



مجموعة الهايب للخدمات النفطية  
ELLAHEEB GROUP OIL SERVICES

**SINCE 1989**



**EGOS** GIVE YOU THE BEST  
SOLUTIONS FOR **OIL** SERVICES



**ELLAHEEB GROUP** is fully registered and licensed to operate in Libya, it is driven by goal-oriented policies in which performance is the primary mover, to achieve its goals, the company has recognized that customer satisfaction is the single most crucial aspect of any business upon which profits and long term growth depend. In association with its working partners, we introduced innovative quality products, techniques, and technologies that constitute the core of its future growth. The intended product line is focused on solutions to the problems in "Oil Production" and is focused on meeting market demand as well as customer expectations in the form of better support services.

## HISTORY

**1989 - 1997** TASHARUKIAT ALMANSOURA FOR MAINTENACE CONSTRUCTION & TRANSPOTATION SERVICES  
**1998 - 2011** TASHARUKIAT EL LAHEEB FOR TRANSPORT, MAINTENACE AND GENERAL SERVICES  
**2016 - 2018** EL LAHEEB OIL SERVICES COMPANY LIMITED  
**2018 - 2022** EL LAHEEB GROUP OIL SERVICES CORPORATION

## PROFILE

We have **32** years of experience in undertaking Construction Works, Maintenance / Repair, Rehabilitation and Revamping Works for Oil & Gas Fields, Including Engineering Design & Materials Procurement Services as well as Technical Manpower Services to clients. With the philosophy of completing the projects and supplying Technical Manpower Services to meet client's satisfaction, EL LAHEEB OIL SERVICES continues to be trusted by its clients.

## Mission Statement

Billionaire investor Warren Buffett said "price is what you pay but the quality is what you get" and that expression is very true. With us, we understand that your time is very valuable and you only want the best and most current industry-related knowledge which is what we bring to the table. Instead of giving you massive amounts of inaccurate or outdated information, you get precisely what you want, the most current knowledge so you can make truly informed decisions that will directly impact productivity and your bottom line. When results are what you are looking for then the choice is clear, we are your partners in success.

## Consultants

Our team of consultants has over **24** years of experience in Libya (with private & Government companies). Their knowledge ranges and encompasses both upstream and downstream sectors. Our consultants are post-graduates of American and European Universities specializing in the oil industry. In addition to consultation, we also provide the following services:

- 1) Consultation in both upstream and downstream.**
- 2) Providing local Libyan engineers with wide and varied experience in their respective fields Representing multinational companies.**



## ❖ OUR SERVICES

- ❖ Tank cleaning ( Providing global resource remediation and recovery solutions ).
- ❖ Supplying all Chemical Products.
- ❖ Supply, maintenance and drilling of water wells insure Laboure's specialized in digging water wells.
- ❖ Supplying Industrial Materials.
- ❖ Renting all various equipment and instruments related to the oil field sector. (We have different machinery and equipment e.g. cement mixers, welding machine).
- ❖ Manpower supply (we provide skilled technical, supervision, workers and welders as international standards required in the oil and gas industry).
- ❖ Heavy transportation light transportation. (We are experts in this field and you can find the details in a special transport supplement).
- ❖ Construction (Concrete and Steel Constructor Building).
- ❖ All sorts of painting works (e.g. rust treatments of the industrial units and petroleum organization).
- ❖ Building and maintenance of Storage Tanks, Heat Exchangers And Gasholders (including design, engineering, maintenance onsite build and full management ).
- ❖ Camping rental and sale (Preparing sites inside the oilfield and providing accommodation and meals)
- ❖ Cleaning and removing dust.
- ❖ Excavation and refilling work. (We have all equipment needed to complete the work).
- ❖ QA/QC inspection and safety management.
- ❖ Maintenance work for the industrial units and the oil establishments. (Equipment, building and infrastructure)
- ❖ Sand concealing works surrounding oil wells.(Providing supervision, workers, equipment and materials required)
- ❖ Safety and security system supply and installation.
- ❖ Training and indigenization.
- ❖ Testing and commissioning equipment on which were installed.
- ❖ Welding work and extending gas, and oil pipelines.



## ❖ COMPANY HSE PLAN

✓ Based on all HSE-related actions which we plan to undertake during the year. The plan is intended to manage HSE matters and to improve HSE performance in all areas.

### ✓ Targets

- Management System Promote and enforce the Implementation of employee policy, and HSE management system and raise awareness of its use among all division and department personnel. Keep existing HSE management tools alive, getting attention planned and subject to change and improvement as necessary on monthly bases.
- Hazard Promote the use of HOS (Hazard Observation System) to raise awareness of safety hazards among all personnel and to decrease the number of fatalities and accidents to zero number. Raise awareness of safety hazards among all personnel. Focusing on using of HOS system on daily bases to decrease the number of fatalities and accidents to zero number.
- Road Safety Raise the standard of all road transport operations. Ensure that all drivers have driving training, a valid company driving permeation and driving licenses on monthly bases. Control all transportation throw vehicle trip orders, and minimize night driving as much as possible on daily bases. Audit and checks the vehicles on a weekly bases. Ensure that all vehicles are complying with all safety regulations on monthly bases.
- Environment Raise awareness of the principles of environmental conservation and eliminate unacceptable environmental damage. Ensure and focus to follow the waste management system for the Location we work for
- Health Raise the awareness of the principles of occupational health monitoring and improve the management controls. Ensure that all employees follow our health and safety rolls on monthly bases. Ensure that all employees have our health training course (back safety, Hand safety, Hydrogen -Sulfide safety, Chemical Safety and Hearing Conservation) on quarterly bases. Make medical check-ups for the new employees and others on yearly bases

### ✓ Tools

1. Monthly meeting and follow-up on action points from previous meetings.
2. HSE training programs.
3. Auditing and field visiting programs.
4. Monitor all vehicle transportation.

### ✓ Action Parties

1. Managers.
2. Operation Supervisors.
3. HSE Supervisors

### ✓ Progress monitoring

1. Review the progress against the HSE plan every 6 months.
2. Minutes of each monthly meeting including records of follow-up on action points from previous meetings.
3. Recording minutes and action points for all field visits.
4. Report on each visit or audit.



❖ SUMMARY OF OUR QUALITY, HEALTH, SAFETY & ENVIRONMENTAL MANAGEMENT SYSTEM (QHSE)

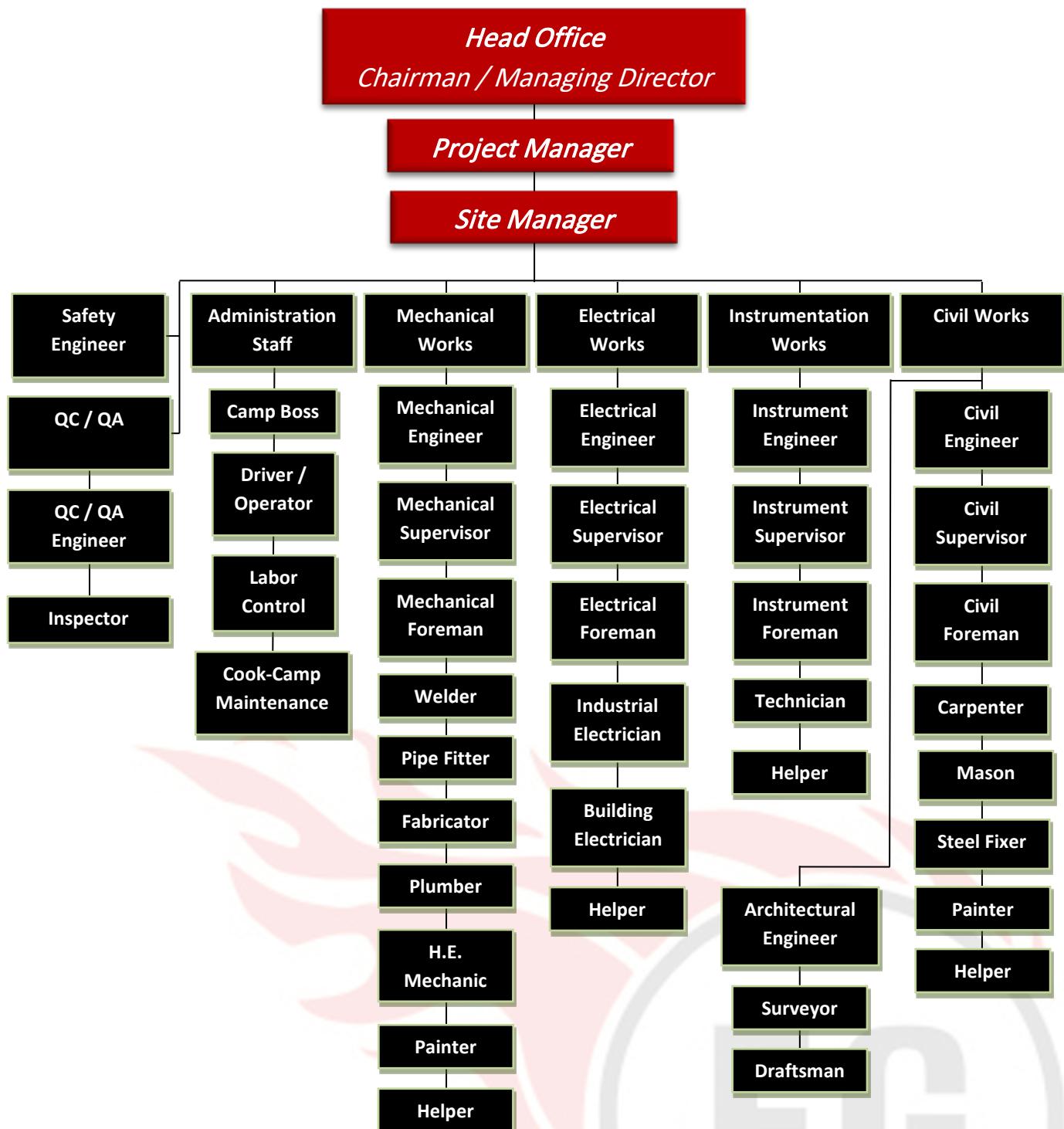
1. QHSE is a necessity and a priority. We provide safe and environmentally friendly services complying with the laws of Libya, and all our client's QHSE policies, standards, regulations and procedures as far as the safety of personnel and pieces of equipment is concerned.
2. Your company can assess our personnel, vehicles, equipment, and safety system and make suggestions.
3. We will provide a safety supervisor to supervise our work and cooperate with you for our mutual interests.
4. Reporting each accident incident will be from our supervisor who reports immediately to your office.
5. Our safety supervisor will be equipped with a personal Thuraya Phone to report every happening immediately.
6. If any unfortunate accident results from a mistake committed by our workforce, we will bear responsibility.
7. Alcoholic drinks and drugs are banned by our company as a rule. In case of such unfortunate action, the abuser will be dismissed immediately.

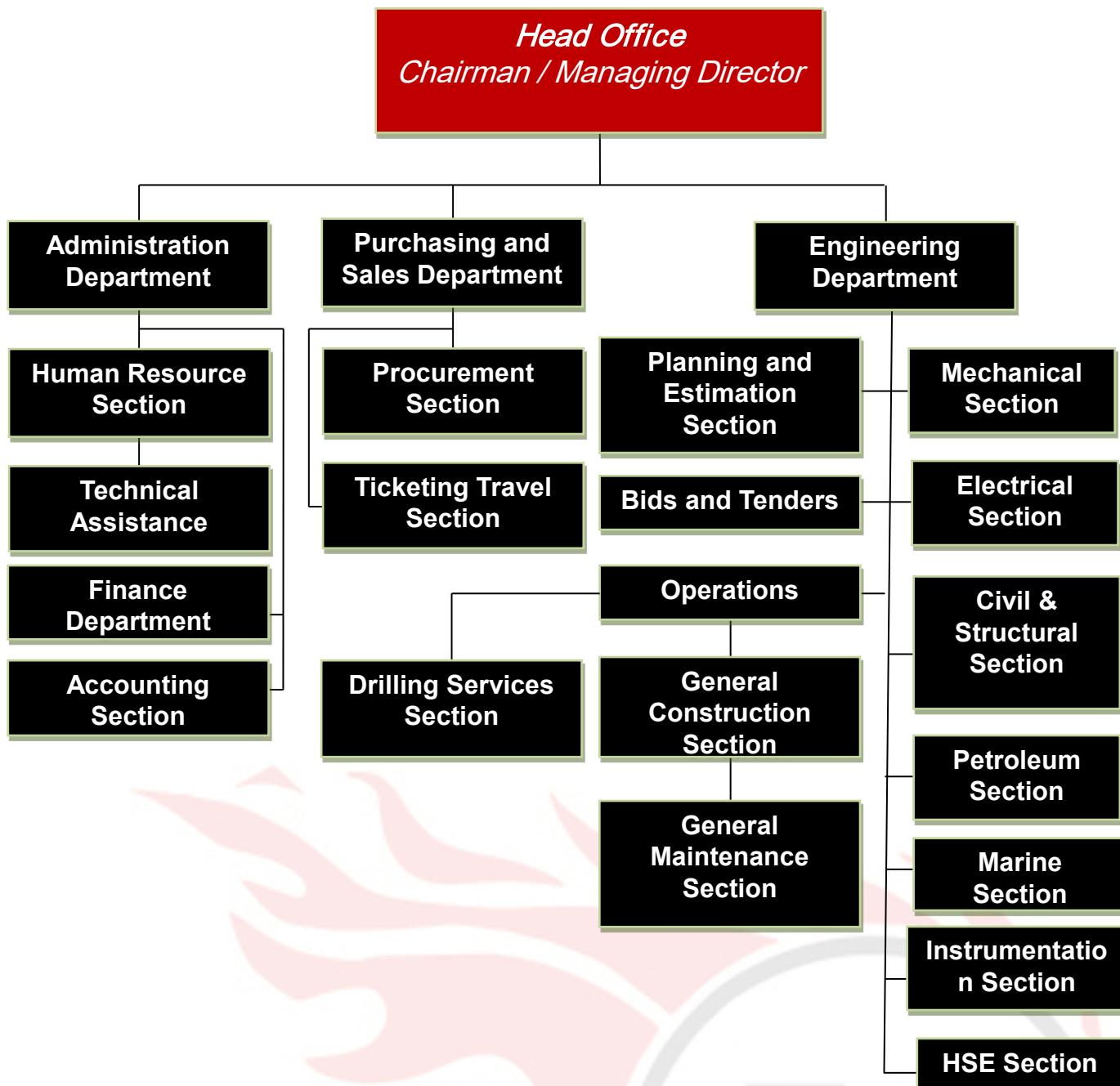
❖ LOCAL OBLIGATION

- ✓ We are responsible for every local obligation that concerns our work with you in all areas of Libya i.e. we are ready to provide permits to work at all locations.

❖ PERFORMANCE REVIEWS

- ✓ We both have to hold a service appraisal meeting to discuss our services and any other current or future issue.







## ❖ ENGINEERING

- ✓ Engineering department consists of engineers, designers and technicians to study all projects, and observe and follow up on achievements with a great degree of training and experience. The department is ready for dealing with the most complicated project. The department is well prepared with the recently updated engineering system, Computers, planning, designing and assessment of projects.
- ✓ Documents this department prepares:
  - P&I diagram.
  - Flow diagram.
  - Piping layout.
  - Electrical cables connection & distribution.
  - Material lists.
  - Project schedule.
  - Project cost.

## ❖ CONTRACTS ADMINISTRATION DEPARTMENT

- ✓ Management, signing contracts, and general supervision.

## ❖ SUPPORTING AND FOLLOW – UP DEPARTMENT

- ✓ Preparing engineering studies, drawings and designs also preparing reports about local and international Market and following –up with several world institutions.

## ❖ PROCUREMENTS AND SHIPMENT DEPARTMENT

- ✓ Buying materials, storing, delivering to the site and observing

## ❖ EXECUTION AND CONSTRUCTION DEPARTMENT

- ✓ Carrying out projects.
- ✓ Construction, Testing and commissioning for Oil & Gas Field facilities including pipelines, trunk lines, process piping and facilities.
- ✓ Oil and Gas Processing plant.
- ✓ Crude oil and products storage tanks up to 500,000 bbls in capacity.
- ✓ Construction and refurbishment of accommodation blocks suitable to desert conditions according to BS, ASTM, and ACI standards.



## ❖ MANPOWER SUPPLY

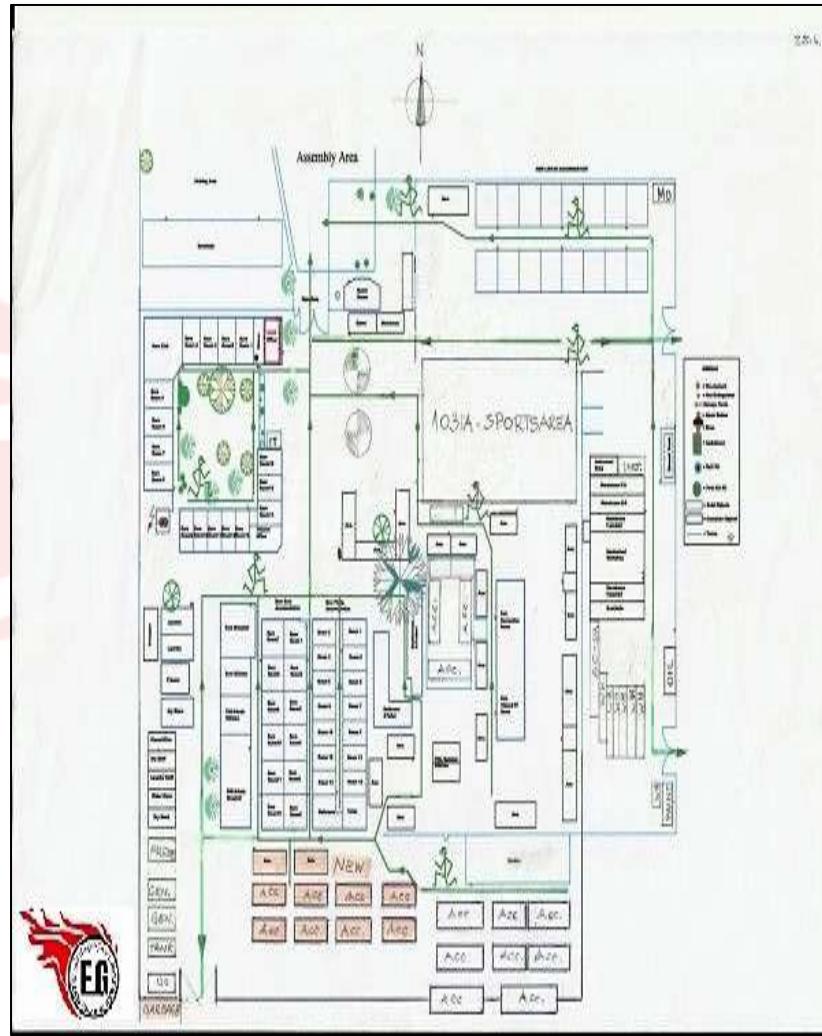
- We have a pool of skilled manpower that could be mobilized within a reasonable time for any undertaking.
- We aim to guarantee the quality and excellent delivery of our performance, through regular "Project Evaluation and assessment" concerning workers' responsibilities and duties contributing respect and efficiency in satisfying our client's needs and requirements.
- By providing offshore and onshore manpower services such as assigning qualified personnel (welders, riggers, pipe makers, scaffolders, electricians, NDT operators, foremen, safety controllers, instructors (trainers...), etc.
- Before every project the workers undergo specific training related to conditions of work, procedures, risks and safety, MEDEVAC procedure, Specific work condition risks, standards and regulations related to the company's clients.
- Plus a skill certificate is delivered to each worker containing all his personal and medical information, in addition to a list of courses taken and skills acquired.
- We provide highly skilled, skilled & semi-skilled human resources.



## ❖ LOCATIONS

### ❖ 103A

103A Camp EL LAHEEB took over the Camp in 1989 103A is a thriving Camp which is home to 75 EL LAHEEB employees. This multi-national group live and operate out of 103A, with people committed to the Service Contract with Zueitina Oil Company, to Project LY26/I 1092, whilst others are committed to the life-support of their fellow colleagues. Those living in 103A make the most of the facilities and are motivated to making life as comfortable as possible. 103A is a well administered and run Camp where our people live harmoniously with one another. The Camp offers additional accommodation for 15 Senior Staff and 65 Junior Staff.





## ❖ LOCATIONS

### ❖ Benghazi

Benghazi is the second largest city in Libya, the capital of the Cyrenaica region, and the former provisional capital of the National Transitional Council. The wider metropolitan area is also a district of Libya. The EL LAHEEB Benghazi Camp, is to the North East of the city just off the Tobruk Road. The Benghazi Camp is currently home to a small yet dedicated and diverse workforce; 6 Filipinos, 3 Libyans, 1 Sudanese, 1 Bangladesh and 1 Maltese. The Camp acts as the servicing point for all EL LAHEEB workers on the Eastern side of Libya and is the local purchase hub for a number of our Camps. It also provides transit accommodation to those travelling in and out of Benghazi International Airport.





❖ RENTING ALL VARIOUS EQUIPMENT AND INSTRUMENTS SERVICE

Offering a wide selection of Welding Equipment. We provide Welding Equipment as well as tube-to-tube sheet welding equipment and weld overlay applications.

• CONTROLLERS AND ACCESSORIES	• TOOLING PRODUCT
• DIRECT ARC VIEW COLOR VIDEO SYSTEMS	• TUBE WELDING POWER SUPPLIES
• FUSION TUBE WELD HEADS	• TUBE-TO-TUBE SHEET WELD HEADS
• PIPE WELD HEADS WITH FILLER WIRE	• CUT-OFF BLADES
• PIPE WELDING POWER SUPPLIES, ACCESSORIES	• BEVEL BLADES
• POPULAR WELD HEADS	• ORBITAL WELDING
• EQUIPMENT TUBE AND PIPE WELDING	



Benvenuti in  
Welcome to **DECA**

**EUROPEAN  
PRODUCT**



Saldatrici  
Carica Batterie  
Avviatori  
Welding Equipments  
Battery Chargers  
Boosters



We also supply orbital tube and pipe welding equipment, tools and accessories. We offer and supply precision automatic welding systems for fusion welding to multiphase applications requiring wire feed, torch oscillation and arc voltage control.

- AUTO WELD SYSTEM
- GMAW/FCAW PIPE POWER SOURCE, CONTROLLERS
- GMAW/FCAW PIPE WELD HEAD
- PIPE POWER SOURCE, CONTROLLERS
- PIPE WELD HEADS -FULL FUNCTION
- SPECIAL APPLICATIONS AND ENGINEERING
- TUBE WELD HEADS -FUSION
- TUBE, PIPE WELD HEADS -FUSION, FILLER WIRE
- TUBE, PIPE, AND TUBE-TO-TUBE SHEET
- POWER SOURCE, CONTROLLERS
- TUBE-TO-TUBESHEET WELD HEADS

#### LIST OF CONSUMABLES AND EQUIPMENT

E Q U I P M E N T S		CONSUMABLES	
Hot tapping machine various	Blasting grits copper slags, 3tons/bag	Welding rods e6010x4mm	Acetylene cylinder
Travel cutting 16" to 72"	Cutting disc steel 125x2.5 x22.2	Welding rods e6010x5mm	Surveying equipment
Wrapping machine 12 "to 18"	Cutting disc steel 180x2.5 x22.5	Welding rods e7018x2.5mm	Oxygen cylinder
Wrapping machine 24" to 36"	Cutting disc steel 6.4x22.2x150	Welding rods e7018x3.5mm	
Pipe bender 6" to 12"	Grinding disc 6.4x22.2x180	Welding rods e6010x5mm	
Hydrolyser 0-10,000 psi	-	Welding rods e6010x3.25mm	
		Welding rods e6010x2.5mm	
		Welding rods e6010x4mm	





❖ HAMADA FIELD

✓ INSTALLATION WORKS OF THE RESERVOIRS & CONSTRUCTION OF OILTANKS



❖ HALLIBURTON

HALLIBURTON

✓ INSTALLATION OF ADMINISTRATION AND TRANSPORTABLE RESTAURANT LOCATION





✓ INSTALLATION OF EXPLOSIVE LOCATION



✓ FABRICATION WELDING SANDBLASTING AND PAINTING FOR WORKSHOP



✓ FABRICATION WELDING SANDBLASTING AND PAINTING FOR HANGERS



✓ CONCRETING WORK





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❖ **KCA DEUTAG**

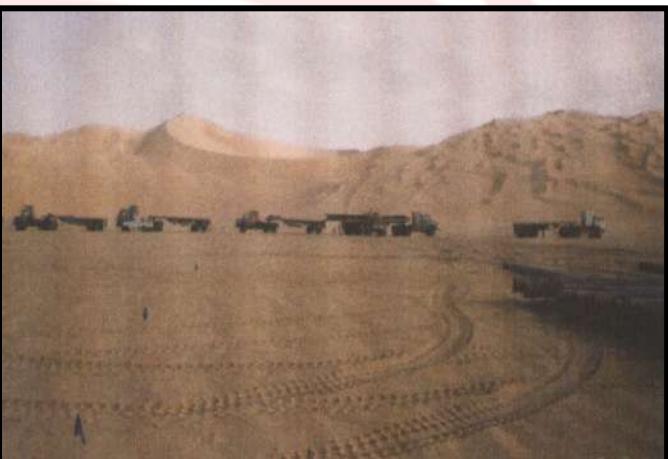
MANPOWER & EQUIPMENT SUPPLY

**KCA DEUTAG**



❖ **NWD**

- ✓ RIG MOVE
- ✓ TRANSPORTING OF RIG 21 AND 24 FROM WAHA TO 103D





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SINCE 1989

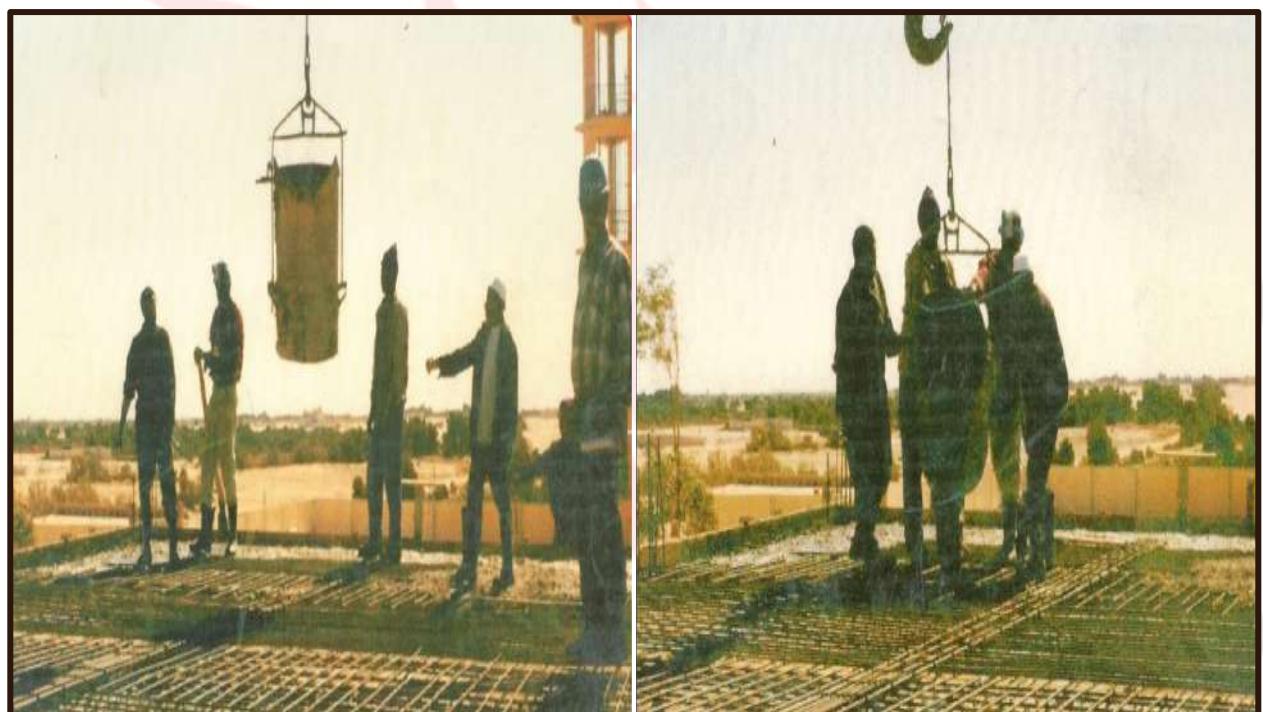
## ❖ PIPELINE INSTALATION

- ✓ Sewage pipeline work in Benghazi



## ❖ OJLAA SCHOOL

- ✓ CONSTRUCTION MANPOWER SUPPLY AND EQUIPMENT SUPPLY





❖ SCHLUMBERGER

✓ GARDEN AT FIELD 103 A



✓ SANDBLASTING AND PAINTING



❖ SHELL



✓ INSPECTION WORK

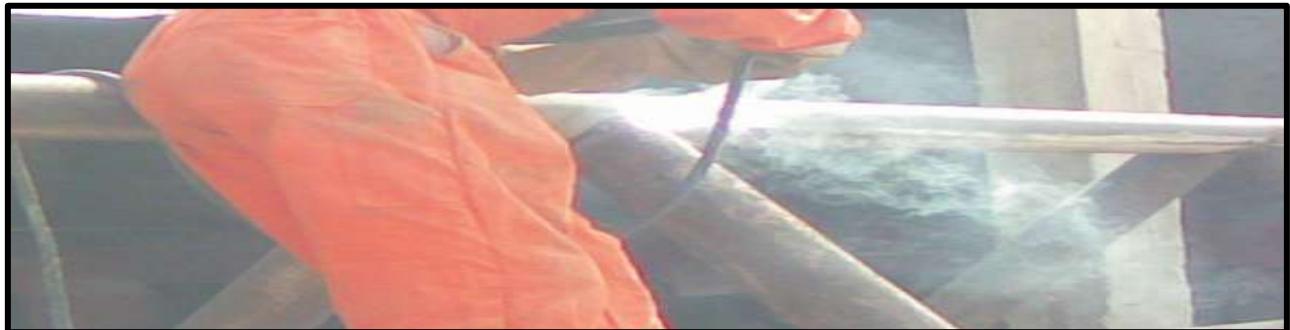




مجموعة الهايب للخدمات النفطية  
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✓ WELDING WORK

SINCE 1989



✓ SANDBLASTING AND PAINTING



❖ WEATHERFORD

✓ MANPOWER SUPPLY



✓ MAKING OF GROUND CONCRETE  
✓ CEMENT MOULDS OF PIPES FIELD 103A





✓ EXECUTING OF CONTROL ROOM AND HOLE TESTING FOR INSPECTION DEPARTMENT IN 103-A FEILD

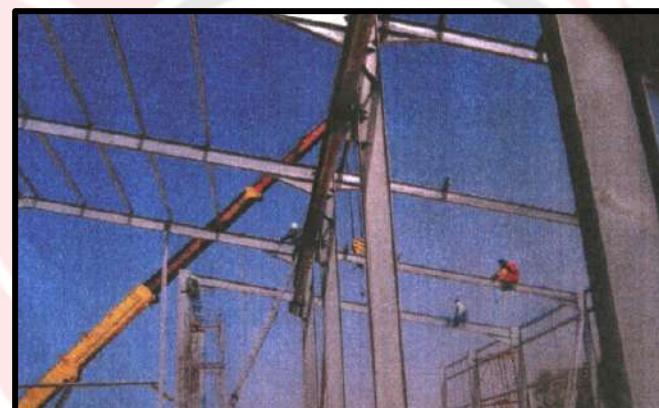
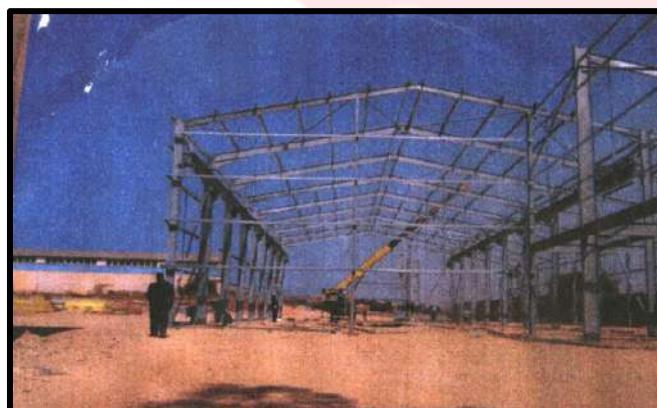


❖ WAHA

✓ INSTALLATION MAINTENANCE AND RENOVATION OF SWIMMING POOL



✓ WORKSHOP CONSTRUCTION





مجموعة الهيب للخدمات النفطية  
ELLAHEEB GROUP OIL SERVICES

SINCE 1989

❖ ZOC

✓ MAINTENANCE OF CAMP GATE AT 103-D



شركة الزويتينة للنفط  
Zueitina oil company

✓ MAINTENANCE OF COMPANY GATE AT 103-D



✓ GATE MAINTENACE AT 103-A



✓ FENCING



## ❖ History

**OJALA**



**inter beton**  
HEIDELBERGCEMENTGroup



**ZUEITINA**

**VAOS**

**Weatherford**

**HALLIBURTON**

**Schlumberger**



**KCA DEUTAG**

COMPANY NAME	YEAR	OUR NAME	PROJECTS
OJALA SCHOOL	1990	ALMANSOURA	Construction, manpower supply and equipment supply & Vehicles.
VEBA	1990	EL LAHEEB	
INTERBETON	2007	EL LAHEEB	Supply of Personnel at 103-D Zuietina Shut Down Gas Plant
ROAD CONSTRUCTION	2000-2009	EL LAHEEB	Road construction in BENGHAZI, ZLETIN ,OJLA
NWD	2004-2006	EL LAHEEB	Transportation of rigs9,12and 17 Supplying of Manpower & Vehicles and equipment Construction and Maintenance
WAHA	1993-1999	EL LAHEEB	Supply of Manpower, Construction & Vehicles.
ZUEITINA OIL COMPANY	1989-2008	ELLAHEEB ALMANSOURA	Supplying of Manpower & Vehicles and equipment Construction and shutdown Maintenance and maintenance
VAOS LTD	2007	EL LAHEEB	Supply of Personnel at 103-D Zuietina Shut Down Gas Plant
WEATHERFORD LAMB LTD	2003-2007	EL LAHEEB	Supply of Manpower, Construction Transportation.
HALLIBURTON COMPANY	2007	EL LAHEEB	Supply of Manpower, Construction & Transportation Vehicles.
SCHLUMBERGER OIL FIELD	1989 -2007	EL LAHEEB	Supply of Manpower, Construction & Leasing Transportation Vehicles.
SHELL	2006 -2008	EL LAHEEB	contract Agreement for the Fabrication of Pipe Rack and Drift rays
AGOCO NAFOORA	1998	EL LAHEEB	Fabrication of pipe racks and welding pipeline construction equipment supply maintenance & workshop construction
HAMADA FIELD NC5	1999	EL LAHEEB	installation works of the reservoirs & construction of oil tanks
KCA DEUTAG GMBH	2007 - 2011	EL LAHEEB	Supply of Manpower and equipment to different Rigs and office base in tripoli

لاديمقراطية  
بدون مؤسسات شعبية

NATIONAL OIL CORPORATION



الجماهيرية العربية الليبية  
الشيوعية الاشتراكية العظمى

المؤسسة الوطنية للنفط

DATE : ١٣٧١.٧.٢٠١٤

السجل : ٦٩٨

الموافق :

الملف :

الأخ / مفوض عام

تشاركية المهيب للنقل والصيانة والخدمات العامة

بعد التحية ، ..

وبهذا نفيدكم بأنه قد تم تسجيل تشاركيتكم بالسجل الفي بالمؤسسة الوطنية للنفط

تحت رقم (370) وفق النشاط المصرح لكم العمل به (أعمال النقل والصيانة العامة

والخدمات العامة).

ومن خلاله يمكنكم المشاركة في العطاءات والأعمال التي تطرح من قبل الشركات

النفطية وفق الأسس والضوابط المعمول بها في القطاع .

والسلام عليكم ورحمة الله وبركاته ..

صالح المبروك رحمة

مدير عام الإدارة العامة لتنمية  
وتطوير القوى العاملة



صورة طبق الأصل

صورة لأخ / أمين اللجنة الشيعية  
صورة لأخ / رئيس مكتب التصاريح النفطية  
صورة لأخ / مدير تخطيط القوى العاملة

طبع بتاريخ : ١٣٧١/٧/٢٣ وبر  
كع. بم. المجموعي بطبع سراج ALI 4



دولة ليبيا

المؤسسة الوطنية للنفط

التاريخ : 2017/07/03  
الموافق : 2017/09/10

التسجيل : 2017/520  
الملف : 107

السيد/ المدير العام  
شركة / النهيب للخدمات النفطية

بعد التحية ، ،

الحافا الى العرض الذي قدمته شركتكم بتاريخ 2017/07/03 م بمقر المؤسسة الوطنية للنفط والذي /تحوى امكانيات الشركة في تقديم بعض الخدمات والمواد ذات العلاقة بالعمليات النفطية ، والحاذا لخطابكم المورخ في 2017/08/23 م والذي يدل على اكتراثكم بهذه المجال .

بهذا تثمن مجهوداتكم التي تساهم في إيجاد حلول للمشاكل الفنية المتعلقة بالمواد المصاحبة للنفط مثل الأوحال (Sludge).

عليه نرى أن تقوم شركتكم بالإتصال المباشر مع الشركات التابعة للمؤسسة وذلك لتجريب المادة موضوع مراسلتكم .

والسلام عليكم ، ، ،

صالح احمد البصير  
مدير عام الادارة العامة  
للاستكشاف والإنتاج / م

صورة لسيد / رئيس مجلس الادارة .  
صورة لسيد / مدير ادارة الإنتاج .  
صورة لسيد / مدير ادارة الصيانة والمشاريع  
صورة / الملف  
كم / ص. زايد - م او هبة بريهان

# ELLAHEEB OIL SERVICES

REF.NO.L.B /0016-2017  
Date 5-7-2017

الأخوة / شركة الزويتينه للنفط.  
الأخ / رئيس مجلس الادارة  
الاخ / مدير ادارة المشاريع  
الاخ / مدير ادارة العمليات  
الاخ / مدير ادارة الهندسه  
الاخ / مدير ادارة الصيانه  
الاخ / مدير ادارة التدريب  
الاخ مدير ادارة الامن والسلامه  
الاخ/ مدير ادارة الحفر  
الاخ / مدير ادارة التشغيل  
بعد التحية ،،،

لقد قامت شركة اللهيب بعرض ورقة عمل بالموسسه الوطنية للنفط يوم 3.7.2017 وذلك بالتنسيق المسبق مع الاستاذ/ صالح البصير مدير ادارة المشاريع بالموسسه ونظرالعدم تمكمن من الحضور عليه نطلب منكم موعد لعرض نشاطتنا في مجال تنظيف الخزانات ومعالجة المخلفات بطرق سليمه واقتصاديه والصيانه وتطوير زياده الانتاج ونظرالا وجود مدير الشركة الاجنبي والذي سوف يغادر يوم الجمعة الموافق 7/7/2017 عليه نامل ان يكون الموعد في اقرب فرصه ممكنه قبل نهاية الاسبوع

ونشكركم على حسن تعاؤنكم

والى عليكم لام

سعد صالح سعد  
المدير العام



٢٠١٧-٠٧-٥  
٢٠١٧-٠٧-٥  
٢٠١٧-٠٧-٥



\* صورة الى ..  
\* مفوض العمال ..  
\* إدارة الشئون الإدارية والمالية ..  
\* الدوري العام ..

Email:saad.ojeli@gmail.com

Mobile: 0913731007/0913332150

Address: Janzour Elgiran Tripoli office,

Tajoura BerAlosta Milad Guest house

Tel \ Fax: 000218 21 7141278



التاريخ : 28/أبريل/2019 م

الرقم الإشاري 174/2019 م

السيد المحترم / رئيس مجلس الإدارة - المؤسسة الوطنية للنفط

**الموضوع : زيارة عمل لشركة T.H.I. Revêtement Company (مصفاة بنزرت - تونس)**

تحية طيبة ،،

إشارة إلى رسالتكم رقم (1938) والموزرخة في 2015/07/21 بشأن لخذ الأن المسبق من المؤسسة الوطنية للنفط بخصوص المهام الرسمية والدورات التدريبية الخارجية.

كما هو معلوم لديكم المشاكل الفنية التي حدث مؤخرا في خزانات النفط الخام بحظيرة خزانات الزاوية وحق الشراراة الناتجة عن تأكل اللوحات السفلية لقاعدة الخزانات الأمر الذي يتطلب خروج هذه الخزانات عن الخدمة لمدة طويلة لغرض الصيانة تاهيك عن التكلفة المالية.

وحيث أننا تلقينا دعوة من أحد الشركات المتخصصة في مجال صيانة الخزانات باستعمال مادة يمكن تطبيقها على أرضية الخزانات بدون اللجوء الى تركيب أرضية جديدة .

وبناء على ذلك ... نأمل منكم الموافقة على إيفاد فريق من المهندسين المتخصصين للقيام بزيارة ميدانية لشركة T.H.I. Revêtement Company التونسية (مصنع تكرير النفط بنزرت) والأجتماع مع المختصين لديهم للتتأكد من الجوانب الفنية

لهذه المادة ، والمهندسين هم :-

1. خالد زياده
2. أنور الورشاني
3. رامي الضاوي

شكراً لكم حسن تعاونكم  
والسلام عليكم ورحمة الله وبركاته



نوري النفطي الصيد  
رئيس لجنة الإدارة



التاريخ: ٢٠١٩/١١/١٣

الرقم الإشاري: ٢٠٢٠.١٠٥٠.٩١٥

### المسادة / شركة اللهيب للخدمات الخففية

تحية طيبة وبعد ،،

بالإشارة الى رسالتكم الواردة بتاريخ ٢٠١٩/١١/٠٥م بخصوص اعتماد إجراءات

( Procedure Qualification Record )

اللي

نعلمكم بأنه قد تم اعتماد ( Procedure Qualification Record ) المذكورة  
أعلاه بناء على البيانات الواردة والمقدمة من طرفكم .

السلام عليكم

سالم

المركز المهني المتقدم لتقنيات اللحام

مدير عام المركز  
مديراً عاماً  
المركز المهني المتقدم لتقنيات اللحام  
الجامعة الالكترونية للبيئة والعلوم والتكنولوجيا

## SPECIAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That I, **SALEH SAAD**, a Libyan citizen of legal age, with postal address at **LAHEEB COMPANY**, Building No. 1, 7<sup>th</sup> October Street, Tripoli, Libya, by these presents do hereby name, constitute and appoint **KRONA INTERNATIONAL SERVICE SYSTEMS, INC.**, of G/F, SMS Annex Building, 213 Sen. Gil Puyat Avenue, Makati City 1235, Philippines, represented by **MRS. ELSA U. VILLA**, President, to be my true and lawful attorney-in-fact, to do the following acts and things, namely:

- a. To act as my sole labor representative and agent to represent the name of the company in any agency of the Philippine government which are private in nature;
- b. To act as my Labor Representative and Agent to represent us in the hiring of our company's personnel and/or employees in the Philippines for employment in the countries of Libya;
- c. To draw, execute, sign and deliver any documents that are necessary in the premises in order to perfect and consummate the transaction involved therein with regards to the recruitment of Filipino workers;
- d. To bring suit, defend and enter into any compromise for and in behalf of the Employer/Principal in litigations involving the hiring and employment of Filipino contract workers for said Principal;
- e. To assume jointly and solidarity with the foreign Principal any liability/responsibility that may arise in connection with the recruitment and hiring of the workers, including the full implementation of the employment contract;
- f. That this contract shall be for a period of two (2) years, renewable upon agreement of the parties and cannot be cancelled or withdrawn during the life of the contract, unless upon prior notice, in writing, at least two (2) months to the date of the cancellation or withdrawal.

IN WITNESS WHEREOF, I have hereunto affixed my hand this day.



SUBSCRIBED AND SWORN to before me this 10th day of July 2007. Affiant exhibited to me his Passport No. 224142 issued at BENGHAZI, on 17-7-2006.

NOTARY PUBLIC



**EMBASSY OF THE REPUBLIC OF THE PHILIPPINES**  
**Tripoli**

TO ALL WHOM THESE PRESENTS SHALL COME, GREETINGS:

I, DR. MARY JENNIFER D. DINGAL, Third Secretary and Vice Consul of the Republic of the Philippines in the Great Socialist People's Libyan Arab Jamahiriya, do hereby certify that NASSER S. MUSTAFA, whose signature appears in the attached documents, was at the time of signing, the Labor Attaché II of the Philippine Embassy in Tripoli, G.S.P.L.A.J.

I FURTHER CERTIFY that I am familiar with his handwriting and verily believe that the signature and seal affixed to the said document are genuine.

IN WITNESS HEREOF, I have hereunto set my hand at the City of Tripoli, Libya, this 25<sup>th</sup> day of July 2007.



DR. MARY JENNIFER D. DINGAL  
Third Secretary and Vice Consul

Annexed document(s) is/are:

The following: Job Order, Special Power of Attorney, Recruitment Agreement, Standard Employment



## Interoffice Memo

To: Distribution  
From: Field Co-ordinator, 103D  
Subject: SHUTDOWN 2007

Date: 22.05.2007

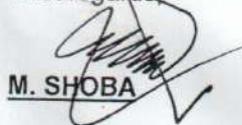
On behalf of Zueitina Field Management, I would like to take this opportunity to express my deep appreciation and congratulations to your personnel for their concerted efforts in the just concluded Shutdown. The success of the last Turnaround was a result of a well planned work coordination and the collective efforts from your staff involved in the Shutdown activities. This could not have been possible without your personnel's diligence in carrying out their duties in a safe and professional manner.

The joint efforts by Gas Plant, Production, Safety, Maintenance, General Maintenance, Transportation 103D, Teknica NDT personnel and the last but not the least our Gen.Maintenance Contract workers (special mention to VAOS, Interbeton, El-Laheeb) for their long hours worked deserve our commendation.

My personal thanks to M. Abaid, Operations Supt who stayed here and assisted the shutdown implementation for 2 weeks during the Turnaround period. My appreciation also goes to the Field Superintendent 103, Field Coordinator 103A, General Maintenance 103A, P&TS 103A and GL for their support.

Again, thank you all for a job well done!

Best regards,



M. SHOBA  
CC: M. Abaid, Operations Supt.  
Field Supt. 103  
Field Coordinator 103A  
Gen. Maint. 103A  
P&TS 103A  
GL Representative

Distribution:

- Gas Plant Supv.
- Maintenance Supv.
- Production Supv.
- Safety Supv.
- General Maint. S/F
- Transportation S/F
- Contractors



• NASSER S. MUSTAFA  
Labor Attaché II

Project File  
Maintenance period/one Year

**Harouge Oil Operations**  
Tel.: 00218 21 3330081  
P.O. Box 690  
Tripoli - Libya



الهروج للعمليات النفطية  
هاتف: 00218-21-3330081  
ص.ب 690  
طرابلس - ليبيا

<b>Fax Ref.</b> HOO - <b>ELLAHEEB</b> <i>Fire water pumps 8674</i>	<b>Fax Date:</b> 30/09/2019	<b>Total No. of Pages:</b> 2
<b>From:</b> Harouge Oil Operations Haithem Alwani General Engineering Manager	<b>To:</b> ELLAHEEB OIL SERVICES CO. Attn.: Saad Saleh Ojeli General Manager	
<b>Fax No:</b> (218 21) 4444484	<b>Fax No.:</b> 091 3332150 <b>Mobile:</b> 091 3332150 <b>Email:</b> saad.ojeli@gmail.com	
<b>cc:</b> E&P General Manager Projects Engineering Supt. Projects Execution Supt.	Civil Engineering Coord. Amal Construction Coordinator Project Engineer (YM)	

**Subject: Replacement of Fire Water Pumps Foundations for Stations 7, 9 and 10 at Amal Acceptance Completion Letter**

This letter serves as formal notification of the hand over and Harouge's acceptance of the above-mentioned project on 10-05-2019, as well as commencement of the one year guarantee period from the handing over date. The guarantee period is deemed to have commenced on 11-05-2019 and expires on 10-05-2020 as per article 24 of the conditions of the Contract.

This accepted completion date represents a total construction period of 117 days compared to Ellaheeb Oil Services Company contract schedule of (70 days from signature of the Contract dated 14/01/2019) i.e. a difference of 47 days.

In accordance with article 6, you are to maintain of the insurance throughout the duration of the guarantee period.

You are requested to ensure the expeditious resolution of any matters involving maintenance and repairs, which are brought to your attention by Harouge's Construction Coordinator or Project Engineer during the guarantee period.

In accordance with CONTRACT article 30, HOO retains the right to apply penalty for late completion and as per Schedule 'B', article D at the rate of 5% of the total value of the Change Order No.1 revised value.

Regards,

*for* *Haithem Alwani* *61/10/2019*  
General Engineering Manager  
YM/SF/LG *[Signature]*

**Harouge Oil Operations**  
Tel.: 00218 21 3330081  
P.O. Box 690  
Tripoli - Libya



الهروج للعمليات النفطية  
هاتف: 00218-21-3330081  
ص.ب 690  
طرابلس - ليبيا

Fax Ref.: <b>P.34.092</b>	Fax Date: 7/02/2022	Total No. of Pages: 1 with 9 attached.
<b>From:</b> Harouge Oil Operations Mohamed Bukra Projects Manager	<b>To :</b> ELLAHEEB OIL SERVICES CO. Attn. : Saad Saleh Ojeli General Manager	
<b>Fax No:</b> (218 21) 4444484	<b>Fax No. :</b> 091 3332150 <b>Mobile:</b> 091 3332150 <b>Email:</b> saad.ojeli@gmail.com	

**SUBJECT: MODIFICATIONS TO MECHANICAL WORKS FOR FIRE WATER PUMPS  
AT STATIONS 9 AND 10 AT AMAL**

**Re: Invitation to Submit Offer**

With referring to the above project "Modifications to Mechanical Works for Fire Water Pumps at Stations 9 and 10 at Amal Field", you are cordially invited to submit your best offer price and completion time for subject works according to the attached Scope of Work, Commercial Conditions and drawings.

Quotation will be subject to the following terms and conditions:

1. The quotation is to have validity period of (60) days from the submission date.
2. Sign and stamp on footer of each page.
3. The works will be subject to a maintenance warranty of twelve months from the date of handover to COMPANY.
4. Sealed quotation is to be addressed and delivered by hand to Projects Department Manager Office, Room No.441, not later than 13/02/2022.

Regards,



7/2/2022

**Mohamed Bukra**  
Projects Department Manager

SF/MA /AR





## HAROUGE OIL OPERATIONS

HOO Job. No.

## COMPLETION CERTIFICATE

Date: 30<sup>th</sup> August 2019

Project Title: Replacement of Fire Water Pumps Foundation for Sta. 7, 9 and 10:  
AEE: 2017-119

#### Nature of Inspection:

Final inspection for Replacement of Fire Water Pumps Foundation for Stations 7, 9 and 10 with AFE :2017-119 had been completed last 10<sup>th</sup> May 2019.

### Remarks:

Original Contract and Negative Change Order No.1 had been carried out as per mutual agreement between HOO and CONTRACTOR.

## HAROUGE OIL OPERATION APPROVALS:

Accepted



### Rejected



\_\_\_\_\_

Date

### Area Superintendent / HOO

Date:

FOR MYFTAH ABUHAJAR ~~MYFTAH~~ 30/8/2019

## ~~Construction Coordinator / HOO~~

Date:



## HAROUGE OIL OPERATIONS

### OPERATIONS & MAINTENANCE DEPARTMENT

P.O. Box 690, Tripoli, Libya

Tel: (+218-21) 333-0081 Ext. 5817 / 5815

Fax: (+218-21) 333-0081 Ext. 5306

### FACSIMILE TRANSMITTAL

To: Mr. Saad Ojeli  
General Manager  
Ellaheeb Oil Services

Fax No. +218 21 913 332 150

Date: September 19, 2018

CC: Member of Management Committee for O&M Dept. HOO  
General Manager O&M Dept. HOO  
Maintenance Manager HOO

IF THIS MESSAGE IS NOT READABLE, PLEASE CONTACT US AS SOON AS POSSIBLE.

Subject: Cleaning and Prepare Inspection of Crude Oil Wash Tank# 1, St. 6 at Amal Field

Ref.: MS and JHA for Wash Tank# 1 at Station 6 at Amal Field

Refer to the above mentioned subject and Ellaheeb's emails regarding the MS and JHA for Wash Tank at Stations# 6, Amal Field, please be noted that all documents were being found same except documents received in the second email. Ellaheeb had showed the spray system from inside the tank i.e. different angle and therefore this method of statement and the JHA are not satisfactorily for the following reasons:

1. It does describe the job step by step in details, it is rather giving general description.
2. It stated that the required amount of water is about 60 m<sup>3</sup>/day and they have 2X20 m<sup>3</sup> water tanks with two water pumps each with the capacity of 12m<sup>3</sup>/hr, the question is how will they compensate for the required water.
3. A CV has been submitted for (mechanical engineer) but it is not clear for what position?
4. It is not clear how Ellaheeb will transport disposal to the pit.
5. No clear procedures for opening the tank and installing the spray system.
6. The JHA is not listing the required hazards and controls in details.
7. Ellaheeb referred to a general OSHA guidelines links which many of them did not work, these guidelines tell us what we have to do but they do not tell us how we will do it, this depends on arrangements and systems what we have.

You quick response will be highly appreciated.

Regards,

  
14.9.18  
Abdallah Farhat  
Operations Manager

Harouge Oil Operations



الهروج للعمليات النفطية

هذا نسخة داخلية  
Inter Office Correspondence

التاريخ: 27/ربيع الاول / 1440هـ

الموافق 2018/12/05 فـ

رقم إشاري: ف/ج/14/1/1/1/1/1

To: Mr. Abdalla Farhat / Abduljalil Wanis

Operation Manager / Maintenance Manager

Harouge, Tripoli

Cc: Issa Abdunabi

Mechanical Engineer

**Subject: Completion of Cleaning & Preparation for Inspection of Tank # 1 ( Stn.no. 6 )****On the JOB ORDER NO. 20173609**

With regards to the above mention subject, **ELAHEEB OIL SERVICES COMPANY** was completed the project for the Cleaning of Wash Tank at Station No. 6 with accordance to the Scope of Work provided by Harouge Company. So kindly prepare for the document in accordance with our letter. Again if you needed any other information kindly don't hesitate to let us know.

Thank You,

Abdulrahman Aljazwi

Field Area Supt.

Amal V-12



HOO Job. No.

## HAROUGE OIL OPERATIONS

### COMPLETION CERTIFICATE

Date: 31<sup>st</sup> January 2018

16.02  
2018

Project Title: Installation New Skimmer Amal Station 4: W.O. # 20064

Nature of Inspection:

Final inspection for Installation of New Skimmer at Amal Station 4 and other related works completed in accordance with HOO standards and specifications.

Remarks:

Piping spools modification and tie in to new skimmer to be carried out by H.O.O.

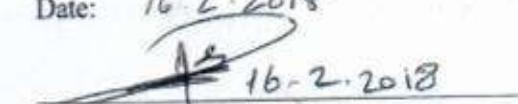
#### HAROUGE OIL OPERATION APPROVALS:

Accepted

Rejected

  
Facility Engineering / HOO

Date: 16.2.2018

  
Production Department / HOO

Date:

	<b>HAROUGE OIL OPERATIONS</b>	
HOO Job. No.	<b>COMPLETION CERTIFICATE</b>	

Date: 30<sup>th</sup> August 2019

Project Title: **Replacement of Fire Water Pumps Foundation for Sta. 7, 9 and 10:**  
**AFE: 2017-119**

Nature of Inspection:

**Final inspection for Replacement of Fire Water Pumps Foundation for Stations 7, 9 and 10 with AFE :2017-119 had been completed last 10<sup>th</sup> May 2019.**

Remarks:

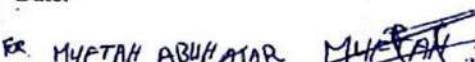
**Original Contract and Negative Change Order No.1 had been carried out as per mutual agreement between HOO and CONTRACTOR.**

**HAROUGE OIL OPERATION APPROVALS:**

Accepted

Rejected

  
30/08/2019  
 Area Superintendent / HOO  
 Date:

  
30/8/2019  
MR. MUFTAH ABUHASSAN MHEFAN  
 Construction Coordinator / HOO  
 Date:



## Zueitina Oil Company



### FACSIMILE TRANSMISSION SHEET

To:	ELLAHEEB Group Oil Services	
Attention:	General Manager - Libya	
From:	HSE Manager – Zueitina Oil Company	
Pages:	2	
Date:	24 <sup>th</sup> November, 2021	Ref.:

**Subject: Oil Spill Recovery and Clean-up of Hydrocarbon Contaminated Soil between 103A and Zueitina Terminal.**

This is with reference to your proposal submitted for "Oil Spill Recovery and Clean-up of Hydrocarbon Contaminated Soil between 103A and Zueitina Terminal".

You are requested to provide clarification to the following queries in this regard:

- 1- Target Treatment Level for Removal/Recovering Oil:
  - ✓ Sampling and lab analysis from the recovered oil to identify sand or any pollutants that may present is not mentioned in the proposal offer, EGOS needs to take CONFIRMATORY SAMPLES and get it analyzed from accredited laboratory for each recovered oil batch to prove that is clean (Oil quality).
  - ✓ total volume of estimated oil to be treated is not clearly mentioned, how does EGOS arrive at Total Volume (3451 cubic meters, which is equal to 21,700 barrels)? Need more clarity and calculation sheet for each pit. Have you considered specific gravity? Please mention in calculation sheet.
- 2- Treated Soil Must Be Addressed:
  - ✓ Total Hydrocarbon Content (THC) level must be with EGA/ international standards.
  - ✓ Final disposal of used water in stage 2 is not mentioned.
- 3- Please refer 4.1 characteristics of waste at the cleaning complex outlet please more clarification and details are required.
- 4- Pit number #1 briefly describe the Mode of Treatment: This pit is mostly composed of oil contaminated sand with no oil. The contaminated sand will be taken to where and what will do then, the same for all pits must be clearly describe as following:
  - ✓ GPS Location & Co-ordinates
  - ✓ Photograph of pit: Give actual photo (no enlargement)
  - ✓ Dimension of pit, Length, Breadth & Depth
  - ✓ Total Volume Calculation of treated soil (estimated) and recovered oil if any Show calculation please.
- 5- Small dry pits no liquid such as pit number 5 – 6 – 7 – 8 – 9 – 11 – 12 – 13 – 15 in area 1:
  - ✓ kindly provide detailed description of proposed work procedure with cost
  - ✓ Provide details how the soil clean-up of the contaminated soil at this small pits

# HALLIBURTON

## INTEROFFICE MEMORANDUM

**To** : Whom it may concern  
**Cc.** : File  
**From** : Murray Hearn, Maintenance Supervisor.  
**Date** : 29<sup>th</sup> April 06  
**Ref** : MEMO/MAINT/MH  
**Subj.** : Tasharukiat Al Laheeb

---

The above company has successfully completed many real estate projects to a high standard for Halliburton, working within the guidelines and the safety rules.

They are currently working on projects and we will require them to continue with this work in Fox 3 and other locations.

I would recommend them to be invited to tender for any similar jobs for ourselves or other companies.

Regards,  
Murray Hearn  
Halliburton  
Libya.

- 6- Full and needed PPE must be available.
- 7- Mentioned that some of units and equipment are not available at time being in Libya need expected arrival date. (Related to stage two oil sand / sludge cleaning).
- 8- There is conflict related to time frame (between the timetable and ending time of the project).
- 9- The contractor should be familiar with area, pipeline tracking (pipeline should be marked) to avoid any incident during using the front loader.
- 10- Provide a detailed Quality Management plan and HSE Plan.

You are kindly requested to submit your clarifications no later than Sunday December 5th, 2021, to HSE department Tripoli.

Regards,



M. El. Mezoghi.  
Manager, HSE Dept.

Cc:

-HSE Technical Coordinator.

- File ( ).

---

: Alallus.



مجموعة الهايب للخدمات النفطية  
ELLAHEEB GROUP OIL SERVICES

SINCE 1989

## Notable Clients



ALSTOM



OJALA

HALLIBURTON



VAOS



Weatherford

Kawasaki

HUMBOLDT  
WEDAG



HOCHTIEF

HYUNDAI  
HEAVY INDUSTRIES CO., LTD.



Mobil



Schlumberger

LAFS

MITSUBISHI  
HEAVY INDUSTRIES, LTD.

Oilibya

PETROMIN

SAMWHAN CORP.



Petrolina  
(Holdings) Public Ltd

inter  
beton  
HEIDELBERGCEMENTGroup

EG



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# Our partners





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ELLAHEEB GROUP OIL SERVICES

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# Contacts

Tripoli  
Libya

Saad Owjali – General Manager

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Gmail : [Awjalisaad@gmail.com](mailto:Awjalisaad@gmail.com)

Website : [www.ellaheebgroup.com](http://www.ellaheebgroup.com)