



**Advt. No. HRAQ/CONT-EX-B/24-130 dated 07/06/2024**

1.0 Oil India Limited (OIL) intends to empanel Eight (08) Domain Experts having minimum 30 years of experience in Oil & Gas Exploration & Production Company in various fields such as Chemical, Fire Services and Safety & Environment.

OIL is actively seeking proficient Domain Experts to take part in OIL's Multi- disciplinary Safety Audit initiatives meticulously following the guidelines and recommendations set forth by the Statutory & Regulatory Bodies. At OIL, we prioritize safety as a fundamental pillar of our operations and we are seeking passionate individuals with a wealth of expertise to reinforce our commitment to safety practices.

2.0 The Skill Set for Domain Experts for Multidisciplinary Internal Safety Audit are as follows:

Sl. No.	Area of Expertise	Skill Set Requirement
1.	<b>Chemical (03 Nos.)</b>	<p><b><u>Essential:</u></b></p> <ol style="list-style-type: none"><li>1. Must possess Graduate degree in Chemical Engineering of minimum 04 years duration / M. Sc in Chemical from AICTE Approved College/Universities.</li><li>2. 15 years of experience in Chemical functions in Oil &amp; Gas Company.</li><li>3. Must possess the knowledge of OISD Standards, Guidelines, Recommended Practice, API standards, IS standards, NFPA standards, ASTM, ANSI standards etc.</li><li>4. Must possess good knowledge of Acts, Rules, and Regulations etc. related to Health, Safety and Environment.</li><li>5. Must possess good knowledge of elements of Safety Management System, Asset Integrity Management and Process Safety Management including HAZOP, QRA, HIRA, BBS, Safety Culture, MOC, SOP, Incident Investigation, Training &amp; Competency, Emergency Response &amp; Preparedness.</li></ol> <p><b><u>Desirable:</u></b></p> <ol style="list-style-type: none"><li>1. Lead auditor or internal auditor certification of ISO45001 or OHSAS18001 and ISO14001.</li><li>2. Certification in health, safety and environmental management under NEBOSH IGC (International General Certificate) or NEBOSH IDip (International Diploma Course) or RLI/ CLI/ NITIE/ NIT/ UGC recognised university.</li><li>3. Auditing experience in O&amp;G Industry/Installations/ Organization</li></ol>

2.	<p><b>Fire Services</b> <b>(02 Nos.)</b></p>	<p><b><u>Essential:</u></b></p> <ol style="list-style-type: none"> <li>1. Must possess Graduate degree in Fire/ Fire &amp; Safety from AICTE Approved College/Universities.</li> <li>2. 15 years of experience in Fire Services functions in experience in Oil &amp; Gas Company.</li> <li>3. Must possess the knowledge of OISD Standards, Guidelines, Recommended Practice, API standards, IS standards, NFPA standards, ASTM, ANSI standards etc.</li> <li>4. Must possess good knowledge of Acts, Rules, and Regulations etc. related to Health, Safety and Environment.</li> <li>5. Must possess good knowledge of elements of Safety Management System, Asset Integrity Management and Process Safety Management including HAZOP, QRA, HIRA, BBS, Safety Culture, MOC, SOP, Incident Investigation, Training &amp; Competency, Emergency Response &amp; Preparedness.</li> </ol> <p><b><u>Desirable:</u></b></p> <ol style="list-style-type: none"> <li>1. Lead auditor or internal auditor certification of ISO45001 or OHSAS18001 and ISO14001.</li> <li>2. Certification in health, safety and environmental management under NEBOSH IGC (International General Certificate) or NEBOSH IDip (International Diploma Course) or RLI/ CLI/ NITIE/ NIT/ UGC recognised university.</li> <li>3. Auditing experience in O&amp;G Industry/Installations/ Organization</li> </ol>
3.	<p><b>Safety &amp; Environment</b> <b>(03 Nos.)</b></p>	<p><b><u>Essential:</u></b></p> <ol style="list-style-type: none"> <li>1. Must possess Graduate degree in Engineering of minimum 04 years duration in any discipline or M.Sc. in Environment Science or PHD in Environment Science from AICTE Approved College/Recognized University.</li> <li>2. 15 years of experience in Safety/ Safety &amp; Environment functions in experience in Oil &amp; Gas Company.</li> <li>3. Must possess the knowledge of OISD Standards, Guidelines, Recommended Practice, API standards, IS standards, NFPA standards, ASTM, ANSI standards etc.</li> <li>4. Must possess good knowledge of Acts, Rules, and Regulations etc. related to Health, Safety and Environment.</li> <li>5. Must possess good knowledge of elements of Safety Management System, Asset Integrity Management and Process Safety Management including HAZOP, QRA, HIRA, BBS, Safety Culture, MOC, SOP, Incident Investigation, Training &amp; Competency, Emergency Response &amp; Preparedness.</li> </ol> <p><b><u>Desirable:</u></b></p> <ol style="list-style-type: none"> <li>1. Lead auditor or internal auditor certification of ISO45001 or OHSAS18001 and ISO14001.</li> <li>2. Certification in health, safety and environmental management under NEBOSH IGC (International General Certificate) or NEBOSH IDip (International Diploma Course) or RLI/ CLI/ NITIE/ NIT/ UGC recognised university.</li> <li>3. Auditing experience in O&amp;G Industry/Installations/ Organization</li> </ol>

- 3.0 Age Limit: Minimum 60 years and Maximum 65 years as on **06<sup>th</sup> July, 2024**.
- 4.0 Period of Empanelment: 02 (two) years
- 5.0 The honorarium that will be provided to the Domain Expert on call duty is as under:

Sl. No.	Levels (Illustrative Designation)	Honorarium
1.	Director and One level below Board-EDs	Rs.10,000/- per day
2.	Two levels below Board - CGM/GGMs/Professor or equivalent	Rs.9,000/- per day
3.	Three levels below Board -GMs/Associate Professors or equivalent	Rs.9,000/- per day
4.	Four levels below Board -DGMs / Assistant professor or equivalent	Rs.8,000/- per day

- 6.0 Location of work: **FHQ, Duliajan**. However, he/she would be required to travel to any location of OIL in India depending on job requirement from time to time.
- 7.0 Travel, local conveyance, board & lodging will be arranged by the Company as per entitlements of regular executives of their status on OIL. No expenditure on residential office and communication facilities will be borne by OIL.
- 8.0 Interested and eligible persons may send their duly filled in application (only in prescribed format provided below) to CGM (HRA), Oil India Limited, P.O. Duliajan, Assam – 786602 at email id: **con\_app@oilindia.in** on or before **23:59** hours of **06<sup>th</sup> July, 2024**.

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**APPLICATION FOR ENGAGEMENT AS  
DOMAIN EXPERT (SAFETY AUDIT)**

*Please affix your  
recent passport size  
photograph*

**Area of Expertise:** \_\_\_\_\_

1	Name of the Applicant:	
2	Father's Name:	
3	Date of Birth:	
4	Gender:	
5	Address for Communication:	
6	Permanent Address (if different from address for communication):	
7	Telephone/Mobile No.	
8	E-mail ID	

9 EDUCATIONAL QUALIFICATIONS					
SN	Degree	College/ Institution	Year of passing	Specialization/ Discipline	Class/ Division
a.	Graduation				
b.	Post Graduation				
c.	Others (if any)				
d.	Any other academic details				
e.	Member of Professional Bodies				

10 EXPERIENCE DETAILS						
S. No	Name of the organization	Position held	Grade of the Position last held	Period of Service		Nature of duties
				From	To	
a.						
b.						
c.						
d.						
e.	Write-up on relevant experience (maximum 300 words)					

**DECLARATION**

I hereby certify that the particulars furnished above are true, correct and complete in all respects. In case of information provided by me being found incorrect or false, my appointment may be cancelled at any time without informing me.

**Date:**

**Place:**

**Signature of the applicant**

Please enclose copy of following documents along with the application:

1. Proof of date of birth
2. Documentary proof of relevant experience