

Agenda – TMN Meeting #33

Meeting topics: a) “Defining business technology needs”
b) “Brazilian R&D levy funds - opportunities for collaboration”

Date: Monday 3rd – Tuesday 4th October 2011

Venue: Petrobras/ Cenpes, Av. Horácio Macedo, 950- Cidade Universitária
21941-915, Rio de Janeiro- RJ, Brazil; Phone: [+55] 21 3865 6020

Local contact: Oscar Chamberlain Pravia, Phone [+55] 21 3865 6009

OTM contact: Chris Dudgeon, OTM Consulting, Mobile [+44] 7810 544495, Office [+44] 1483 598000

Travel: Please see map attached (page 3) showing the location of the meeting venue.

Accommodation: JW Marriott Hotel, Avenida Atlantica, 2600, Copacabana, Rio de Janeiro, 22041-001
Brazil, phone: Phone: [+55] 21 2545 6500 (*note some attendees staying elsewhere*)

Dinner: Marius Degustare, Av. Atlantica 290, Copacabana, Rio de Janeiro, Brazil
Phone: [+55] 21 2104 9000

Day 1 (Monday 3 rd)			
	Bus departs from JW Marriott Hotel		07.45
	Welcome , introductions and objectives	OTM	08.30
1	Presentation by host, and Q&A	Petrobras	09.00
2a	Round table sharing - “Defining Business Technology Needs” (see briefing notes on attached sheet)	All attendees	09.30
	Coffee		10.30
2b	Round table sharing (continued)	All attendees	10.45
	Lunch		12.15
2c	Round table sharing (continued)	All attendees	13.15
	Tea		14.45
3	External presentations by ANP and selected Brazilian universities – “Brazilian Oil and Gas R&D”	National Petroleum Agency (ANP) Federal University of Rio de Janeiro (UFRJ) University of Sao Paolo (USP) University of Campinas (UNICAMP)	15.00
	End of day 1		17.30
	Dinner at Marius Degustare restaurant, Copacabana		19.30
Day 2 (Tuesday 4 th)			
	Bus departs from JW Marriott Hotel		07.15
4	CENPES Institutional Presentation (with Breakfast) Tour of Petrobras - Cenpes labs and facilities	All attendees	08.00
	Coffee at meeting room		09.30
5a	Maximising value from R&D collaboration - setting the scene	Dr Martin Trehwella, Head of E&P Technology Strategy, OTM Consulting	09.40
5b	Brazilian R&D levy funds – opportunities for collaboration, and development of action plans	All attendees – facilitated discussion	10.00
	Lunch		12.00
6	Tour of suppliers’ R&D facilities/ Rio Technology Park	FMC Schlumberger	12.30
	End of day 2		17.00

Presentation and Discussion Guidelines

This TMN meeting will comprise 5 sessions:

1. Round table sharing amongst operator members, on “Defining business technology needs”.
2. External presentations – from ANP and three leading Brazilian universities.
3. Tour of Petrobras’ CENPES labs and facilities.
4. Discussion session on opportunities for operator collaboration, relating to Brazilian R&D levy funds, and development of action plans.
5. Visits to suppliers’ R&D facilities (FMC and Schlumberger).

For the first roundtable-sharing session of the meeting, on day one, it has been agreed that TMN members will each present a few overheads/ slides on their company's practices/ lessons learnt relating to the meeting topic. Please bring no more than 10-15 slides for your presentation, to ensure we have plenty of time for open discussion and Q&A throughout the meeting.

Due to numbers of people attending this meeting, and the other elements included within the meeting agenda, each TMN member will have a 20-minute slot within this session for presentation and discussion.

For the first session, the meeting topic will be ‘Defining business technology needs’. Based on the topic, please address the following areas in your presentation:

- Does your company have a **formalised process** for identifying business technology needs, and if so, what is the process? Is the process a one-off annual event, or are technology needs continuously reviewed and updated? Does your company produce a formal 'catalogue' of business technology needs?
- At what **level** are "R&D needs" (as opposed to short-term technical service needs) identified within your company? For example, are they defined for each asset/business unit and consolidated upwards, or defined at the level of the E&P organisation as a whole?
- What is the **role of business units / assets** in defining technology needs? For example, are technology needs mainly defined by business units, by the technology organisation, or is there a genuine 'dialogue of equals' in the definition of technology needs? Does your company run workshops specifically designed to bring together staff from business units and central technology to jointly discuss technology needs?
- How does your company uncover '**medium & longer term**' technology needs? For example, is this done by asking business units (and if so, how do you encourage them to think longer-term), or are longer-term opportunities identified by a specialised group (either within the technology organisation, or within corporate planning)?
- What **metrics** (if any) are placed on business units to encourage them to think proactively about their future technology needs?
- How is the size of the **annual R&D budget** determined in your company? For example, is it at all linked to an analysis of 'how much we need', or is it decided at the executive level, based on 'how much we can afford'?

Maps

