



SLICKLINE ASSISTANT WORKBOOK

IMPORTANT NOTE:

1. Your point of reference to complete this workbook may be obtained from the following
 - Training Manual and any other training materials provided together with this workbook
 - Your Trainer, Assessor (Slickline Operator), Verifier (FSM) or senior colleagues
 - SOP / Quality Procedures & Processors
2. The completion of this Workbook is a joint effort and responsibility between you and your assessor therefore you have the obligation to request from your assessor to be assessed upon your completion of each topic
3. The completion of this Workbook is part of the MANDATORY requirements which you must fulfill to qualify for a promotion
4. Your training program is mostly self-driven, including this Workbook. It requires individual initiatives, dedication and commitment to complete the process.

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DATE OF JOIN	18.06.22
CONTACT NO.	0192571402
RECEIVED DATE	20.06.22.
DATE COMPLETED	15/9/22

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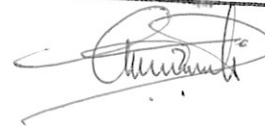
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PUBLIC COURSE RECORDS

1. Offshore Safety Orientation

Date Training	Venue	Expiry Date

2. Sea Survival

Date Training	Venue	Expiry Date

3. Basic Fire Fighting

Date Training	Venue	Expiry Date



INTRODUCTION

CORPORATE PROFILE

Dimension Bid is a Malaysia-based International Well Intervention and Perforation Services company, specializing in Slickline Intervention, Cased Hole Electric Line Logging, Coiled Tubing Services and Braided Line Fishing. Established in 1994 and home-grown, Dimension Bid has developed into a full-fledged intervention service company, having more than 20 years of experience in providing services to National Oil Companies and Multi-National Oil Companies domestically and internationally. Our footprint is located across Malaysia, South East Asia and Central Asia, reflecting our ambition to be a truly global Well Intervention Solutions Partner.

THE GROWTH

Growing from strength to strength our list of client includes Sarawak Shell, ExxonMobil, PCSB and Talisman-Energy Malaysia Limited, ROC Oil, just to name a few. Our involvement expanded from production drilling operations

OUR TEAM

From a humble beginning of 18 employees in 1997, Dimension workforce has now grown to over 200 employees. we believe in realizing full potential of every employee - reason for substantial investment allocated to train everyone, both locally and abroad, in order to achieve the expected high performance and professionalism.

MISSION

To enrich client's business through our expertise in providing an integrated, high-value added solutions in the oil and gas industry.

VISION

To be a Solution Partner of choice to our clients.

THE PHILOSOPHY

Continuous pursuit of excellence in anything we do.



4. H.U.E.T

Date Training	Venue	Expiry Date

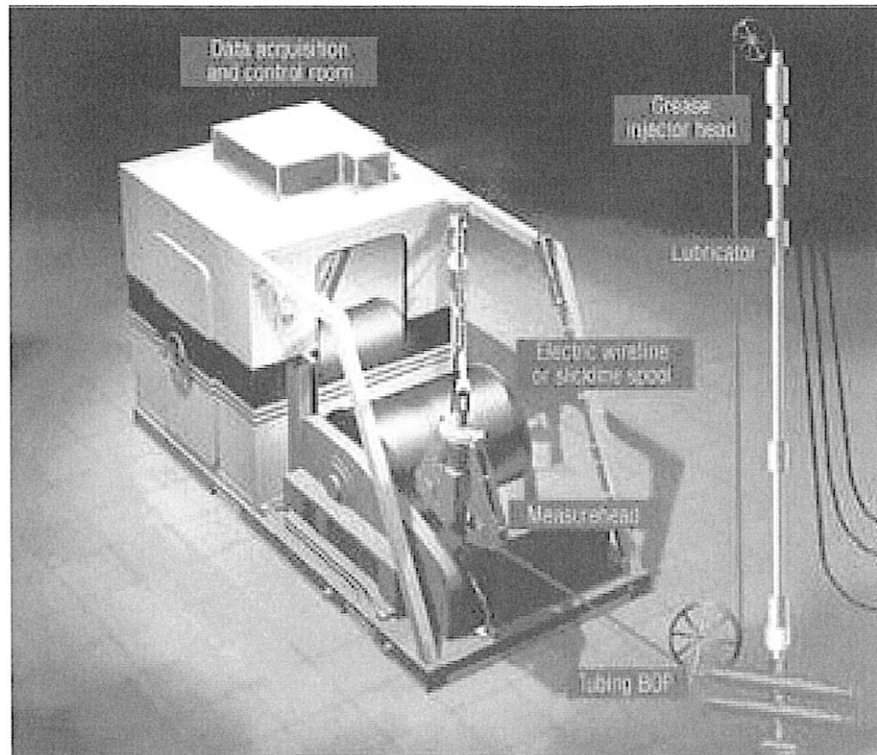
5. Permit to Work

Date Training	Venue	Expiry Date

6. IWCF

Date Training	Venue	Expiry Date

Module 1: Basic of Wireline - Equipment and Operation







Module 1: Basic of Wireline - Equipment and Operation

DESCRIPTION		THEORY & ASSIGNMENT		
		DATE	ASSESSED & APPROVED BY	VERIFIED & APPROVED BY
A	Basic Safety			
1	PPE	17.08.22	Meyson	
2	Responsibilities	17.08.22		
3	Policies	17.08.22		
4	Hazard ID & Incident Report	17.08.22		
5	Operational Safety	17.08.22		
B	Surface Equipment Familiarization			
1	Stuffing box	24.06.22	Meyson	
2	Lubricator	24.06.22		
3	Blow Out Preventer (BOP)	24.06.22		
4	X-Mass Tree	24.06.22		
5	Wireline Reel Skid Unit (Single Drum & Double Drum)	20.06.22		
6	Odometer	20.06.22		
7	Weight Indicator (200 lbs and 4000 lbs)	20.06.22		
8	Spooling Device	20.06.22		
9	Control Panel	24.06.22		
10	Huskel pump	24.06.22		
11	Power Pack (Electrical & Diesel)	20.06.22		
12	Air Compressor	20.06.22		
13	Drum	20.06.22		
C	Downhole Equipment Familiarization			
1	Basic Toolstring	27.06.22	Meyson	
2	Pulling / Running Tools	27.06.22		
3	Wireline Wire	27.06.22		
4	Inspection / Maintenance of Tools	27.06.22		
D	Rig-up Wireline Surface Equipment			
1	Wireline Mast		Meyson	
2	Lubricator Assembly	24.06.22		
3	Operating the BOP	24.06.22		
4	Make Rope socket and Toolstring Configuration	04.07.22		
5	Toolstring Configuration	04.07.22		
6	Operate the Control Panel and Huskel Pump	24.06.22		
7	Service of basic wireline tools	04.07.22		

Comment:



A. Wireline Operation Basic Safety Protection

1. Personal Protective Equipment

1.1 What is definition of Person Protective Equipment

Personal protective equipment is protector equipment such as safety helmet, safety boots, hand gloves, glasses to minimize exposed to a variety of hazard.

1.2 List out all compulsory PPE required to be worn while perform job offshore

- coverall
- safety helmet
- goggles
- impact hand gloves
- safety boots.

1.3 List the area where the PPE should be worn while working

- coverall
- safety helmet
- safety glass / goggle
- impact hand glove
- safety boot

1.4 List the PPE should be worn while doing maintenance at tools and equipment

- coverall
- safety helmet
- goggles
- hand glove
- safety boots.

1.5 PPE should you wear while working in mercury and H₂S are

- chemical protective clothing, chemical boots, chemical safety goggles, chemical gloves and respiratory protector.

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2. Responsibility

2.1 Employee Responsibilities towards Health, Safety and Environmental (HSE)

Employees have a duty to take care of their own health and other who may be affected by your action at work, make sure safe working practices are set up and followed

2.2 What are the safety precautions to be taken during tool maintenance at warehouse?

- Wear appropriate PPE
- Be aware of you surrounding
- keep area clean
- use the right tools.

2.3 When should we do housekeeping?

Before and after work

2.4 Why housekeeping is important?

can eliminat or control work place hazards.

2.5 How should you react while seeing somebody committing into unsafe act/behavior?

- Approach the person stop her/hc from doing the unsafe act / behavior and explain the consequences that might caused from the act.
- Issue stop card or UCUA.


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3. Policies

3.1 List down all DB policies in regards to HSE

- PPE ✓
- Stop work ✓
- HSE ✓
- Harassment in workplace. ✓
- Smoking ✓
- Driving ✓
- Drug and alcohol ✓

3.2 What is HSE Policies

Hse policy is written statement by employer stating the company commitment to the protection, health and safety of employees and to public.

3.3 What is the purpose of 'STOP WORK' policy?

A policy designed to provide employees and contractor worker a responsibility and obligation to stop any work when observing unsafe condition / act that may result into an undesired event.

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4 Hazard ID and Incident Reporting

4.1 How can we report hazard or unsafe act?

- observe - follow up if necessary.
- action
- finding / report
- Agreed solution

4.2 If there is an incident happened at workplace what should we do?

- stop work
- report immediately within 24 hour
- write report
- Forward the report to HSE officer, HSE manager, FSM / GM.

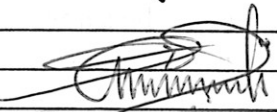
4.3 What is the incident reporting process?

- stop work
 - report immediately within 24 hour
 - report near miss (if necessary)
 - report must be made via verbal / written report
- Forward the report to HSE officer, HSE manager, FSM / GM.

4.4 What is the purpose of Hazard Hunt? And how does that help to be safe?
to be always aware and more careful in avoiding any incident happen.

4.5 Please explain what is Near Miss

- Near miss is an incident where no property was damaged and no personal get injury was sustained.


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4.6 In case of emergency,

a) Firstly what should you do?

stop work, report to HSE, shout for help and raise the alarm

b) Where is DB assembly point (Base)?

Outside the main gate.



4.7 Where can you find the emergency contact Number?

meeting room, pantry and smoking area. ✓

5. Operational Safety

5.1 How to prevent an accident before executing certain job or activities

- Tool box meeting must be done and all work involved at the activities must pay attention and discuss about the hazard and how to prevent them. ✓

5.2 What is the purpose of Safety Morning Meeting

- To keep workers and customer safe and to create awareness or encourage active participation concerning a specific topic. ✓

5.3 What is the purpose of briefing and Debriefing

Briefing provides the info needed to direct deployed resources. This info used for debriefing personnel in order to obtain further relevant / available info. ✓

5.4 What is Permit To Work (PTW)

PTW works is management system used to ensure the work is done safely and efficiently. A document procedure that authorize certain people to carry out specific work within a specified time frame. ✓

5.5 Explain what do you understand from Job Safety Analysis and how does this help you to be safe?

- JSA is a technique to identify the danger of specific task in order to reduce the risk of injury to the workers. ✓

5.6 What are the safety precautions to be taken during tool maintenance at warehouse?

- keep area of workplace clean and organized
- Barricade work area
- provide training
- wear appropriate PPE. ✓

[Signature]

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5.7 What are the safety precautions to be taken during topping up the fuel into Power Pack Tank?

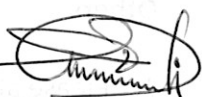
- wear appropriate ppe, use caution and fill the tank slowly to avoid spilling fuel.
- avoid any spark at workplace
- Diesel container must have flammable logo

5.8 What is work permit & why do we need them?

- work permit is to ensure the work is done safely
- work permit is the permission to take the job.
- warning of possible hazard.

5.9 When do we apply the work permit

- Before do the job


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5.10 What are the safety precautions to be taken during test lubricator and BOP?

- Barricade the workplace and put the sign
- test the lubricator and BOP at test bay
- Attend JSA

5.11 What are the safety precautions to be taken during test Control Panel?

- Barricade the workplace
- make sure no leaking all hoses connection & guided by competent person.
- Attend JSA

5.12 Why JSA, Risk Assessment and Job Plan need to be discussed among the team member? How does that work?

- To ensure the member aware of activity procedure and risk so that the team member will work in accordance to procedures set out and be careful in avoiding any risk / hazard.

5.13 While working, you found that there is something unsafe. What should you do?



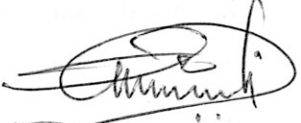
- stop work ✓
- raise stop card ✓
- Interference ✓
- Report to Hse officer. ✓

5.14 Before performing a hot work, what must you do/ have to ensure the work is safe

- Barricade the area ✓
- Attend the tool box talk and understand the job description properly, considering the risks that may be applied during operation. ✓

Others

1. Please attach the supporting documents that you participated in Dimension Bid's Safety program.
 - a) Job Safety Analysis for each activity that you involve during probation period
 - Chipping
 - Painting
 - Lifting
 - Spooling
 - Pressure Test
 - b) Hazard Hunt
 - c) Safety Talk


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