

SICKLINE ASSISTANT PERFORMANCE ASSESSMENT FEEDBACK

(PART 1 - To be completed by Employee and Assessor)

Type of Task	Tasks Performed	Assessor Comment
1. Pre-Job Preparation	<p>1) PERFORM PRE CHECKLIST ON ALL EQUIPMENT</p> <p>2) FIVE</p> <p>3) WIND CHECK ALL HOSES WERE TIGHT AND SECURE</p> <p>4) ENSURE ALL TOOLS BEING PREPARED PRIOR TO JOB BEING PERFORM</p> <p>5) ENSURE ALL PRESSURE HOSE FROM PP TO ROLL BEING SECURE WITH WEB CHECK</p> <p>6) WARMUP AND WORKSITE & WELLHEAD AREA BEFORE PERFORME RIGGING UP</p> <p>7) CHECK WELL CONDITION TO KNOW IF THERE'S POTENTIAL MISSING ON VALVE</p> <p>8) MARK THE LINE BEFORE START RIGGING UP AND IDENTIFY ANY HAZARD</p> <p>9) TOOLBOX MEETING BEFORE PROCEED TO JOB</p>	
	Assessor's Evaluation: Level of Skill & Knowledge <input checked="" type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
2. Surface Equipment Rig up	<p>1) MAKE UP PCE</p> <p>2) PUT GREASE ON ALL LUB CONNECTION BEFORE CONNECTING IT</p> <p>3) CHECK O-RING BEFORE MAKE UP THE LUBRICATOR</p> <p>4) DISCARD WIRE IF NEEDED</p> <p>5) CHECK ANY DAMAGE ON ALL LUB THREAD</p> <p>6) HOOK UP ALL HOSES & CHECK ALL HOSES FOR ANY DAMAGE BEFORE USE</p> <p>7) CHECK ALL PCE EQUIPMENT VALIDITY BEFORE USE</p> <p>8) MAKE UP ROPE SOCKET</p> <p>9) ENSURE ALL SHACKLE SECURE WITH SAFETY SLING</p>	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
3. Tools / Equipment Preparation	<p>1) SERVICE & FLUCTION TEST TOOL BEFORE USING IT</p> <p>2) SPINNING INSERT VALVE RUNNING TOOLS</p> <p>3) CHECK ANY THREAD DAMAGE ON TOOLS BEFORE/AFTER USE</p> <p>4) FILE ANY TOOLS THAT HAVE SHARP EDGES TO PREVENT FROM BEING CUT</p> <p>5) CLEAN ANY TOOL THAT IS STUCK DUE TO WAX</p> <p>6) INVENTORY TOOLS IF NECESSARY</p>	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
4. Equipment	<p>4.1 PP</p> <p>1) CHECK RADATOR WATER</p> <p>2) CHECK HYDRAULIC LEVEL CHECK</p> <p>3) TOP UP FUEL IF NEEDED</p> <p>4) ANY FAULTY ON PP BEFORE START</p> <p>5) CHECK ENGINE OIL LEVEL</p> <p>6) CHECK IF TEMP LEVEL IS WORKING</p> <p>7) CLEAN FLAME TRAP IF NEEDED</p> <p>8) PRESSURE GAUGE FOR PUMP IS WORKING WELL</p> <p>9) CHECK ALL CONNECTING & HOSES IF ANY LEAK</p>	
	Assessor's Evaluation: Level of Skill & Knowledge <input checked="" type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
	4.2 AC	
Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail		
Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	4.3 GS	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	

SLICKLINE ASSISTANT PERFORMANCE ASSESSMENT FEEDBACK

(PART 2: To be completed by Employee and Assessor)

Type of Task	Tasks Performed	Assessor Comment
Assessor's Evaluation:	4.4 CP A)HOOK UP HOSES B)OPERATE THE CP C)FUNCTION TEST CP (PUMP) D)CHECK CP HOSES IF ANY DAMAGE E)TOP UP HYDRAULIC IF NEEDED F)CHECK HOSES CONNECTION IF THERE ANY LEAK	
	Level of Skill & Knowledge <input checked="" type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.5 TP A)HOOK UP THE HOSES B)OPERATE THE TEST PUMP C)FUNCTION TEST D)CHECK HOSES IF ANY DAMAGE E)CHECK TP HOSES IF THERE ANY LEAK DURING PRESSURE UP	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.6 PCJ A)PERFORM HYDROTEST B)IDENTIFY TYPE OF CONNECTION & MAKE UP C)PUT GREASE ON ALL THREAD LUBRICATOR D)CHECK O-RING CONDITION E)OPERATE & FUNCTION TEST THE BOP F)MAKE SURE ALL PCJ IS VALID G)FUNCTION TEST ALL PCJ (BOP,QTS, BALL VALVE) IS IN GOOD CONDITION H)CHANGE SBR PACKING	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.7 Mast	
	Level of Skill & Knowledge <input checked="" type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.8 WEIGHT & MEASURING DEVICES A)FLUSH HOSE AND PUMP W/5 FLUID B)CHECK ODOMETER CONDITION C)SERVICE BEARING AT PRESSURE WHEEL, MEASURE WHEEL & TRAVERSE ASSEMBLY D)SPRAY ODOMETER CABLE WITH WD40 TO PREVENT FROM CORROSION	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.9 Downhole Tools A)SERVICE DHT B)SPINNING & FUNCTION TEST DHT C)MAKE UP TOOLSTRING D)PERFORM PM ON DHT INSIDE TOOLBOX E)PREPARE AND CHANGE DAMAGE SPARE PART ON DAMAGE DHT F)CHECK ANY FAULTY ON DHT THAT BEING USED G)ENSURE ALL SHARP EDGES BEING FILE TO PREVENT FROM HAND CUT H)ENSURE ALL THREADED TOOLS BEING SECURE TIGHTLY	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	

JOB DETAIL:			STATUS (COMPLETE / INCOMPLETE)
DATE	WELL NO.	JOB TYPE	
23/06/2022	BT-203L	Glvc, fgs & sp	completed
27/06/2022	BT-205N	fgs	completed
29/06/2022	SF-503	Tcc, Bleed Casing, Zone Change	completed
8/7/2022	BT-209	Glvc & Sand Bailing	completed
21/07/2022	SI-1011	Wax Cut	

SUCKLINE ASSISTANT PERFORMANCE ASSESSMENT FEEDBACK

(PART 1 - To be completed by Assessor)

Name	Sukidlo Evi	COB Date	21/06/2022
Position	Trainer Suckline Assistant	RTB Date	26/07/2022
Client	SEART	Location	North Sabah
Platform	T1, Joseph, RTMP-B & South Farinas	Well	BT-2019, BT-2020A, SA-5022, BT-2021 & SA-2021
Assessed By	Michel Jordan Harris	Position:	Wireline Operator

Assessment Criteria	Rating (Please ✓ where appropriate)
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Safety Awareness

- a. Usage of Personal Protective Equipment Excellent Very Good Good Satisfactory Poor
- b. Participation in ACT Excellent Very Good Good Satisfactory Poor
- c. Understanding of PTW System Excellent Very Good Good Satisfactory Poor
- d. Worksite House Keeping Excellent Very Good Good Satisfactory Poor

Work Competency

- a. Pre-job Preparation Excellent Very Good Good Satisfactory Poor
- b. Surface Equipment Rig-up Process Excellent Very Good Good Satisfactory Poor
- c. Tools/Equipment Preparation Excellent Very Good Good Satisfactory Poor
- d. Equipment Problem Trouble Shooting Capability Excellent Very Good Good Satisfactory Poor
- e. Downhole Tools Servicing/Redressing/Maintenance Excellent Very Good Good Satisfactory Poor
- f. Initiative and Creativity Excellent Very Good Good Satisfactory Poor
- g. Decision Making Capability Excellent Very Good Good Satisfactory Poor
- h. Understanding of Job Scope Excellent Very Good Good Satisfactory Poor
- i. Tools Inventory Preparation & Reporting Excellent Very Good Good Satisfactory Poor
- j. Work Quality Excellent Very Good Good Satisfactory Poor
- k. Reporting Excellent Very Good Good Satisfactory Poor

Others

- a. Punctuality and Time Keeping Excellent Very Good Good Satisfactory Poor
- b. Teamwork Excellent Very Good Good Satisfactory Poor
- c. Communication Excellent Very Good Good Satisfactory Poor
- d. Leadership Skills Excellent Very Good Good Satisfactory Poor
- e. Adaptability to Work Environment/Surrounding Excellent Very Good Good Satisfactory Poor
- f. Attitude Excellent Very Good Good Satisfactory Poor
- g. Discipline Excellent Very Good Good Satisfactory Poor

OVERALL PERFORMANCE

- Excellent Very Good Good Satisfactory Poor

REMARKS/COMMENTS/FEEDBACK ON PERFORMANCE OR AREAS OF IMPROVEMENT:

- Someone who quickly understands every instruction and job given
 - Good attitude, hard working, energetic, disciplined.
 - I hope you can maintain the performance in the future.

Assessed By: [Signature]
 Name: Michel Jordan Harris
 Date: 25/7/2022

Agreed By: [Signature]
 Name: SUKIDLO EVI
 Date: 25/7/2022