance excellence is the responsibility of every individual. Dissemination of HSE policies and objectives be through
- High QHSE awareness, understanding and commitment at all levels
- Integration of QHSE into every aspect of the project activities.
- Assignments of competent supervisory capacities and skills to the job.

In addition, to ensure that all personnel's are fully aware of Host QHSE Policy, the following action be taken:

- The HSE policy and procedure is made available to all personnel's
- All personnel's are required to have co-operate or local policies similar to those of Host.
- All personnel's are contractually required to ensure similar dissemination of Chimeagta policies.

# POLICY STATEMENT

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All personnel have the responsibility, the authority and organizational freedom to identify and evaluate quality concerns and to initiate solutions. The workers are committed to continuous improvements of quality and are encouraged to be actively involved in defect prevention and early detection and elimination of non-conformances.

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The QA/QC Manager has the support of the Top Management to ensure, by any means that the Quality Policies outlined in this Quality Manual are fully implemented and that proper development and improvement programs are prepared, put into effect and monitored.

Signed:For: **CHIMEAGTA OIL & GAS SERVICES LIMITED**

# HSE POLICY

It is the philosophy of **CHIMEAGTA OIL & GAS SERVICES** that accident/injuries are preventable and therefore unacceptable in her organization **CHIMEAGTA OIL & GAS SERVICES** shall therefore integrate safety into her business and will vigorously pursue all accidents prevention programs through her well-structured and effective **CASHES** system.

**CHIMEAGTA OIL & GAS SERVICES** activities will therefore be organized, planned and executed in such a manner as to:

- Project and promote the health of its work force as well as conduct of its activities in such a way that it will not adversely affect any third party (Host Community inclusive).
- Avoid injury to any workers, sub-contractor and third party that are either involved in or affected by Chimeagta Services activities.
- Minimize the impact on the environment in which Chimeagta Services operates.

Every employee of **CHIMEAGTA OIL & GAS SERVICES** shall perform his/her work in accordance with this policy and work must be suspended when it is believed that essential safety systems are not in place.

Management and supervisors will be accountable for the safety of the employees working under their supervision and will be expected to organized and conduct operations in safe manner all the time.

Employees are reminded that they have the duty to take the reasonable care of their own safety and the safety of others may be affected by their actions or omissions and also to co-operate with statutory safety obligations which include adherence to company HSE policy rules and regulations.

The implementation of this policy is the responsibility of supervisors under the delegated control and co-ordination of the **CASHES** Manager.



# SECURITY POLICY



Security affairs shall remain an integral aspect of Chimeagta Services Ltd cashes policy.

Theft, conversion, misappropriation or unauthorized removal, possession or without due authority use of Host Chimeagta Services property, including, but not limited to materials, facilities, tools, equipment, documents and proprietary information or any items of property of other employees or customers/clients is prohibited.

To this effect host of Chimeagta services shall engage the services of trained security personal to man her jobsites and facilities. To augment the company's security outfit, licensed professional security organizations may be engaged by Chimeagta services management to ensure wider security coverage.

Where serious threat to lives and properties exist Chimeagta shall seek and engage the services of the Nigerian police force to maintain law and order. Such circumstances include cases of mob attacks, serious community attack, piracy and armed robbery.

When necessary Chimeagta services shall provide torches, communication gadgets, batons and other security equipment to enhance the performance of the security personnel.

Only authorized government Law Enforcement Agents shall be allowed to carry arms within the company facilities.

Strict access control policy and the wearing of I.D. cards shall be enforced on all jobsites and company facilities. Security officers are by this policy empowered to arrest and report any violators this policy and persons constituting a threat to lives and properties to the management. Such persons so arrested shall be expelled from the company facilities and handed over to the Nigerian police for prosecution.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LIMITED.**



# DRUG AND ALCOHOL POLICY

Possession and/or use of illicit narcotics and related materials/products, drugs other than prescription drugs and alcohol on any Chimeagta services Ltd property or premises are profited.

Any persons or employees found using or in possession of such drugs and alcohol within Chimeagta services facility, property or location under the management of Chimeagta services will be immediately removed from the site and have his/her appointment terminated.

To enforce this policy, periodic searches on employees shall be carried out with regular thorough screening of personal effects and property on the company job site conducted without prior notice. This will be carried out with or without the individual's permission. If such permission is denied the vehicle, materials/items and/or individuals shall be disallowed into company premises/facility.

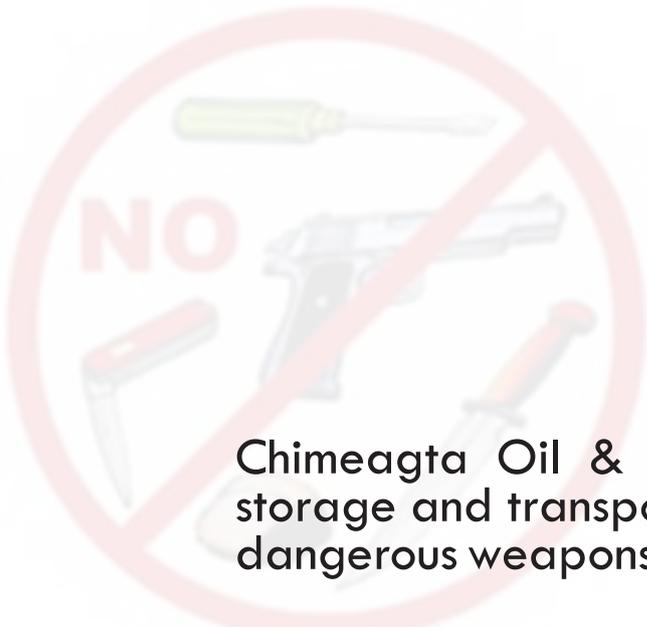
Where alcohol or drug intake is suspected the individual will be required to submit to periodic alcohol and drug test. An employee shall have his/her appointment terminated if positive results are obtained as his/her continued stay may endanger the safety of lives and properties.

The only exception to this policy shall be for properly reported prescription drugs duly prescribed by a licensed physician as medication for use by the person possessing such substance.

This policy is formulated to ensure a safe working environment. All employees and visitors are advised to adhere strictly to the policy and report any violation to the management.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LIMITED.**



# FIREARMS AND DANGEROUS WEAPONS POLICY

Chimeagta Oil & Gas disallows the use, possession, storage and transportation of any form of firearms and dangerous weapons on her facilities and vehicles.

Employees may be subjected to searches while on any Chimeagta job site or prior to transportation to and from any of her locations.

If such weapons and firearms are discovered on any employee, it shall be reported to the law enforcement agents and the employee summarily dismissed from work.

Only armed law enforcement agents officially posted by due process of the law to safeguard the company's properties and facilities shall be exempted from this policy.

Chimeagta oil & gas shall employ the services of armed policemen only in cases of possible aggressive attack, which may endanger the safety of lives and property.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LIMITED.**



# CASHES POLICY



It is Chimeagta oil & gas belief that good CASHES performance is an integral part of any efficient activity.

Chimeagta oil & gas shall therefore strive to ensure that the health, safety, security and environment of her employees and third parties are safeguarded throughout her operations.

Activities shall be organized, planned and executed in such a manner as to avoid injuries to employees and persons who are either involved in her activities or may be affected. In Chimeagta oil & gas, CASHES is a line responsibility. Every employee shall be held accountable in the implementation of this policy. Employees shall perform their activities in accordance with the policy. Every employee is empowered to suspend a job when it is believed that essential safety systems are not in place.

Chimeagta oil & gas shall encourage and support employees to ensure that they take reasonable care of their safety and that of others who may be affected by their activities. Chimeagta oil & gas shall work with government organs/departments, corporate and a professional body to ensure improvement of her CASHES policies.

The company shall be committed to work within the confines of government policies and regulations.

Appropriate training of all employees and contractors to Chimeagta oil & gas shall be sustained to ensure that all required CASHES procedures are followed.

Any contractor employee working for or on behalf of Chimeagta oil & gas will be required to work to the policy standards of Chimeagta oil & gas.

The direct responsibility of implementation of this policy is that of the Chimeagta senior management staff under delegated control of the Managing Director.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LIMITED.**

# WORKMEN COMPENSATION POLICY



Chimeagta workmen compensation policy is at no cost to the employee, to cover any injury or illness that is work related, injuries/illnesses are to be reported promptly, medical treatment are effected immediately and Chimeagta oil & gas will support the injured person back to work as soon as medically fit,

This policy does not cover our private activities off the job.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LTD.**



# LOCAL CONTENT POLICY



**CHIMEAGTA OIL & GAS SERVICES** as a local Nigeria Company engaged in Mechanical Engineering Services, with Technical Partners in some key engineering service areas, shall ensure that Nigerian Nationals are all at times in key management positions, while Technical Partners or Vendor personnel are co-coordinators/project supervisors to enhance transfer of skills and Technical know-how; training and re-training of Nigerian Local Personnel in all areas of our operations is continuous; for growth and development of our Oil, Gas and Allied Industries. We shall further ensure that all local materials Engineering work shops and facilities will be harnessed to full benefit, before looking for external resources that might not be readily available within the country.

This is a commitment to competence, focus and excellence without compromising international standards as set down to guide this industry.

Signed.....

**Management**



# BUSINESS CONTINUITY POLICY

**CHIMEAGTA OIL & GAS SERVICES LIMITED** is committed to its customers, employees, shareholders and suppliers. To insure the effective availability of essential products and services, **HOST CHIMEAGTA OIL & GAS SERVICES LIMITED** provides this Business Continuity Policy in support of a comprehensive program for business continuity, disaster prevention and total business recovery.

Each department is responsible for current and comprehensive Business Continuity Planning (BCP). When implemented, the Plan should include those procedures and support agreements, which insure on-time availability and delivery of required products and services. Each Plan must be certified annually with BCP compliance process through the BCP team.

Signed.....

**Management**



# CORPORATE QUALITY ASSURANCE POLICY

It is the policy and primary objective of **HOST CHIMEAGTA OIL & GAS SERVICES LIMITED** to work satisfactorily to meet her client's requirement by constituency working according to 'Client' specifications and standard s.

The quality of all jobs executed by us will not only meet he client satisfaction, but also stand the test of time.

Our ultimate objective/goal will be a continuous improvement towards the target of error free work to avoid rework with its extra attendant cost and time.

We will always:

- Meet the standards by our '**Clients**' and international standards
- Act responsibly
- Work together by sharing information
- Make joint decision to improve satisfaction

Each manager and supervisor has a part to play in the system by exhibiting good example and reacting promptly and effectively against negative attitudes.

This is '**Clients**' Quality Assurance Policy **HOST CHIMEAGTA OIL & GAS SERVICES LIMITED**.

CEO

# COMMUNITY RELATIONS POLICY

To enhance harmonious relationship between the Company and the Host Community, **CHIMEAGTA OIL & GAS SERVICES LIMITED** shall management community relations as an integral part of the Company's business and shall ensure that indigenes of her Host Community receive adequate quota both in employment and subcontractors.

Before and during the course of every project Host Chimeagta Services shall carry out regular meetings with the community leaders.

Host Chimeagta Services shall take every civil step to avert and ultimately reduce cost and shutdowns culminating from unhealthy company/community relationship. The Company shall engage 60% of her non-skilled workforce from the Host Community.

Host Chimeagta Services shall establish a contract person from the community who shall liaise between the community and the Company on issues of employment, community development projects and implementation of the Community Relations Policy. The Company shall, when necessary, determine due compensations and or community oriented projects and implement such.

In the event of community agitation Host Chimeagta Services shall engage in dialogue with the relevant bodies in the community to work out an amicable means of settlement. Any disturbance or threat shall be immediately reported to the Client.

Host Chimeagta Services workforce shall respect the traditions and institutions within the *host community*.

All Host Chimeagta Services workers and subcontractors shall abide by this policy.

Signed:

For: **HOST CHIMEAGTA OIL & GAS SERVICES LIMITED.**

# SAFETY POLICY

Host Chimeagta Service Ltd recognizes that our activities often involve hazardous situations. Therefore, we want to conduct these activities in a manner that will help prevent accidents, injuries and dangers to all the health and wellbeing of our employees and customers.

Safety is given consideration in all Host Chimeagta Services activities. Safety features are engineered into all equipment manufactured or purchased; however the effectiveness of the safety and loss prevention program depends largely on the knowledge and co-operation of all employees. Employees are to be given instruction in safe and efficient methods of doing their jobs and in the appropriate personal protective equipment. Safety training meetings are to be held at regular intervals throughout the company.

We know that rules by themselves cannot prevent accidents, which an effective safety program creates an awareness that extends beyond working hours to involve home and family.

We at Host Chimeagta Services feel that training in safe working practices is of utmost importance and should be included in all phase of job training.

All employees, whether regular, temporary, or part-time, are expected to observe all safety regulations and commonly recognize safe working practices while on Host Chimeagta Services premises or in the exercise of their duties off the premises. Employees are to report any unsafe practices or conditions to their supervisor immediately.

Should an accident or injury occur on the job or on Host Chimeagta Services premises, employees shall secure treatment and first aid. Report on the accident shall be made for proper investigation.

Control of accident is the responsibility of all employees and accountability rests with the supervisors and managers of each operation.

The safety department is responsible for monitoring company safety practices and for reporting to the Managing Director the status.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LIMITED**

# OCCUPATIONAL HEALTH POLICY

**HOST CHIMEAGTA OIL & GAS SERVICES LIMITED** in carrying out its operations shall concern itself with all aspects of the workers' health and relationship with his work environment. Every employee of the company shall before appointment undergo medical certificate. A good occupational health program shall be in place to ensure that:

1. Employees are protected against health hazards in the work environment.
2. Placement is facilitated and individuals are suitable, according to their physical capacities, mental abilities and emotional make-up in work that they can perform without endangering their health and safety and that of other worker .
3. Personal health maintenance is encouraged. The company makes provision for the First Aid Units and engages qualified MEDICS to administer same. This is to ensure, where the need arises, adequate medical attention and care is given to employees.

Host Chimeagta Service believes that there is relationship between accident prevention and good health program; it is therefore our philosophy to maintain a healthful environment.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LIMITED**

# ENVIRONMENTAL POLICY

Host Chimeagta Services Ltd is poised to achieving the highest standard of environmental safety on all her jobsites.

All Host Chimeagta Services activities will be performed in an environmentally friendly and sound manner. No activity shall commence until the environmental implications are thoroughly considered and addressed.

A high level of environmental awareness will be maintained within the jobsites. Employees are encouraged to ensure that environmental concerns are addressed during job planning and execution. Special attention will be given to preservation of the air, soil, water, plant and animal lives from the impact of our activities.

All wastes generated during any project shall be gathered, treated and disposed of in accordance with Host Chimeagta Services Waste Management Plan. Generated wastes shall not be dumped into the environment.

Adequate controls shall be put in place to reduce and where possible, eliminate the impact of such nuisance as noise, dust, smell, vibrations etc.

Employees are encouraged to maintain good housekeeping throughout and at the end of every activity.

Host Chimeagta Services goal on every project is to ensure that every jobsite is left as near its original state as possible, at the end of project activities.

It is the responsibility of every employee to implement this policy and ensure complete post activity clean up.

Signed:

For: **CHIMEAGTA OIL & GAS SERVICES LIMITED**



# CORPORATE ORGANOGRAPH

