CCQTA History

- In 1995 an ad hoc project group was formed to work on a Phosphorus tower fouling problem affecting three Canadian refineries.

- Project group participants included a number of additive suppliers, crude producers, pipeliners and refiners.

- In 1996 the CCQTA was formed to provide structure, guidelines and a vehicle for completing future multi sector projects.
CCQTA Goals

• The CCQTA was established with the following educational and scientific objectives:
  
  • Facilitate the resolution of common crude oil quality issues by establishing direct lines of communications among crude oil stakeholders
  • Provide a forum for the presentation and consideration of proposals for industry projects related to any aspect of crude oil quality
  • Improve industry knowledge and awareness of crude oil quality through the cooperative exchange of technical information among industry sectors
CCQTA Structure

• A non-profit organization, registered under the Societies Act of Alberta.
• No permanent employees
• Volunteer Board of Directors of six to ten members
• Directors are from member companies and represent:
  – Producers, Refiners, Pipeliners. Additive suppliers, Other industry services, such as commercial labs, service companies, etc
• Membership is open to anyone engaged in any commercial activity of the petroleum industry and who pays the initial and subsequent annual fees.
• Membership is corporate, no individual memberships are available
• Currently there are 54 members. These are identified in the public area of the Association website.

Contact: president@ccqta.com or secretary@ccqta.com

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Fee Structure

• Enrollment fee for large companies $2,000 CAN, plus 6% GST (includes first year membership fee)
• Enrollment fee for small companies (<5 employees) is $200 CAN plus GST
• Subsequent annual fees are typically set at less than $1000 for large companies, and substantially lower for small companies

• The fees are used primarily for:
  • Part-time legal counsel
  • Bookkeeping and office supplies
  • Directors’ travel expenses
  • Meeting costs, such as room rentals, phone and web conferencing

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CCQTA

Operating Guidelines

• The Association meets at least once a year (AGM) to elect directors, set annual budgets, update members on project activities and hear proposals for new projects. A General Meeting is also held once a year.

• All Association meetings, including projects are directed to steer clear of financial discussions in order to avoid competition issues.

• All meetings (Project & Association) are required to issue and post meeting minutes on the website.

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October 31, 2007
CCQTA Projects
Initiation

- Projects can be proposed by any member of the CCQTA
- The Board of Directors may also request the development of a project proposal
- Funding is available to assist in project scoping and development start-up costs
  - If a proposal achieves project status, start-up costs are rolled into the project cost

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October 31, 2007
CCQTA Projects

Funding

- Projects funded entirely by the project members, except for administrative support provided by the CCQTA.
- Non-members may join projects for 6 months. At that time a decision must be made to join the CCQTA or withdraw from the project group.
- Normally costs are shared on an equal basis amongst participants. Occasionally, the project group may agree to reduce share costs for participants with a low stake in success.
- Invoices are issued to project members by the CCQTA, and payable to the specific project. Separate bank accounts are maintained for each project by the CCQTA treasurer.
- All invoices must be approved by the project manager prior to payment by the CCQTA treasurer.

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CCQTA Projects

Project Manager

• Each project has its own project manager (PM). This may be the original project sponsor, or it may be another individual from a participating company.

• Projects may also have an alternate manager, to assist the PM

• A practice and guide for PM’s is available and is presently being updated

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CCQTA Projects

Project Manager Role

• Provides direction to project consultant regarding project scope and budget
• Runs project meetings and issues meeting minutes
• Reviews all project invoices and approves payment as appropriate

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CCQTA Projects Confidentiality

- Sensitive data (deemed confidential by a participant) is handled by third party consultant
- Individual projects set their rules for “project confidentiality” (ownership of data/results)
- Some projects are intended to be public and do release information on a regular basis
- CCQTA has established a default five year sunset clause on confidentiality, unless otherwise directed by the project manager

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CCQTA

Active Projects List

• Heavy Oil Manual
• Iron Fouling
• NGL Contamination
• Phosphorus in Crude
• Oilsands Bitumen Processability
• TAN Phase III

Contact: president@ccqta.com or secretary@ccqta.com
Next meetings

• Next project meetings to be held in Calgary in December and March
• CCQTA GM in Calgary in December, either the week of December 5th or 12th, depending on meeting room availability
• CCQTA AGM scheduled for mid June in Calgary, Alberta; to be held together with the COQG

Contact: president@ccqta.com or secretary@ccqta.com
CCQTA Contacts

• If interested in membership or proposing a new project, please contact:

  • President
    – Andrew Ursenbach – (403) 296-4273
  
  • Secretary
    – Andre Lemieux – (780) 975-3026
    secretary@ccqta.com