



TANZANIA PETROLEUM DEVELOPMENT CORPORATION
P.O. BOX 2774 DAR ES SALAAM

TPDC SAMPLING GUIDELINES 2013

CUTTING SAMPLE

A). APPLICATION:

1. The customer shall submit an application letter to the TPDC Managing Director regarding the sampling of cuttings from the TPDC Core Laboratory. The application shall state the objective of the analysis to be undertaken. If such analysis was conducted before, the application may be rejected to avoid duplication of analysis and to preserve the limited samples.

B). IDENTIFICATION:

2. The list of all samples requested must be submitted by the customer and will be checked by the head of the Biostratigraphy Unit/Core Laboratory and approval of sampling will be issued by the Director of Exploration, Production and Technical Services (DEPTS).

C). SAMPLING:

3. Sampling of requested samples will be conducted under the assigned TPDC Laboratory staff if there is sufficient stock of the material available.

- 3.1 Digital data of some wells is available in the archives. The customer is advised to review this information and confirm if it is still necessary to undertake sampling for the intended analysis.
- 3.2 Sampling is allowed if the sample stock is more than 100 gm of washed and dry material or 400 gm of unwashed material. It is upon the Head of the Biostratigraphy unit guided by the assigned TPDC Laboratory staff to decide whether the stock sample is sufficient for sampling or not and his/her decision shall be considered final. No duplicate samples will be allowed at a time.

D). VERIFICATION:

4. Verification of the amount of sample collected will be done by the Head of the Biostratigraphy unit guided by the assigned the TPDC Laboratory staff. TPDC expects to receive results for each sample taken (data, thin section, report or a publication
- 4.1. Any unused portion(s) of collected samples with a proper labeling must be returned to TPDC within twelve months (from the date of sampling) unless prior arrangements have been made by the TPDC Managing Director/DEPTS.

E). SIGNING OF THE FORMS:

5. A completed –TPDC sample requisition form (Form 1A) must be signed by the customer or a person who is taking the samples on behalf of the customer and the Director of Exploration, Production and Technical Services. The name of a company/organization, supervisor, business telephone number, e-mail address, and date must be written on the form. Students must provide name and contact information of their institution, professor/advisor. Sampling forms are available at the TPDC Website.

F). RETURN OF DATA:

6. Customers will not be allowed to sample additional material(s) until overdue results are received by TPDC. Analytical data must be in specified digital format. Thin sections and any other data must be clearly labeled with the TPDC Core Laboratory sample number, operator, well name, and depth.

G). REPORTS AND ACKNOWLEDGEMENT:

7. Copies of any data reports (i.e., geological, geochemical, paleontological, petrophysical reports, etc) from collected samples must be submitted to TPDC within twelve months of sampling unless prior arrangements have been made by the Director of Exploration, Production, and Technical Services (DEPTS).

7.1 The data reports may be made available to the public at the TPDC premises and via the TPDC website and may become part of the public domain.

7.2 TPDC shall be acknowledged as the source of the sample materials and/or provider of related analytical data in any publication that contains results from studies of the TPDC collections. The following information should be included: sample number, well name, location and sample depths which will enable future researchers, oil companies to locate materials for further investigations.

H) COST OF SAMPLES

8. The cost of each portion of 10 gm of cutting material is **US Dollar 20.00**. Administrative charges per well is **US Dollar 2000.00**.

CORE SAMPLE

A). APPLICATION:

1. The customer shall submit an application letter to the TPDC Managing Director requesting for intended samples from the TPDC Core Laboratory. The application shall state the objective of the analysis to be undertaken. If such analysis was conducted before, the application may be rejected to avoid duplication of analysis and to preserve the limited samples.

B). IDENTIFICATION:

2. The list of all samples requested must be submitted by the customer and will be checked by the head of the Biostratigraphy Unit/Core Laboratory and approval of sampling will be issued by the Director of Exploration, Production and Technical Services (DEPTS).

C). SAMPLING:

3. Sampling of requested samples will be conducted under the assigned TPDC Laboratory staff if there is sufficient stock of the material available.

3.1 Digital data of some wells is available in the TPDC archives. The customer is advised to review this information and confirm if it is still necessary to undertake sampling for the intended analysis.

3.2 Sampling is allowed if the sample stock is more than 1/3 of the cross-section remains. It is upon the Head of the Biostratigraphy unit guided by the assigned TPDC Laboratory staff to decide whether the stock sample is sufficient for sampling or not and his/her decision shall be considered final.

3.3 No sampling of cores will be permitted if the remaining slab is not enough.

3.3. Individual core samples taken should not exceed 2.5 cm³ or a 2 cm. If a larger sample size is needed, justification must be submitted to the Managing Director for approval of large sample(s) on a case-by-case basis.

3.4. Cores will only be taken perpendicular to the axis of the core. Samples will be taken so that a continuous vertical portion of the core remains. Sampling of the whole core is strictly not permitted.

D). VERIFICATION:

4. Verification of the amount of core samples collected will be done by the Head of the Biostratigraphy unit guided by the assigned TPDC Laboratory staff. TPDC expects to receive results for each core sample taken (data, thin section, report or a publication) .

E). RETURN OF DATA:

5. Any unused portion(s) of core sample (s), along with appropriate labeling, must be returned to TPDC within twelve months (from the date of sampling) unless prior arrangements have been made with the TPDC Authorities.

F). SIGNING OF THE FORMS:

6. . A completed –TPDC sample requisition form must be signed by the customer or a person who is taking the samples on behalf of the customer and the Director of Exploration, Production and Technical Services. The name of a company/organization, supervisor, business telephone number, e-mail address, and date must be written on the form.

Students must provide name and contact information of their institution, professor/advisor.

Sampling forms are available at the TPDC Website

G). REPORTS AND ACKNOWLEDGEMENT:

7. Copies of any data reports (i.e., geological, geochemical, paleontological, petrophysical reports, etc) from collected samples must be submitted to TPDC within twelve months of sampling unless prior arrangements have been made by the Director of Exploration, Production, and Technical Services (DEPTS).

7.1 The data reports may be made available to the public at the TPDC premises and via the TPDC website and may become part of the public domain..

7.2 TPDC shall be acknowledged as the source of the sample materials and/or provider of related analytical data in any publication that contains results from studies of the TPDC collections. The following information should be included: sample number, well name, location and sample depths which will enable future researchers, oil companies to locate materials for further investigations

H) COST OF SAMPLES

8. The cost of each portion of 10 gm of core sample is **US Dollar 50.00**. Administrative charges per well is **US Dollar 2000.00**.

I). JOINT PROJECTS

9. Sample requisitions to TPDC presented by companies having joint projects with TPDC will be subject to normal sample payments. The cost incurred in the procure of samples by such companies shall be recovered after the sale of the projects products.

TANZANIA PETROLEUM DEVELOPMENT CORPORATION



Form 1A

P.O. BOX 2774 DAR ES SALAAM
 Tel: +255 22 2200103/4
 Fax: +255 22 2200113
 E-mail: tpdcmd@tpdc-tz.com
 Website: www.tpdc-tz.com

SAMPLE REQUISITION FORM

Name of the Company:.....

Address:.....

E-mail address:.....

Telephone/Mobile:.....

Fax:.....

Project:.....

S/No.	Well Name	Type of Sample		Depth Interval
		Cuttings	Cores	

Customer Name.....

TPDC responsible staff (name and signature

.....

Customer Signature:

Date.....

Date.....

Approved/Not Approved.....

Date and Signature.....

TANZANIA PETROLEUM DEVELOPMENT CORPORATION



Form 1B

P.O. BOX 2774 DAR ES SALAAM
 Tel: +255 22 2200103/4
 Fax:+255 22 2200113
 E-mail: tpdcmd@tpdc-tz.com
 Website: www.tpdc-tz.com

SAMPLE PAYMENT FORM

Name of the Company:.....

Address:.....

E-mail Address:.....

Telephone/Mobile:.....

Fax:.....

Project:.....

Mode of Payment:.....

S/No.	Well Name	Sample Quantity	Price/sample		Total Cost
			Cuttings	Cores	

Customer Signature..... TPDC Signature.....
 Date..... Date.....

TPDC account details:

Account Name: Tanzania Petroleum Development Corporation
 Account number: 100027038
 Bank Name: CITIBANK (T) LTD
 Swift Code: CITI TZ TZ
 Branch::CITIBANK Tanzania LTD
 Address: 36 Upanga Road, P.O.Box 71 625, Dar es Salaam, Tanzania