



RESEARCH AND DEVELOPMENT PLAN TEMPLATE
Introduction Research plans that are to be submitted by Companies should follow the format described below and completed by a Principal Researcher:
1.0. Problem Statement:
1.1 Research Project Aim and Objective:
1.2 Focus Area of the Research Project: The scope of R&D envisaged for different service in the schedule to the Act is as follows: <ul style="list-style-type: none">a. Engineering studies - reservoir management production facilities, drilling etc.b. Geological and Geophysical studiesc. Safety and Environmental studiesd. Local materials substitution studiese. Technology Development studies
1.3 Project Title: The title of the project should not be more than 20 words.
1.4 Project Goals and Objective: Provide goals and objectives of the project. Indicating clearly the problems and opportunities the project will help to address within the Nigeria Oil & Gas Industry and environment (maximum of 800 words).
1.5 Keywords: Provide minimum of 5 and maximum of 8 keywords that describe your research project.
1.6 Time-Frame: How long will the project last? State clearly the commencement and estimated completion date of the Research project.
1.7 Background and Justification of the Project: Provide details on the project, including definition of research problems, scope and coverage of the research project as well as justification for the conduct of the research with respect to the developmental needs of the Nigeria Oil & Gas industry.
1.8 Analysis of Priority Areas for Sectoral Development: Provide rationale for the project, clearly identifying specific problems in areas of sectoral development. Describe in detail how the research project will address these problems.
1.9 Research Center/University: Provide name and address of research center or university
2.0. Research Details:
2.1. Equipment and Software: List equipment and software that will be used.
2.2. Research Material & Methodology: Please provide sufficiently detailed description of material & method of your proposed research. Describe the approaches and methods you will use to achieve the desired outputs of the project.



2.3. Activities, Output and outcome: R & D projects are expected to deliver verifiable results. All outputs are expected to contribute to the achievement of the overall objectives of the Act. Summarize the major activities of your project and the output expected at the end of each activity. Indicate the potential application of the Research work in your operations upon successful breakthrough

3.0 Manpower

3.1. Composition of Research Team: Provide details (CVs, professional qualification, and contact) of all the research team members. Indicate clearly who the principal investigator/researcher is. Indicate the role of each team member

4.0. Financial Aspects of the Project:

4.1. Budget: Provide detailed budget requirement for the project. Indicating the amount intended to cover the cost of

- a. Literature review
- b. Equipment & Laboratory consumables
- c. Local and or international travels
- d. Data collection, analysis
- e. Report writing and equipment.
- f. Personnel Cost/Allowances
- g. prototype development
- h. field trials

5.0. Research Project and Activity Indicators:

5.1. Key performance (Activity) indicators: Clearly state the indicator(s) of each major activity of the project.

5.2. Research Project Impact: provide expected impact of the Research work on your operations within the context of social, economic and technological benefits especially as it relates to process improvement, product development, environmental management etc. Indicate direct beneficiaries of the project.

6.0. Project Management & Dissemination:

6.1. Research Project Schedule: Provide a schedule covering the life cycle of the research project stating timeline for major milestones.

6.2. Management Mechanism: Provide an overview of how the project will be managed. There should be a steering team supporting the research team within Company organization comprising NCDMB, Company, RESEARCH CENTER

6.4. Evaluation Mechanism: State clearly the schedule for reviewing progress made in implementation of the plan.

6.5. Dissemination strategies: Indicate the steps you will take to ensure the project outcomes are brought to the attention of stakeholders. This will include leveraging on the research module in the NCDMB NOGICJQS portal



7.0 Plagiarism Statement:

I certify that this plan/assignment is my/our own work based on my/our research and that I have acknowledged all material and sources used in its preparation, whether they are books, articles, reports, lecture notes and other kind of document, electronic or personal communication.

I also certify that this plan/assignment has not previously been submitted or published for assessment in any form or any time by another researcher and that I have not copied in part or whole or otherwise plagiarized the work of other persons.

S/N	NAME	DESIGNATION	DATE	SIGNATURE

8.0 Approval of Plan : NCDMB shall endeavor to revert with approval of the plan within 14 days