

## Total E&P UK



### The Benefits

Total E&P UK is one of the largest exploration and production subsidiaries of the TOTAL Group. The UK upstream subsidiary is the fourth-largest operator in the United Kingdom Continental Shelf (UKCS), in terms of production and reserves. The company required help to rationalise their management system following the merger with Elf Oil UK and Fina.

### The Challenge

The Management Systems of both companies were based on traditional text based procedures containing thousands of documents. TEP UK knew it needed a management system that would incorporate the two with their own while cutting down on the number of text based documents, many of which were obsolete, duplicated and surplus to requirements.

The company, quickly realised the scope of the project was too large to manage in-house and decided to look externally for something different. One of the key stipulations was that compliance requirements were put in place.

The company needed to ensure these were effectively communicated, followed and understood by the workforce. In addition, process maps and associated information had to be presented in an easy to use format for staff.

As well as a first class system, they were looking for an experienced management team to spearhead and implement the new system.

“BusinessPort’s system stood out as it was one of the few companies with a visual process mapping tool at its heart, veering away from the old text based procedures. Business Architects undertook a gap analysis to identify and develop the necessary controls for TEP UK as well as harmonising and rationalising the existing processes within Elf Oil UK and Fina.”

Company Management System Coordinator for Total E&P UK

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## Solution

A transitional document register was created to ensure necessary information was integrated into the new TEP UK system. It also ensured the removal of any obsolete, duplicate and irrelevant documents. An awareness campaign throughout the company kept staff informed on what was happening, the reasons for the change, how it would affect them, the projects progress and completion dates. Following the implementation, professional training was issued to ensure the company could immediately operate the system.

BusinessPort’s system allows the workforce to see more openly into the company, while providing access to up to date information. The implementation helped to streamline the newly formed TEP UK while maximising the opportunities for harmonisation, rationalisation and continuous improvement.

## Result

Safety is one of the key priorities for any oil and gas operator, the new system enabled TEP UK to put increased emphasis on safe working practices, provide greater protection for their staff from health hazards, manage their operations impact on the environment, while working more efficiently as an organisation. The system as a whole ensures TEP UK demonstrates and adheres to legislative compliance, national and international standards (including Sarbanes Oxley), parent company requirements and best industry practice.

TEP UK business processes, whether in Process Map or text based form are subject to independent external audit from various bodies such as HSE, DECC, Total Group and financial auditors. The BusinessPort System ensures TEP UK has confidence in its business processes and the necessary controls to operate.