

## Justification Memo: BOPS

To: [Manager's Name]

From: [Your Name]

Date: [Date]

Subject: Request to Attend Blowout Prevention School (BOPS)

I would like to request approval to attend the Blowout Prevention School (BOPS), hosted by the University of Oklahoma, and instructed by Global Well Control, from [Start Date] to [End Date].

This program provides focused training on several key areas critical to our operations. I believe my attendance will provide direct value by allowing me to master:

- The hands-on principles of well control to reduce the risk of costly incidents.
- Proactive hazard identification to improve our team's overall safety culture.
- Correct operational procedures for production equipment to minimize downtime.
- The latest industry safety protocols for production sites.

This course includes the IADC Course Completion Certification Card and has a 95 percent pass rate.

The total estimated investment is \$[Total Amount].

Thank you for considering this request. I am confident this training will be a valuable and cost-effective way to enhance our team's safety and capabilities.

Best,

[Your Name]