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UNIVERSITI
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Petrofac 



MGT 666 | INTERNSHIP REPORT | PETROFAC (MALAYSIA PM-304) LIMITED

(1ST MARCH 2023 – 15TH AUGUST 2023)

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ACKNOWLEDGEMENT

Bismillahirrahmannirahim, I would like to start with everyone who helped and contributed to the completion of my internship report, I would like to offer my sincere gratitude and admiration. This report would not have been feasible without their direction, support, and experience.

I want to start by sincerely thanking my supervisor, Cik Suriati Che Said for her excellent advice and ongoing support throughout my internship. Her knowledge, insightful observations, and helpful criticism were all important in developing this study. I am sincerely appreciative of their perseverance, inspiration, and commitment in guiding me through difficulties and giving me an opportunity to develop.

A special word of thanks goes out to the entire Supply Chain Department, especially Governance team, Zainon Saidin, Hashim Embong and Fatimah Hanum for their gracious acceptance, helpfulness, and provision of an exciting atmosphere that allowed me to obtain real-world experience. They gave me the opportunity to grow my knowledge and abilities and trusted me with their success.

I'm also appreciative of my coworkers and other interns, who have acted as sources of encouragement and support. My internship has been fun and fulfilling thanks to their working together, commitment to sharing their knowledge, and friendship.

Last but certainly not least, I want to take a moment to thank my mother, siblings, and friends from the bottom of my heart for their constant physical guidance, financial support and inspiration throughout this internship experience. My ability to stay focused and motivated to succeed has greatly benefited from their confidence in me.

I would like to conclude by expressing my sincere gratitude to everyone who helped shape my internship experience and who assisted me in finishing my report. My professional development has benefited much from their advice and encouragement, and I'm eager to use the knowledge and abilities I've picked up during my internship in my future work. Insha -Allah.

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EXECUTIVE SUMMARY

This industrial report concentrates on my enjoyable internship with Petrofac (Malaysia PM-304) Limited. Throughout this report, I have attached my most recent résumé, which highlights the essential information and skills I gained while working at Petrofac. These experiences have greatly enhanced my resume, making it more attractive to potential employers looking for entry-level grads. To begin, I offered an in-depth description of the company's profile, including its locations, working hours, benefits for workers, historical history, and multiple Petrofac offices. This section provides useful information on the organization's structure and operations. The following section is training reflection, in which I deliberate outline the huge diversity of knowledge and expertise I obtained throughout my six-month internship with Petrofac. This reflection seeks to showcase my professional development during my training. The SWOT Analysis is a major focus of the study, in which I carefully assess the organization's internal strengths and weaknesses, as well as external opportunities and threats. This report provides a comprehensive knowledge of Petrofac's current market position. Furthermore, the study provides recommendations aimed at improving the company's future growth potential. These suggestions offer essential information to the audience, highlighting areas for improvement and possible future developments. Overall, this report not only my internship experience but also demonstrates the good influence of the program on my professional development.

1.0 STUDENT'S RESUME

RABIATUL ADAWIAH BINTI MOHD ANUAR
BACHELOR OF BUSINESS ADMINISTRATION (HONS.)
MARKETING



PROFESSIONAL SUMMARY

I am a business administration fresh graduate with expertise in the oil and gas upstream industry looking for a career in Supply Chain Management or an equivalent role that will allow me to expand my knowledge, experiences, and skills. I thrive in a goal-oriented workplace where I can continually push myself both personally and professionally. I am available to begin work immediately.

EDUCATION

BACHELOR OF BUSINESS ADMINISTRATION (HONS.) IN MARKETING

(UiTM) Kampus Bandaraya Melaka | 2020- Present | CGPA: 3.50

- EXCO of Marketing Student Association (MASA) 2020/2021
- First Place Winner for Marcom Community Project (MACOMP) 2021/2022
- Student Consultant for Marcom Community Project (MACOMP) 2021/2022
- Secretary for Alumni Talk Programme (MASA) 2021
- Secretary for Forum : How To Balance Between Study and Leadership Programme (MASA) 2021

Achievement

- Dean's List Award achiever degree for Semester 2 & 5

Marketing Research

- Factors Influencing Online Purchase Intention Among UiTM Students Towards Fashion Trend

SIJIL TINGGI PELAJARAN MALAYSIA (STPM)

Malacca High School (MHS) | 2018-2019 | CGPA: 3.00

- EXCO Documentation of Photography Competition on Independence Day (State Level) 2019
- School representative for Fun Run for Independence Day @ Melaka (State Level) 2019
- Committee representative for Kursus Pertolongan Cemas Prauniversiti Siri 4 Peringkat Negeri Melaka 2019

WORKING EXPERIENCE

INTERNSHIP

Petrofac (Malaysia-PM 304) Limited | SCM Governance Intern | Mar 2023- Aug 2023

- Understand Petronas Procurement Standard (PPS): Gain knowledge of Petronas Procurement Standard (PPS) and adhere to it in procurement activities.
- Prepared monthly poster regarding PPS in MyPetrofac websites and created educational video.
- Organized and maintained procurement-related documents according to company policies through the Blue Filing Process.
- Reviewed Kick-Off Meeting & Minutes of Meeting from buyer.
- Reviewed Contract Closure (CC) & update Contract Performance Evaluation (CPE) result into Master Contractor Performance.
- Compiled and organized Bank Guarantee (BG) & Insurance (WC&GCL) for contractor.
- Self-assurance on documentation completeness-POSOCO, assist in providing documents for audit.
- Prepared MEMO on new directives, Petronas update & reminder, and blast the communication.
- Sent Letter regarding Company Representative to active contractor.
- Organized an event (SCM Quarterly Engagement), PAR-ACA Lesson Learnt Sharing Session for all SCM teams & emcee for Q2 Engagement Meeting.
- Involved in safety walkabout with PMY Office HSE Committee in identifying Unsafe work conditions
- Inspected with HSE Team to Jeram Sanitary Landfill for awareness campaign.

SKILLS

- | | | |
|-----------------------------------|-------------------------------|----------------------------------|
| • English (Advanced) | • Microsoft Office (Advanced) | • Time management |
| • Bahasa Melayu (Advanced) | • Power BI (Beginner) | • Teamwork |
| • Bahasa Indonesia (Intermediate) | • Canva (Advance) | • Creativity |
| • Mandarin (Beginner) | • IBM SPSS (Advance) | • Verbal & Written communication |

REFERENCES

Muhammad Fairuz Bin Jamil (Mr.)
Global Marketing Lecturer

Cik Suriati Che Said (Mrs.)
Contract & Procurement Manager
Petrofac (Malaysia PM-304) Limited

Figure 1: Student's Resume

2.0 COMPANY'S PROFILE

Introduction



Figure 2: Petrofac (Malaysia PM 304) Limited Logo

Company's Name	Petrofac (Malaysia PM-304) Limited
Location/ Address	Level 28 &29, Menara Prestige, Jalan Pinang, 50450, Kuala Lumpur
Operation Hour	4.5 days a week (Monday to Friday) <u>Monday to Thursday</u> Commence: 0700 hrs – 0900 hrs End:1700 hrs-1900 hrs <u>Friday</u> Commence: 0700 hrs – 0900 hrs End:1100 hr -1300 hrss
Dress Code	Monday & Thursday • Smart Casual Tuesday & Wednesday • Business Corporate
Annual Leave	Entitled to Annual Leave for one (1) day for everyone (1) month completed plus national and Malaysia public holidays

Since 2006, Petrofac Malaysia has been actively involved in oil and gas production thanks to a mandate from the government and PETRONAS. Its primary function is to support the development of the nation's oil and gas resources by providing tax benefits and enabling qualified international professionals to collaborate with the country's resources. PM304, which was once considered a marginal resource, is now one of Malaysia's primary oil fields. Along with partners Kuwait Foreign Petroleum Exploration Company (KUFPEC) and PETRONAS Carigali Sdn Bhd

(PCSB), Petrofac also took on the position of operator of the Cendor field during the field's ongoing growth (Malaysian Investment Development Authority, n.d.).

To ensure that their clients can meet the evolving global energy demands is Petrofac's mission. Petrofac valued four other things in addition to the people and teams who exhibit them, with an emphasis on three parts of their strategy, the organization that implements it, and the values that guide daily execution. The following principles are still upheld by Petrofac today: drive, agility, respect, and openness. Each value offers Petrofac's global business operations a unique significance.

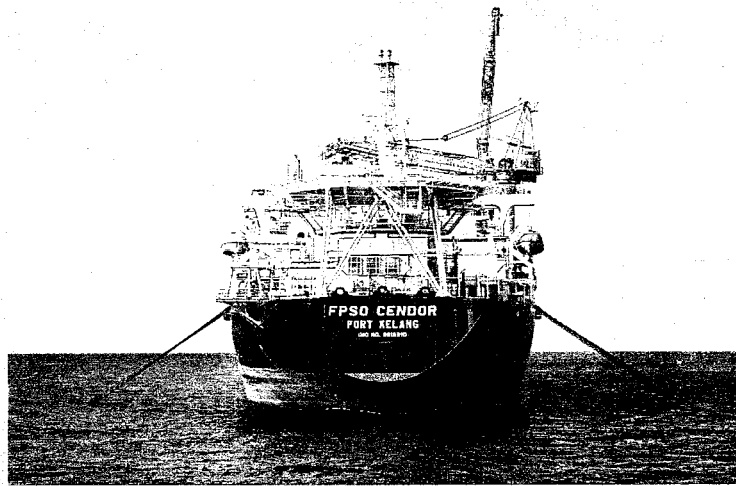


Figure 3: FPSO (Floating Production Storage & Offloading) Cendor.

During the Cendor Phase 2 Project completed 10 million hours without adequately even a single lost time incident (LTI) and initial oil production on West Desaru in August despite only 18 months of permission by PETRONAS, Petrofac continued its outstanding achievement. The drilling and extraction of an offshore gas resource known as the Berantai project is expected to cost about US \$1 billion. In just 21 months, this fast-track development produced its first gas (Malaysian Investment Development Authority, n.d.)

Petrofac has also completed several lump-sum projects in the engineering, procurement, construction, installation, and commissioning (EPCIC) sector for clients. In December 2011, it produced its first oil at the SEPAT offshore early production system (EPS). The EPCIC contract was the company's first lump-sum offshore EPCIC contract in Southeast Asia. PCSB recently awarded Petrofac a US\$220 million contract for the repair of the Bekok-C platform. Petrofac has

also executed a few offshore ventures adequately under the company's engineering services company, Petrofac RNZ, that serves to customer requirements from designing by conducting execution of construction. It has increased the number of employees in Asia-Pacific by 700 people, bringing the total to 1,500.

Vision, Purpose & Values

Petrofac (Malaysia PM-304) Limited's vision is to establish itself as the most valued oilfield service provider in the entire globe. Petrofac (Malaysia - PM304) Limited's mission is aimed at providing the company we represent, PETRONAS, comprehensive drilling, production, and operations management skills in order to increase the market value associated with its oil and gas assets. Driven, Agile, Respectful, and Open represent four values which illustrate both Petrofac's previous background and the features that will be crucial to our long-term achievement.

Driven	Delivering the best result in terms of investing their knowledge and capability to become experts in Oil and Gas field.
Agile	Petrofac have responsive mindset and problem-solving culture in terms of they anticipated change, evaluate risk, and adapt quickly to stay ahead.
Respectful	Petrofac are good corporate citizens in terms of their care about, respect and protect their people, communities, and the environment. Never compromise on responsibilities
Open	Ensure to create an inclusive environment where different opinions, ideas and experiences thrive. Encourage honesty and face the challenges as a team.

Organizational Chart of Petrofac (Malaysia PM-304) Limited

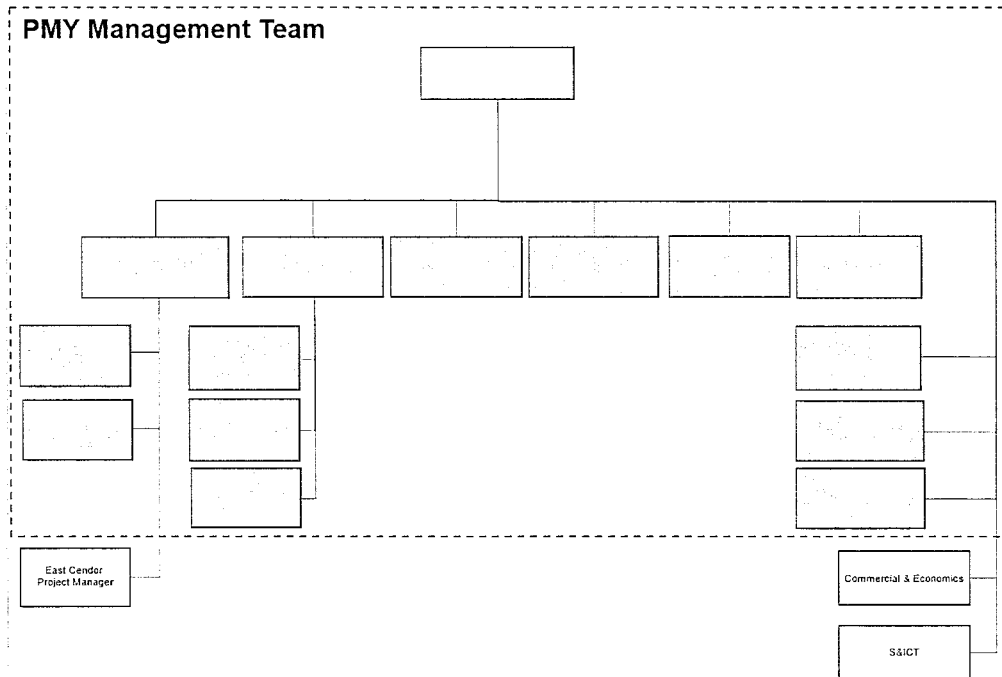


Figure 4: Organizational Structure of Petrofac (Malaysia PM-304) Limited

Department Function- Supply Chain Management (Governance)

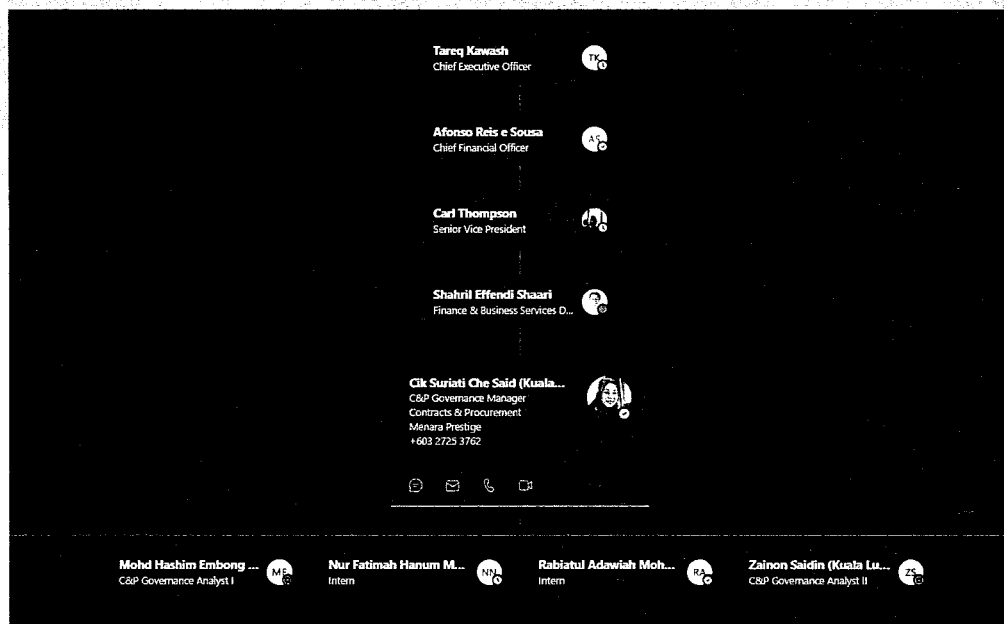


Figure 5: Supply Chain Management (Governance) Organizational Chart

The Supply Chain Management Department (SCM) manages and implements control over material, activity, and information flow cumulative services. Its goal is to meet the needs of customers by controlling costs from the point of demand to the point of supply, which includes procurement, material management, logistics, and customer service. The SCM team covers the following functions as a department Contract & Procurement, they will be obtaining contracts, services, and items from Materials & Services Requisitions (MSR) as part of pre-award processes, post-award Contract/PO/SO management aimed at maximizing ACV use, and vendor management. Furthermore, Material Management involves handling the inventory maintained at Kemaman Supply Base (KSB) and assisting Asset operations with receiving supplies from KSB, which includes custom clearance services and internal logistics up till vessel delivery. Moreover, Logistic Services include managing the planning and timetable for PM304 vessels as well as helicopter services for personnel and freight transfers. Lastly, the Governance department will emphasize the PETRONAS Tender Contract and Administration Manual (PTCAM), PETRONAS Petroleum Guideline on Upstream Activities (PPGUA), and the Petronas Procurement Standard (PPS) to achieve zero noncompliance.

3.0 TRAINING'S REFLECTION

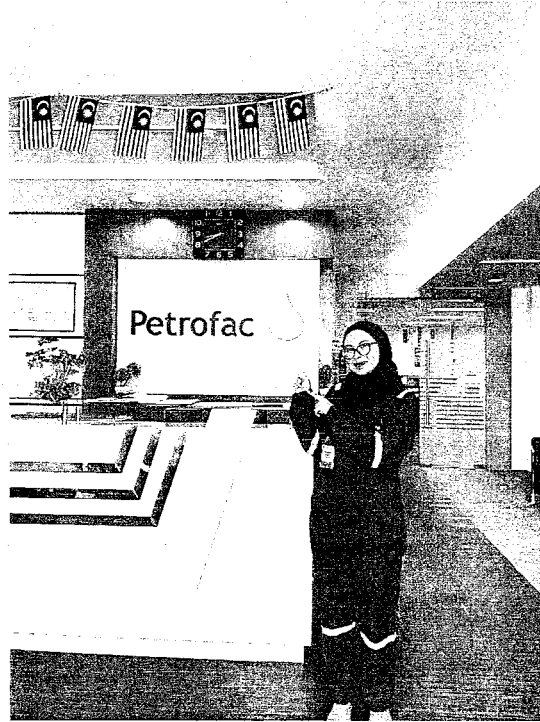


Figure 6: At Front Desk Petrofac @ Kemaman Supply Base

I had the opportunity of working at Petrofac Malaysia PM-304 during my internship. This company functions as a worldwide corporation with headquarters in London and subsidiaries across the world. One occupies a location in Kuala Lumpur, and the building is close to KLCC. This business, in collaboration with Petroleum Arrangement Contractor acts as an operator to Petronas and as a service provider to their customer.

I began my industrial training on 1 March 2023, and will be finished on 15 August 2023, for a total of 24 weeks. Six months of industrial training enabled me to learn a new understanding of the job tasks assigned to me and finish the actual job requirement. As a SCM Governance intern, I was assigned a job task related to the supply chain department, primarily in governance team. Prior to being offered by Petrofac Malaysia, I had been interviewed for a position in the Supply Chain Department, which was closely related to my study, Business Administration.

During my internship period I have been assigned for some tasks given by my supervisors and senior analyst such as updating and maintained procurement-related documents according company policies through "Blue Filing Process" which consists of Purchase Order, Service Order,

MSR (Material Service Requisition), TP (Tender Plan), Bidder List and many more information for selected vendors or contractors. Moreover, I was assigned to create a monthly poster regarding PPS (Petronas Procurement Standard) and I need to posted on the MyPetrofac website with the help of Technical Assistant to access the website because it is very confidential. By doing this poster I can understand the PPS, gain knowledge, and adhere to it in procurement activities.

Furthermore, I need to review Kick-Off Meeting and MOM (Minutes of Meeting) from buyer which is the procurement analyst and need to review the CC (Contract Closure) & CPE (Contract Performance Evaluation) result into Master Contractor Performance. As an intern, I also need to compile and check the BG (Bank Guarantee) & Insurance (WC & CGL) validity from the contractor and need to follow up with them through email to make sure they have the valid document. If the insurance expired while their contract period is still ongoing, we need to ask them to send the renewal insurance document.



Figure 7: SCM Q2 Engagement Meeting



Figure 8: PAR ACA Lesson Learnt Sharing Session

Every year during audit finding, we need to to self-assurance on documentation completeness- POSOCO in assist on providing the document for audit. I also require to prepared MEMO on new directives, Petronas update & reminder, and blast the communication. Me and my senior analyst, Hashim Embong was assisted in sending the letter regarding the Company Representative to active contractor. The highlight of the roles as an intern is I was assigned to organize some events which was SCM Quarterly Engagement (Q1 & Q2 (as an Emcee)), PAR ACA Lesson Learnt Audit Finding Sharing Session and Exclusion To Tendering @ KSB (Kemaman Supply Base).

Moreover, as an intern in Petrofac (Malaysia PM-304) Limited, I was assigned as one of the committee team for #Together2023 to record the Video Raya Petrofac, an active member on National Intern Day Event, joined Blood Donation Campaign, involved in safety walkabout with PMY Office HSE Committee in identifying Unsafe work conditions & inspected with HSE Team to Jeram Sanitary Landfill for awareness campaign.

As a trainee, I earned a monthly basic allowance of RM 800.00, which will be paid in arrears on the final week of each month. Trainees were also able to take six days of leave during

their six-month internship. In order to get authorization from a qualified individual aka my manager, we must submit an application by signing out a leave form.

Respectfully, I am always thankful to Petrofac for enabling me to share my job with such dedicated and helpful teammates. The people I work with are wonderful and take outstanding treatment of me. They share knowledge as well as new understanding gained from their experiences with me. And they allowed me to experience how the corporate world functions.

I remain aware of exactly how strange it felt on my very first day of work, and now I'm starting to realize that my six-month internship at Petrofac was coming to the final point. Throughout my internship, I was able to develop and obtain fresh skills and capabilities, yet the experience additionally provided me with important life lessons and left me with warm experiences. As the last chapter comes to a close, a new one begins. Becoming an employee of the Petrofac (Malaysia - PM304) team inspires and honors me. Thank you for the recruitment team's assistance in ensuring the application procedure go easily. They saw ability in me and recruited me to be a member of this company.

4.0 SWOT ANALYSIS

According to Teoli, SWOT Analysis can also be used on an individual level to examine a person's situation in relation to their competition. The tool incorporates both internal and external considerations. "Strengths" and "weaknesses" are interconnected. The former represents a feature of an organization/entity that gives it a competitive edge. The previous one being a trait of that same entity, resulting in a competitive disadvantage. In terms of the external environment, "opportunities" are facts that can be exploited to benefit the entity. On the other hand, "threats" are facts in the larger environment that may cause issues for the entity (Teoli et al., 2019).

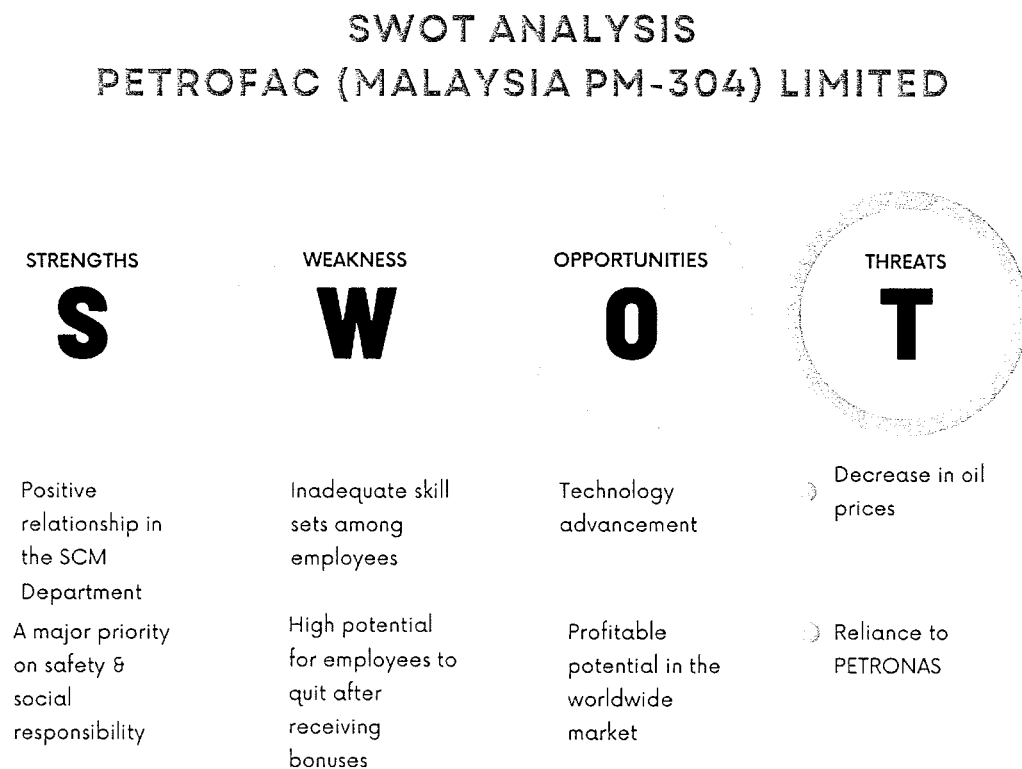


Figure 9: SWOT Analysis

5.0 DISCUSSION ON SWOT ANALYSIS

A strengths, weaknesses, opportunities, and threats (SWOT) analysis has become a fundamental tool for organizations to evaluate their position in the market and is widely used to analyze the internal and external environments of organizations during times of indecision (Rozmi et al., 2018; Wu, 2020).

STRENGTH

The strength for Petrofac (Malaysia PM-304) is **positive relationship in SCM (Supply Chain Management) department**. Managers regularly engage and support personnel, particularly interns, in carrying out the obligations that have been allocated, particularly in the SCM process. For example, my managers teach me and other interns the proper and step-by-step procedure for running an event from start to finish, they trained us to be punctual and perform a good time management, clear communication for some exercise self-assurance procedure and many more. According to Sanders, factors that enable effective workplace cultures include transformational leaders, skilled facilitation, role clarity, organizational readiness, a flat and transparent management structure as well as a supportive human resource department (Sanders et al., 2021). During my internship at this organization, I saw that the employees viewed me as if I were a newcomer, which was acceptable given that I was an undergraduate and that they weren't expecting me to be familiar with everything in particular about their organizational structure. However, I discovered it encouraging because the senior analysts were constantly eager to help and advise us, teaching us the most efficient ways to complete our tasks. Furthermore, I was delighted to find that they regarded us as peers, rather than interns or students, at numerous events. They did not criticize us and were truly excited to have us participate in the events. Despite my lack of experience as a fresh graduate, it made me feel like an important member of the team. Their regard for us as recent graduates was extremely inspiring, and it contributed to a pleasant learning environment throughout my internship. I am appreciative for their help and inclusion, which made my time at the organization both valuable and fun.

Secondly, the strength of this company is **the major priority on safety and social responsibility**. One of the company's defining characteristics is its consistent focus on safety. Recognizing the significance of a safe workplace, the company ensures that all personnel are well-informed about the key hazards associated with the company's activities and how these risks are properly managed. This proactive safety approach is crucial in protecting the well-being of its employees and other stakeholders. The organization has a specialized HSSE (Health, Safety, Security, and Environment) team in place to ensure the highest possible level of security. According to Abdel Nour, the complexity and impacts of O&G industry operations, coupled with the occurrence of highly publicized large-scale transnational disasters highlighted the need to substitute commonly accepted health, safety and environmental practices with preventative, dynamic, and precautionary practices (Abdel Nour et al., 2021). This expert team is critical in advising and guiding all employees on issues concerning their health, safety, security, environment, and asset integrity. According to Liu, safety training emerged as a significant predictor of safety knowledge, work related injuries, and workplace accidents (Liu et al., 2020). By entrusting these issues to an expert team such as HSSE, the company displays its commitment to ensuring a safe and sustainable working environment. Employees gain confidence from the HSSE team's participation and proactive steps since they know their well-being and safety are prioritized. During my six-month as Governance Trainee, I was able to participate in a number of fun activities put on by the HSE team. These experiences not only enhanced my experience, but also fueled my desire to promote a culture of safety and well-being across the organization. The Blood Donation event was one of the events that stood out to me the most. It was inspirational to see the business actively contributing to the welfare of the community by encouraging employees to take part in this great cause. The event not only emphasized social responsibility but also demonstrated the company's dedication. Furthermore, the HSE Stand Down event left a lasting impact on me. This event was held in reaction to any incidents that occurred on or offshore. It exemplified the organization's proactive approach to dealing with and learning from such situations, highlighting a no-blame culture, and prioritizing preventative actions.

WEAKNESSES

Firstly, the weakness in this company is **inadequate skills sets among employees**. One of the difficulties that can occur in such circumstances is that some people become unreasonably used to current procedures or working practices. According to Amalrodi, status quo bias theory can assist in understanding employees' cognitive misperception of new systems, as well as how and why they resist, i.e., because of misunderstanding the benefits of new systems. It is, therefore, vital to acquire an in-depth understanding of the views of employees before, during and after any change, to recognize the processes involved in such resistance (Amalrodi et al., 2023). Employees may resist change because they are familiar with the current methods and are concerned about the fear of change that comes with implementing new ways. Furthermore, limitations on time and work pressure can prevent individuals from devoting time to researching new approaches, presuming that the existing method is satisfactory enough. According to Risely, employees who feel stuck in their roles with few prospects for advancement and development may become frustrated. Boredom and a lack of progress can result from a lack of advancement possibilities or inadequate assistance for development of skills and learning (Suprabha Sharma, 2023). According to Lohman, despite the presence of resistance in many organizations adopting such systems, workflow process automation is also beneficial for ensuring effective communication with stakeholders (Lohman. L, 2022).

Secondly, the weakness in this company is the **high potential for employees to quit after receiving bonuses**. Employee turnover can have several negative impacts on an organization, resulting in considerable disadvantages, especially in terms of revenue and profitability. The precise consequences of employment turnover are rising recruiting expenses. When employees leave a company, new hires are required to cover the vacated jobs. Expenses associated with the recruitment process include advertising job positions, holding interviews, and even hiring external recruitment agencies. Secondly, impacts on performance. There may be a time of decreased output or efficiency as new staff are onboarded and educated. This decrease in productivity may have an impact on the company's capacity to meet targets. According to Weiss, salary is one of the many components of job satisfaction, along with career growth opportunities and company culture. But after working hard for a year at a company where they might've already been unhappy, many people stick it out for the payout (Tara Weiss, 2022).

OPPORTUNITIES

Moving on the point of SWOT analysis which is opportunity. Opportunities—external aspects that help an organization reach its goals—are not only positive environmental aspects but also opportunities to address gaps and initiate new activities (Benzaghta et al., 2021). The first opportunity is **advanced technology**. Advances in technology may boost performance across the upstream oil and gas value chain, with improvements in gear allowing for stronger inspections of drilling locations offshore. According to Petroplan, the oil and gas business has grown more data-driven and streamlined as a result of new technology. Big data may assist oil and gas firms in gathering real-time information, which can subsequently be used to capitalize on new opportunities and ensure accuracy when looking for new hydrocarbon reserves. It can also be used to optimize exploration, drilling, and production by anticipating future failures of equipment and breakdowns, improving the project's general performance (Petroplan, 2022). If prices of fossil fuels continues to rise, fossil fuel companies will need to develop new technology and strengthen operations to increase efficiency and build on their existing capabilities (Sircar et al., 2023). Cross-industry cooperation between oil and gas and digital solutions firms are more common than ever, with oil and gas corporations investing more in important growth technologies such as cloud and artificial intelligence. By providing end-to-end solutions, Internet of Things (IoT) providers are becoming more and more competitive for top oil and gas contracts. A collaborative strategy with external vendors is considered as a more effective alternative for oil and gas enterprises than in-house development of sophisticated analytics and Artificial Intelligence (AI).

Furthermore, the second opportunity is **profitable potential in the worldwide market**. The industry's ability to attract new workers could be attributed to a mix of factors such as profitable job offerings, education and training opportunities, or the sector's overall reputation as a viable career path. Keeping them could be as a result of giving a great work environment, fair salary, possibilities for career advancement, and employment stability. Because of excellent career opportunities, reasonable compensation, and the possibility to make a significant effect on the world, the oil and gas business is well-positioned to recruit and retain professionals. According to International Finance Business Desk, the oil and gas industry has delivered USD 2.8 billion a day in pure profit for the last 50 years, a new analysis has revealed.

The vast total captured by the petrostates and fossil fuel companies since 1970 is USD 52 trillion, providing the power to “buy every politician, every system” and delay action on the climate crisis, said Professor Aviel Verbruggen, the writer of the analysis. Cartels of countries artificially restricting supply inflated the vast profits (International Finance Business Desk, 2022). According to King, Oil companies make money by locating oil and gas reserves buried in rocks under the earth's surface, and drilling down to release them. The costs don't vary that much as the price goes up or down, but the money they make from selling it does. So when oil prices soared after the invasion of Ukraine, the money these companies made from selling oil and gas massively increased as well (Ben King, 2023).

THREATS

The last area of SWOT analysis is threats. A threat is defined as a situation that could endanger the company's operations. The first threat in this organization is **the decrease in oil prices**. Falling oil prices frequently have an impact on activity and inflation by altering aggregate demand and supply and causing policy reactions. Lower oil prices reduce the cost of production on the supply side. Lower production costs for a wide range of energy-intensive commodities may be passed on to consumers, lowering inflation indirectly. According to Huidrom, the consequences are determined by policy responses such as monetary and fiscal policy. If lowering oil prices reduce inflation, particularly core inflation or expectations, central banks may respond by loosening monetary policy, which can promote activity. Nevertheless, if fundamental inflation or inflation expectations do not reduce in reaction to declining oil prices, central banks may avoid from implementing a monetary response, resulting in a minor impact on actual activity. In terms of fiscal policy, revenue losses connected with a reduction in oil prices can constrain fiscal policy in oil-exporting countries, causing output to suffer (Raju Huidrom, 2015). As the sector evolves in tandem with the energy transition, businesses must accelerate the re-evaluation of their operations and strategies, and enhance their digitalization (Gupta, 2021).

Secondly, the threat that arises in this company is **its reliance to Petronas**. Collaborating with a big business such as PETRONAS can boost Petrofac's credibility and reputation in the region, potentially opening considerable growth opportunities. However, the relationship with PETRONAS and the demand for permission may offer possible difficulties. The reliance on

the approval procedure may cause project delays, affecting Petrofac's efficiency in operations and productivity. Furthermore, if Petrofac's growth opportunities are heavily reliant on PETRONAS' approvals, any changes in the relationship or decisions by PETRONAS could affect the future growth prospects of Petrofac Malaysia. the reliance on approvals could also pose a threat to the company's future growth in Malaysia. Striking a balance between the benefits and risks associated with the agreement will be crucial for Petrofac to navigate the challenges and capitalize on the opportunities in the oil and gas industry.

6.0 RECOMMENDATION ON SWOT ANALYSIS

Following the discussion of the SWOT analysis, there are a few improvements or suggestions that might be made to ensure Petrofac (Malaysia PM304) Limited's development in the future. To maintain the positive relationship in the SCM Department, we **can increase the engagement activity to improve relationships amongst colleagues**. Some of the activities that we can implement is team building, sports activity with the colleagues and entertainment activity such as quiz game, set up a game room where included ping-pong, chess and a jigsaw puzzle that workers can play during coffee or lunch hour. According to Srivastava, Employee involvement is also caused by self-association with job roles, which includes persistence in the workplace, strong involvement in work, and deepening in work activities (Srivastava & Madan, 2016). Other than that, we can have a sharing session with the knowledgeable people to share their experience on their department for instance finance, operation, compliance etc. Zannah stated that knowledge sharing is the exchange of knowledge among employees and the exchange of information, experience and knowledge to improve the efficiency of the employee as well as the organization. Knowledge is defined as habit, skills, expertise, experience and understanding as a result of the learning and training process, it is a key source of competitive advantage for the organization (Zannah et al., 2013).

Moving on to the second strength which is a major priority to safety. What Petrofac can do is to **introducing new technologies for inspection, maintenance, and repair or coming up with inventive strategies to keep updated on any safety concerns**. The arrival of faster computing power and developing technologies is altering the industry environment. One of the areas where emerging technology can have a substantial impact on averting disasters, saving human lives, and limiting plant downtime is health, safety, and environment (HSE). HSE is an essential function in any capital-intensive industry, such as those in the energy and natural resources sectors. According to Jain, we can reducing human exposure and increasing surveillance using Unmanned aerial vehicles (UAVs) - Drones and Robotics can be used to reduce human exposure at high-risk areas and to carry out HSE surveillance and inspection at remote places. An example of a high-risk area where human exposure can be reduced using UAVs is confined area entry. Similarly, robots and

drones can be used to increase surveillance and inspection at remote areas on land, air, and water (Ankur Jain, 2021).

Next, the recommendation for weakness which is inadequate skill sets among employees is to ensure that employees **take professional development courses**. Professional development courses are intended to improve your current skills and knowledge in a particular field or profession. These courses provide an opportunity to improve knowledge, learn new techniques, and remain current with industry trends. Professional development can help you improve your present job performance as well as your marketability for future career prospects. According to Meyer, Employees need to be given incentives to take refresher courses and undertake fresh opportunities in order to stay up with the rapid speed of change in the business sector. This does not always imply formal classroom instruction; it may also refer to on-the-job training for a new skill or responsibility. Professional growth occurs as long as employees are engaged in continuous development and improvement (Tami Meyer, 2023). When attempting to adopt a culture of continuous growth in your workplace, it is critical to distinguish between training and professional development. Professional development tends to be more comprehensive and contributes to an employee's ability to quickly adjust to ever-changing events at work, although training is more targeted and relevant to an employee's current function.

Moving on to the next weakness, which is the high potential for employees to quit after receiving bonuses. The recommendation is to **create a healthy company culture and values**. To assist your company's growth, create a welcoming environment and solid support structures for all personnel. While an internationally recognized brand can recruit a huge number of staff members, a culture that is consistent in its ideals and principles is more likely to stay with the most qualified people in the longer term. We can also make the working hours more flexible of remote work. This is because it has been proven that remote work is very effective for the workers. Employees can adjust to their needs of their day, and give the works option whether they want to choose on-site, remote or hybrid. As a good company we also can appreciate the best employees. According to Anderson, listening to your top talent is one approach to keep them interested. Engage their ideas and provide solutions to their urgent work-related problems. You can also provide them with exclusive training, prospects for advancement, and a superior benefits package. Focus not only on

top achievers, but also on using them as role models to urge their coworkers to enhance their outputs (Tiffany Anderson, 2021).

Furthermore, the recommendation for the first opportunities which is advanced technology is to **increasingly embracing digital tools such as machine learning or AI**. AI systems that have been equipped with the appropriate field data can provide significant assistance by easing up the asset evaluation procedure and making it more accurate or expert independent. According to Sneed, producing reservoirs are attractive for AI-aided tools as well as the green fields. There are obvious machine learning applications for various pumps to implement predictive maintenance and select the optimal operation regimes concerning operational costs vs. production. Many of the pumps, including electric submersible pumps, pumps for injection wells, hydraulic fracturing, and other well treatment pumps, are equipped with a high number of sensors measuring pressures, temperatures, vibrations, flow rates, etc. There are many examples when an entirely data-driven or a hybrid model containing physics-driven and data-driven math helps optimize the regimes, prevent unexpected failures, and save on maintenance-on-schedule (Sneed, 2017).

The next recommendation for the second opportunity is to **choose the quality workers during the hiring process**. A solid hiring procedure will assist you in attracting and retaining high-quality employees who align with your brand. Hiring new staff members is an unavoidable part of being a business leader, and it involves more than just examining resumes and conducting interviews. A poorly written job description or a lack of information about offers may discourage a competent applicant. According to Lisa, it is also costly to have to retrain new hires because they were not qualified for the role to begin with. There are also hidden charges here. When you have to hire or re-train many times, you take the role you're supposed to fill out of commission for much longer. This signifies a loss in production, which equals more money. When it comes to saving money, we cannot emphasize how crucial the hiring process is (Lisa Hutchinson, 2017). A strong recruitment process assists HR managers in determining whether candidates respect the same ideas and workplace culture that the organization delivers. Recruiters use hiring resources for interacting with people who have the abilities and attributes that may be beneficial to new company endeavors or objectives.

Recommendation for the last SWOT analysis which is for the first threats (decrease in oil prices) is **collaborate in joint venture**. Petrofac will work to build partnerships and collaborate with other industry players. For example, Shell, ExxonMobil, Schlumberger and other PAC companies. Working cooperatively entails entering joint partnerships with other companies, potentially pooling resources and skills to achieve common goals. A joint venture is a type of collaboration in which two or more firms pool their resources and expertise to complete a specified task. Petrofac can divide the risks connected with a given enterprise among the collaborating businesses through collaboration, particularly through joint ventures. Petrofac can lessen the potential adverse consequences of risks and problems, such as market swings, modifications to regulations, or unanticipated events, by sharing the risks. Collaboration frequently offers Petrofac with access to additional financial resources and advanced technology that it could not have otherwise. Collaboration with other companies might provide access to capital investment, allowing Petrofac to pursue larger projects or research efforts. Furthermore, it provides access to specialist expertise and technology skills that may improve operational efficiency and effectiveness. By doing a joint venture, we also can have the maximum flexibility and limited liability. According to Opus Kinetic, both organizations can continue to innovate on new items while remaining focused on their primary activities (Opus Kinetic, 2019).

The second recommendation for threats is to **develop a strategic alliances**. Petrofac could benefit from developing Strategic Alliances in order to reduce its reliance on PETRONAS alone. Organizations can explore strategic alliances with other companies rather than depending simply on joint ventures. Strategic alliances provide greater flexibility and can take the shape of license agreements, distribution partnerships, or coordinated research and development. These alliances can provide access to resources, markets, and experience without requiring as much reliance as joint ventures. For example, To develop more financially feasible recovery procedures, an oil and gas corporation may build a strategic collaboration with a research laboratory such as Universiti Teknologi Malaysia have their Institute for Oil & Gas where it called UTM-MPRC, Monash-Industry Plant Oil Research Laboratory (MIPO), Universiti Sains Malaysia Petroleum and Gas Laboratory and many more that will help to testing the crude oil, gas and petrochemical products.

6.0 CONCLUSION

To conclude, my industrial training experience at Petrofac Company was quite fulfilling, and it equipped me with essential skills and expertise that will help me in my next career. During my entire time with Petrofac, I obtained a thorough grasp of the oil and gas business, as well as hands-on experience in numerous facets of the company's operations. One of the most valuable benefits of my industrial training at Petrofac has been the exposure to real-world difficulties and problem-solving. Training amongst competent professionals in the industry has enabled me to apply theoretical principles learnt at university to real-world circumstances. This has improved not only my technical capabilities but also my critical thinking and decision-making ability. In general, my industrial training with Petrofac was an invaluable learning opportunity that laid an excellent foundation for my future profession. The information, skills, and professional network that I have gained over this training session will surely help me succeed. I am convinced that the learning and experiences I obtained at Petrofac will positively define my career, allowing me to make significant improvements to business and society.

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8.0 APPENDICES

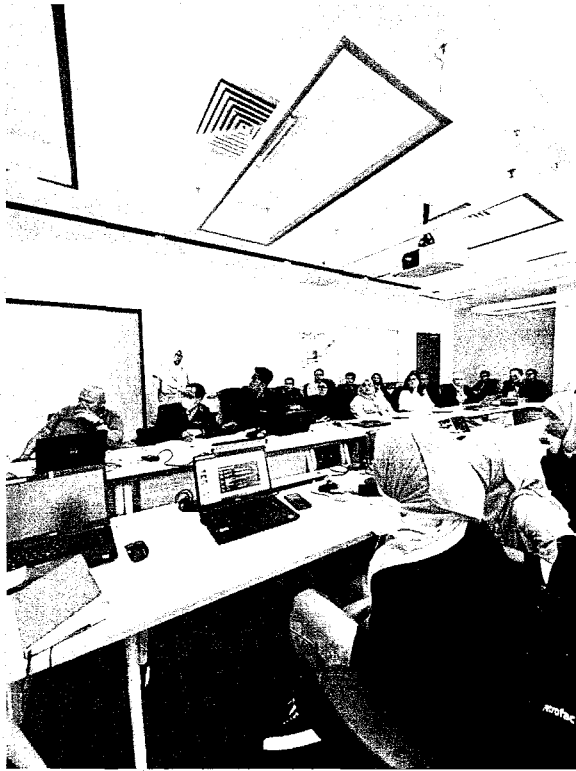


Figure 10: SCM Q2 Engagement Meeting



Figure 11: At Petrofac KL Office



*Figure 12: Join Netball under
#Together2023 Programme*



*Figure 13: Site Visit to Jeram
Sanitary Land*



Figure 14: Site Visit to Warehouse @KSB

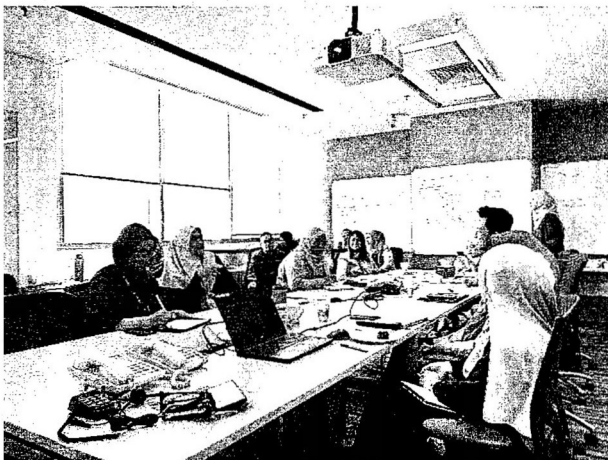


Figure 15: SCM Q1 Engagement Meeting



Figure 16: Raya Celebration at Petrofac