MAGNA SKILLS DEVELOPMENT INSTITUTE

Capacity Building • Professional Training • Organisational Development

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Course Profile Document

Oil and Gas Energy

Advanced Customs Assessment, Petroleum Tax Calculation, Measurement & Inspection

Prepared as a professional course profile for delegate review, sponsorship approval and organisational training planning.

COURSE CODE	DELIVERY	DURATION	PREPARED FOR
MSDI	**Online / Face-to-Face**	**Flexible**	**Organisation Approval**

Register for this Course

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Course Overview

This customised Magna Skills programme equips professionals responsible for customs assessment, petroleum inspection and revenue assurance with advanced skills to verify petroleum quantities, evaluate declarations and calculate applicable duties and taxes accurately.

The programme connects physical measurement and cargo inspection with tariff classification, customs valuation and tax assessment. Particular attention is given to strengthening assessment accuracy, identifying inconsistencies in declared quantities and values, and improving controls across petroleum importation, transit and bonded storage.

Through practical calculations, inspection scenarios and Excel-based exercises, participants will reconcile shipment records, investigate discrepancies and prepare evidence-based assessment reports. Content will be adapted to participating institutions’ operational responsibilities, applicable national legislation and approved procedures.

Course Outcomes

- Assess petroleum product characteristics and their implications for customs classification and taxation.
- Verify petroleum quantities using gauging records, metering information and appropriate correction methods.
- Calculate applicable duties, excise, VAT and petroleum levies using the prescribed assessment bases.
- Identify discrepancies through cargo inspection, document verification and quantity reconciliation.
- Prepare defensible assessment reports and recommend controls that strengthen compliance and revenue protection.
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Course Outline / Curriculum

1. Petroleum Supply Chains and Customs Control

- Identifying control points across importation, exportation, transit, bonded storage and domestic release.
- Examining documentation flows and coordination between assessment teams, inspection officers, terminal operators and importers.

2. Petroleum Product Identification and Tariff Classification

- Distinguishing petroleum products using specifications, certificates of quality and supporting commercial documents.
- Applying structured classification checks and identifying cases requiring laboratory analysis or specialist review.

3. Petroleum Measurement Principles and Assessment Accuracy

- Understanding volume, mass, density, API gravity and the effects of temperature and pressure on petroleum quantities.
- Selecting appropriate reference conditions and distinguishing observed quantities from quantities used for assessment.

4. Tank Gauging and Static Quantity Verification

- Interpreting tank calibration tables, reference heights, innage, ullage and manual or automatic gauging records.
- Checking product levels, temperature and free water, and identifying unreliable readings that could affect assessed quantities.

5. Metering and Custody Transfer Inspection

- Reviewing meter readings, totalisers, meter factors, proving records and associated measurement instruments.
- Inspecting seals and transfer documentation for equipment faults, unexplained adjustments or possible interference.

6. Petroleum Quantity Calculations and Reconciliation

- Calculating corrected volumes and mass using supplied correction factors and appropriate treatment of water and sediment.
- Reconciling shipment, discharge, receipt and inventory records to identify differences requiring further verification.

7. Customs Valuation and Tax Assessment Bases

- Examining invoices, contracts, freight, insurance and other relevant inputs under the applicable valuation rules.
- Determining the prescribed value, volume or mass basis for each duty, tax or levy and checking supporting calculations.

8. Petroleum Duties, Excise, VAT and Levy Calculations

- Preparing calculations using supplied rates, prescribed currency conversions, tax sequencing and rounding rules.
- Developing an Excel assessment worksheet with checks for units, taxable quantities, exemptions and calculation errors.

9. Risk-Based Inspection and Compliance Verification

- Prioritising consignments using indicators of under-declaration, product substitution, diversion and inconsistent documentation.
- Planning safe inspections and maintaining sample identification, supporting evidence and chain-of-custody records.

10. Assessment Reporting and Integrated Practical Case Study

- Preparing reports that clearly document measurement methods, valuation inputs, tax calculations, findings and recommended follow-up.
- Completing a simulated petroleum import assessment from declaration review and quantity verification through to supervisory approval.

Practical takeaway: Participants will develop an Excel petroleum tax assessment worksheet, quantity reconciliation template, inspection checklist and assessment report template.

Target Audience

- Senior managers within the Oil & Gas sector or those identified via organizational talent management for fast track to a senior role
- Public sector officials with responsibility for the state management of Oil & gas resources
- Engineers and Project Managers who are looking to develop leading edge practice for both themselves and their organization

Key Course Benefits

Work-Ready Skills

Delegates leave with practical tools, templates and methods they can apply immediately at work.

Better Institutional Results

The programme supports stronger planning, reporting, compliance, accountability and service delivery.

Sponsor-Friendly

This document is designed to help supervisors, HR units and sponsors approve delegate participation quickly.

Professional Recognition

Delegates receive training documentation and a certificate of completion after successful participation.

Our Training Centres & Delivery Options

Magna Skills offers flexible delivery through face-to-face training centres across Africa and beyond, plus Online / E-Learning for delegates who prefer remote participation.

Southern Africa

Practical training destinations with strong travel access and delegate support.

- Pretoria, South Africa
- Vic Falls, Zimbabwe
- Livingstone, Zambia

East Africa

Popular regional centres for government, NGO and donor-funded project teams.

- Kigali, Rwanda
- Kampala, Uganda
- Nairobi,
- Zanzibar, Tanzania

West Africa & Islands

Strategic locations for regional networking and executive capacity building.

- Accra, Ghana
- Port Louis, Mauritius

International Executive Venue

Premium destination training for senior teams and international delegates.

- Dubai, United Arab Emirates

Online / E-Learning

Attend from anywhere through live online, blended or self-paced learning options.

- Online, E-Learning
- Remote Teams
- Flexib

Organisation-Based Training

Magna Skills can also arrange dedicated in-house training for ministries, NGOs and companies.

- Onsite
- Custom Dates
- Group Training

Ready to Nominate Delegates?

Use the links below to register, review the live course page or contact Magna Skills for organisation-based training support.

Register / Apply Online | **View Full Course Page**

About Magna Skills

Magna Skills Development Institute provides practical capacity building programmes for government departments, NGOs, public institutions, donor-funded projects and private sector professionals across Africa. Our training approach combines expert facilitation, real workplace case studies, practical tools, post-training support and professional documentation that helps organisations strengthen staff performance and service delivery.

Government Training | NGO Capacity Building | Corporate Workshops | Online Learning | Face-to-Face Training | Certifica

Approval & Authorisation Form

This section may be completed by the organisation, department, HR office, finance office or sponsor approving delegate participation. It can be attached to an internal memo, procurement request or training approval submission.

Organisation / Department	
Delegate Name(s)	
Approved Course	Advanced Customs Assessment, Petroleum Tax Calculation, Measurement & Inspection
Preferred Delivery Mode	☐ Online ☐ Face-to-Face ☐ Organisation-Based Training
Preferred Training Venue / Date	
Estimated Number of Delegates	
Budget / Vote Number	
Contact Person	
Email / Mobile	

Authorised Name _____ Signature / Stamp _____ Date _____