



**PROGRAM DESCRIPTION**

**PD CODE : GIP/05//06/02/08**

**AND**

**Revision : 2**

**SYLLABUS**

**Issue date : 1<sup>st</sup> April 2024**

**Directorate :** Health, Safety and Environment (HSE)  
**Department :** Environment  
**Communication line reports :** Environment team  
**Program Duration :** 6 Months

## Environmental Graduate Internship Program

**Signatures:**

**Role & Name:**

**Revised by:**  
EIA Officer,  
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**Acknowledged by:**  
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**G. da Silva**

**Approved by:**  
President of ANP  
**G. da Silva**



## 1. ROLE SUMMARY

Autoridade Nacional do Petróleo (ANP) is Timor-Leste public institution, created under Decree Law No. 62/2023, of 6<sup>th</sup> September, 3<sup>rd</sup> amendment of Decree-Law No. 20/2008 of 19<sup>th</sup> June, on the Autoridade Nacional do Petróleo, responsible of managing and regulating petroleum activities in Timor-Leste area, both offshore and onshore and in the Greater Sunrise Special Regime in accordance with the Decree Law on the establishment of the ANP, the Timor-Leste Petroleum Activities Law and Maritime Boundary Treaty.

The ANP is to establish and supervise compliance with the enacted rules and regulations covering the exploration, development, production, transportation and distribution of petroleum, natural gas resources and mineral. It is also tasked to develop a strong petroleum and mineral management institution in Timor-Leste.

As a public institution ANP runs several programs to provide assistance for Timorese national in the area of work practices through one of the programs namely Graduate Internship Program (GIP), which is to assist Timorese graduates to introduce to them to real work practice and work life to be a professional employees in the future and to assist their career advance once they seek for the job and work for certain organization in the future.

## 2. KEY OBJECTIVES

- 2.1 To gain experience about the role and function of the Health, Safety and Environment Directorate, particularly regarding environmental aspects of oil and gas industry.
- 2.2 To capacitate the development of the GIP skills, knowledge, and experience and be ready to expose to the real workplace environment.
- 2.3 To be knowledgeable of the nature of work in oil and gas industry
- 2.4 To be sufficiently proficient in English language skills for oil and gas industry.

## 3. PRINCIPAL ACCOUNTABILITIES

- 3.1 Learn and understand the Petroleum phases and type of environmental license for each of the petroleum phases.
- 3.2 Learn on how identify environmental aspects and impacts within each petroleum phase
- 3.3 Learn and understand the Environmental regulations and good oil field practices.
- 3.4 Obtain good understanding on Environmental Regulatory submission required under for each petroleum phase.
- 3.5 Learn on how Structure and content of each regulatory submissions, and its review process.
- 3.6 Obtain good understanding on Inspection, and its process, ensure compliance with the relevant regulations.



- 3.7 Learn and understand the methodologies of conducting the primary baseline data collection and its data analysis.
- 3.8 Sharing knowledge and skills gained from the program to the field study students under the directorate when required.
- 3.10 Submit a final report and deliver a presentation on the all learning topics under the GIP

#### **4. QUALIFICATION, SKILLS AND PERSONAL ATRIBUTES**

- 4.1 Must be Timor - Leste National
- 4.2 Tertiary Qualification in Environmental Engineering, Environmental science, Natural Resources, or/and Environmental related degree.
- 4.3 Minimum 2.5 GPA on all coursework graduate credit
- 4.4 Ability to communicate well in English (written and verbal)
- 4.5 Ability to demonstrate a high level of confidentiality and business ethics.