SLICKLINE OPERATOR 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.

NAME	Henry Anyan
DATE OF JOIN	
CONTACT NO.	01119895439
RECEIVED DATE	
DATE COMPLETED	

B.1 OPERATIONS

Exposure

Legend: C-Competent, NME-Need More

Document No.	PLAN FOR WELL SERVICES OPERATIONS	Assessment / Verification	Competency		Assessment Date
			C	NME	
FORM B 1.1	PLAN OPERATIONAL REQUIREMENTS				
	<u>CALCULATION & CONVERSION</u> 1. Convert to Decimal number i. 15/16" = 0.9375 ii. 1 1/16" = 1.0625				
	2. a) What is the conversion factor for the following i. 1 Meter = 3281 feet ii. 1 PSI = 6.89476 kpa iii. 1 Degree Centigrade = 33.8 Fahrenheit b) Base on your answer above (No 2), fill in the blank: i. 14 – ¾" = 1.37465 meter ii. 560 Bar = 56,000 kpa iii. 450 F = 232.222 C				

	3. Show how you utilize Gauge Vernier Caliper to measure OD or ID ***Measuring outer diameter (OOD*** - Zero the caliper - Open the caliper - Place the object - Close the jjaws - Read the measurement ***Measuring inside diamater (ID)*** - Adjust the caliper - Zero the ccaliper - Insert the caliper - Close the jjaws - Read the measurement				
	4. a) How many lbs/foot weight for the following wireline tools? i. 1 7/8 " Stem = 9.5 lbs/foot ii. 1 ½ " Stem = 6 lbs/foot iii. 1 ¼ " Stem = 4 lbs/foot b) Base on answer above, what is the weight for the following wireline tools i. 1 -7/8" x 5' Stem = 47.5 lbs ii. 1 ½ " x 3'Stem = 18 lbs iii. 1 ¼ " x 2' Stem = 8 lbs iv. 2 ½ " x 2' Stem = 34 lbs				

	5. Calculate how to get the answer for the following question i. 1 – 1/6" x 0.125" = 0.1458375 (in decimal number) ii. if 5x = 67, x equal to = 13.4				
	6. Refer to the data below, what is the average hour/week employee at company A working? Sunday – 14 hours Monday – 12 hours Tuesday – 10 hours Wednesday – 16 hours Friday – 0 hour Saturday – 8 hours Answer: 10 hour/week				
	7. Write down the formula how to calculate for following items: i. Square Area : A = Side x Side ii. Volume for square box and cylinder : π x radius^2 x height iii. Pressure : P = F/A iv. Force : F = M x A				
	8. Which is equal to 0.75? i. ¾ = 3/4 ii. 24/32 = 3/4 iii. 5/8 = 0.625 iv. 10/16 = 0.625 v. 36/48 = 3/4				

FORM B 1.1	PLAN OPERATIONAL REQUIREMENTS				
	1. What is a 'PTW'? Are you aware a procedure on 'PTW' is in place? Name / Procedure Number / Locate Procedure "PTW" typically stands for "Permit to Work." A Permit to Work is a formal written system used to control certain types of work that are potentially hazardous. This system ensures that proper precautions are taken and that the people involved in the work are aware of the risks and necessary safety measures. The specific name, procedure number, and location of a Permit to Work procedure can vary depending on the organization, industry, or context. Permit to Work procedures are commonly implemented in industries such as construction, manufacturing, and oil and gas, where specific safety measures need to be followed for potentially dangerous tasks.				
	2. Why do we need one for any wireline activity to take place on an offshore installation? Wireline activities on offshore installations are crucial for various purposes, such as exploration, drilling, completion, and maintenance of oil and gas wells. A) Wells Intervention and Evaluation B) Maintenance and Repairs C) Reservoir monitoring D) Sampling and fluid analysis E) Logging F) Data transmission				

	3. Explain the general process in applying for a permit-to-work for a wireline operation to take place. 1) Identification of work 2) Risk assessment 3) Permit to work form 4) Application submission 5) Authorization and Approval 6) Communication 7) Work Execution 8) Monitoring and compliance 9) Completion and Closure				
	4. In the process of planning out an operation, you found out that some materials or special tools are not available on site. What will be your next course of action? 1) Assess the criticality 2) Communication 3) Resource Mobilization 4) Alternative Solutions 5) Modify the Plan 6) Safety and Regulatory Compliance 7) Contingency planning 8) Document the situation 9) Post-Operation Review				

	5. Explain how you perform Pre & Post Job Check (Use Pre & Post Job Checklist) **Pre-Job Checklist** 1) Review the job requirement 2) Safety assessment 3) Resource check 4) Communication 5) Environment Consideration 6) Preventive Maintainance 7) Checklist Review **Post-Job Checklist** 1) Job Completion Confirmation 2) Safety check 3) Equipment Inspection 4) Documentation Review 5) Debriefing 6) Client Communication 7) Post Job Checklist Review				

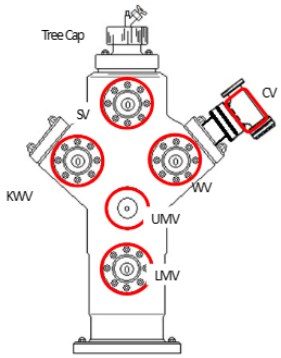
	6. When do you need to attend Briefing and De-briefing? **Briefing** 1. Commencing the task or operation 2. Shift handovers 3. New Job Scope 4. Emergency preparedness 5. Client meeting 6. Training Sessions **DE-briefing** 1. After Completion of task or operation 2. Post-Emergency Situation 3. Project completion investigation 4. Training Evaluation 5. Periodic Review meetings 6. Incident and Accident 6a. What is the benefit of this session? **Briefing** 1. Clarity and understanding 2. Alignment 3. Safety Awareness 4. Efficiency 4. Coordination 5. Risk Mitigation 6. Resource Allocation 7. Client Satisfaction **DE-Briefing** 1. Learning and improvement 2. Knowledge sharing 3. Team Building 4. Accountability 5. Innovation 6. Conflict Resolution 7. Performance Evaluation 8. Continuous Improvement 9. Adaption to change				

	7. List down 5 important documents you need to bring offshore and why? **1. Offshore Safety Passport or Certificate** This document demonstrates that you have completed essential safety training, including courses on offshore survival, firefighting, and other safety protocols. It ensures that you are aware of and can respond appropriately to potential risks in the offshore environment. **2. Offshore Medical Certificate** An offshore medical certificate is often mandatory for personnel working in the oil and gas industry. It certifies that you are in good health and physically fit to handle the demands of offshore work. The medical examination may include assessments of vision, hearing, cardiovascular health, and other factors relevant to the offshore environment. **3. BOSIET (Basic Offshore Safety Induction and Emergency Training) Certificate** BOSIET is a globally recognized training program that provides essential safety and emergency response skills for offshore workers. It covers topics such as helicopter safety, sea survival, and basic firefighting. Many employers in the oil and gas sector require employees to possess a valid BOSIET certificate before working offshore. **4. Employment Contract and Proof of Qualifications** Your employment contract outlines the terms and conditions of your work, including your job responsibilities, compensation, and the duration of your employment. Proof of qualifications, such as academic degrees, professional certifications, and relevant work experience, may also be required to confirm your eligibility for the specific role. **5. Health Documents and Vaccination Records** Some client may require specific vaccinations or health documentation for entry. Additionally, having your medical history and a list of prescribed medications can be crucial in case of a medical emergency while abroad.				

	8. Explain your preparation before going offshore 1) Safety Training and Certification 2) Medical Examination 3) Documentation and Certifications 4) Security Clearance 5) Packing and Equipment Readiness: 6) Reviewing Job Responsibilities: 7) Communication and Emergency Contacts 8) Travel Arrangement 9) Environmental Considerations 10) Mental and Emotional				

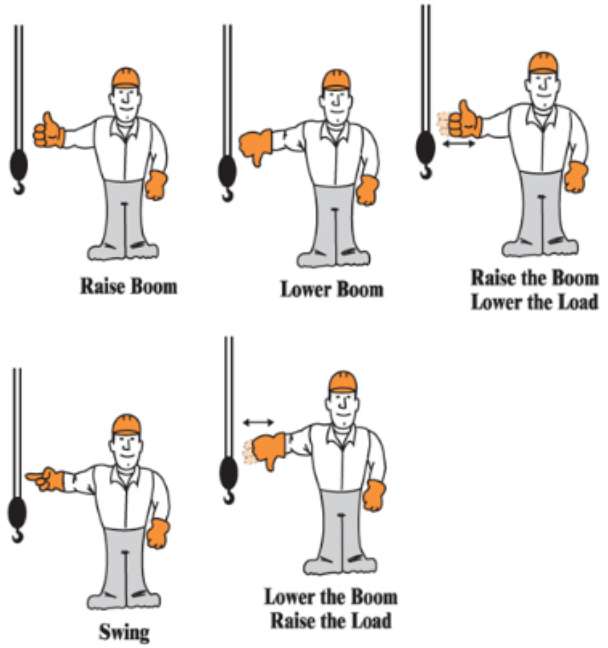
	9. Describe your tasks upon arrival at the platform a) Check-In and Registration b) Safety Briefing and Orientation c) Issuance of Personal Protective Equipment (PPE) d) Health and Safety Checks e) Security Clearance and Access Control f) Job Assignment and Task Briefing g) Environmental and Emergency Equipment Familiarization h) Tool and Equipment Inspection i) Communication Setup j) Initial Safety Meeting with Team				
	10. List down tool string configuration prior to carry-out the following jobs: **i. Tubing clearance :** Toolstring configuration : 1.7/8" R/Socket + 1.7/8" Swivel joint +1.7/8"x 5ft Stem + 1.7/8" K/Joint + 1.7/8" Hydraulic. Jar + 1.7/8" x 20 Stroke Link jar. **ii. Sinker Bar** Toolstring configuration: 1.1/4" R/Socket + 1.1/4" Swivel joint + 1.1/4"Malory stem + 1.1/4" K/Joint + 1.1/4"Malory stem + Bull nose				

	11. Describe what the following terms mean: **i. Insert Valve** An insert valve, also known as an insert retrievable valve, is a type of valve used in oil and gas well completions and interventions. This valve is designed to be inserted into a wellbore to control the flow of fluids, typically during well testing, wireline operations, or other downhole activities. Insert valves can be retrieved and reinserted multiple times, providing a versatile and reusable solution for downhole flow control. **ii. TRSCSSV – Tubing Retrievable Surface-Controlled Subsurface Safety Valve** TRSCSSV stands for Tubing Retrievable Surface-Controlled Subsurface Safety Valve. This is a specific type of safety valve used in oil and gas wells to prevent uncontrolled release of hydrocarbons and other fluids. **iii. RIH – Running In Hole** "RIH" in the context of slickline operations typically stands for "Run In Hole". This is the phase of the slickline operation where the slickline and associated tools or equipment are run down into the wellbore. The tools or instruments attached to the slickline are typically lowered through the tubing or casing of the well to the desired depth for performing a specific downhole operation. **iv. POOH – Pull Out of Hole** "POOH" stands for "Pull Out Of Hole". This is the phase of the slickline operation where the slickline, along with any tools or instruments attached to it, is pulled upward and out of the wellbore. The POOH process follows the completion of downhole tasks or interventions, such as logging, setting or retrieving tools, and other well maintenance operations.				

	12. Draw the X-Mass Tree. Describe what is the function 1 Lower Master Valve (*LMV*) • *Manual, NOT working valve optimum conditions* 2 Upper Master Valve (*UMV or SSV*) • *Emergency valve* 3 Flow Wing Valve (*FWV*) • *Permits passage of well fluids to CV.* 4 Choke Valve (*CV*) • *Restrict, control or regulate flow of well fluids* 5 Kill Wing Valve (*KWV*) • *Permits entry of kill fluids into tubing or equalize* 6 Swab Valve (*SV*) • *Permits entry of well interventions.* 				
	13. What is the valve fitted at X-Mass Tree? Which is the valve is always utilize during wireline operation? a) Swab Valve d) Flow wing Valve b) Master Valve e) Lower Master Valve c) Wing Valve f) Kill Wing Valve Swab valve is the valve we always utilize Open/Closed prior to wireline operation.				
	14. How many turns to close the Master Valve for the following x-Mass Tree: i. **WKM** - 18 ½ turn ii. **Ingram Cactus** - 24 ½ turn iii. **Mcevoy** - 18 ½ turn				x

	15. Why is it compulsory to count when closing the Master Valve • To ensure master valve is fully closed without any toolstring or wire prevent it from closing				
	16. Describe the process of installing pressure manifold at X-Mass Tree Tubing Hanger. • To monitor pressure buildup on annulus				
	17. Where to ZERO tool string prior RIH • THF - Tubing Hanger Flange				
	18. Why it is compulsory to carry-out pressure test upon completion of rig-up? Describe the process • Pressure testing slickline equipment upon completion of rig-up is a crucial safety measure in the oil and gas industry. This procedure helps ensure the integrity of the slickline equipment and prevents potential leaks or failures that could lead to dangerous situations, environmental damage, or costly delays.				

	19. a) What is the breaking strength for the following wire? i. 0.092" EIPS = 1830lbs ii. 0.108" EIPS = 2490lbs iii. 0.125" EIPS = 3300lbs b) Describe the type and size of wireline utilize in Dimension Bid - EIPS GRADE - SUPA 75 (CO^2, Resistance Wire) - Zeron 100 HS Stainless Steel Wire c) What is the equipment to be used to carry out twist test? Show how to use it -Ductility Tester - Full test d) Describe the maintenance required for the wire Slickline wire is an essential component used in the oil and gas industry for various downhole operations such as well intervention, measurement, and well maintenance. Proper maintenance of slickline wire is crucial to ensure safety, efficiency, and longevity. 1) Inspection 6) Documentation 2) Cleaning 7) Training 3) Lubrication 8) Periodic Testing/Wire Testing 4) Storage 9) Replacement 5) Handling				

	20. Show standard "HAND SIGNAL" for the following task: i. Close the CV,MV and TRSCSSV ii. For crane – Boom Up, Boom Down, Picking-up, Slack-off, Swing to right/left  				

	21. Describe the topic discussed in Pre-Job Safety Meeting A Pre-Job Safety Meeting, also known as a pre-task safety meeting or pre-work safety briefing, is a critical component of workplace safety protocols. It involves a gathering of employees or workers before they begin a specific job or task to discuss and address safety-related aspects. The primary goal of this meeting is to ensure that all participants are aware of potential hazards, safety procedures, and emergency protocols associated with the task at hand, thereby reducing the risk of accidents and injuries. a) Task Description e) Roles and Responsibilities b) Hazard Identification f) Questions and Concerns c) Safety Procedures g) Safety Checklist d) Emergency Response h) Communication				
FORM B 1.2	**SELECT AND TEST WELL SERVICES EQUIPMENT**				

	1. List the specific surface equipment needed for carrying out wireline work using 0.092”/0.108’/0.125’. Specific equipment needed for carrying out wire line work is : • Stuffing box, Lubricators, Dual Ram Hydraulic BOP, Wellhead adapter, Lubricator pup, X-over • Wire line power pack/reel skid with spool of wire, hydraulic hoses/pump and depth counter assembly • Gantry crane, Permanent gin pole, Hydraulic mast • SWCP • Weight indicator, Hay pulley • Lifting gears – chain block, slings, shackles, lubricator clamp • Pipe wrenches, manila rope for guide line, pressure gauges, hand off sign, needle valves, safety harness. • Only the hay pulley/stuffing box/wire clamp size is different:- a) 0.092 Wire Clamp – 9” Hay pulley - S/box with 8’’ sheave b) 0.108 Wire Clamp –_10” Hay pulley - S/box with 16’’ sheave c) 0.125 Wire Clamp- 12” Hay pulley - S/box with 18’’ sheave				
	2. Tabulate the standard toolstring for use in carrying out routine wireline operation. Toolstring configuration : 1.7/8” R/Socket + 1.7/8” Swivel joint +1.7/8”x 5ft Stem + 1.7/8" x 20 Stroke Link jar.				

	3. Describe the procedure for checking the pulling and running tools for:- **i. WR-SCSSV** -Inspect tool fishing neck profiles for burrs and wrench damage. -Inspect all box and pin threads for damage (& loose connections) -Stimulate pulling tool on surface to ensure tool can release upon shearing of pin. -Check and ensure all connections in the tool are tight. -Check all tool parts are in good condition. -Ensure shear pins on running tool are flush-cut and rivet. -Ensure the appropriate equalizing prong is make up to the tool **ii. KOT** -Inspect fishing neck profile for burrs and wrench damage. -Inspect pin threads for damage. -Check for slack in the arm joints and ensure arm pins are not loose. -Check finger springs are sufficiently strong to push the finger out at all times. -Check stiffness of arm assembly, if the arm springs are found to be weak, replace the arm springs. -Check condition of the set screw **iii. GA-2** -Ensure pin threads are in good condition. -Replace the 1/8' retaining roll pins if not in good condition. -Inspect plunger for any damage. **iv. 1.1/4" JDC** -Check pin threads are in good condition -Ensure the dog spring is in good condition and the brazed ends are intact. -Check the dog shoulders are not worn. -Ensure the core extension is in place if pulling gas lift valves or dummy with integral bottom latch due to its long reach. -Stimulate tool on surface to ensure tool can release upon shearing of				

	4.What is the minimum breaking load of: i. Bridon UHT wire 0.092" – 1890 lbs ii. Bridon UHT wire 0.108" – 2720 lbs iii. Bridon UHT wire 0.125" – 3640 lbs iv. 3/16" Galvanised Dyform wire – 2840 lbs v. Supa 70 wire size 0.108" – 1900 lbs vi. Supa 75 wire size 0.108" – 2129 lbs				
	5. What is the recommended minimum sheave size for: i. 0.092" – 11" inches ii. 0.108" – 14" inches iii. 0.125" – 16" inches iv. 3/16" – 16" inches Rule of thumb: 100 times the Outside Diameter				
	6. Why is it important to check and clean the flame trap on the unit? **Checking and cleaning the flame trap on a powerpack slickline unit is essential for several important reasons, primarily related to safety and equipment performance in oil and gas well intervention operations.** a) Fire Safety c) Operational Efficiency b) Equipment Protection d) Regulatory Compliance				
	7. Why is it necessary to carry out torsion test or wrap test (as appropriate) on the wireline prior to a well entry work? - To ensure we know the maxium wire limit on our wire.				

	8. What is the recommended distance separating the cell plates of the 0-2000 lbs range Martin Decker load cell assembly? • -7/16" to 1/2 "				
	9. Why do we need to maintain a minimum distance between the cell's plate and state what could happen if this distance is not maintain during the jarring operation? • To provide for the accuracy of the indicated pull on the wireline. If the distance is not maintain during the jarring operation, the indicated pull will be much lower that the actual pull exerted on the wireline, and the possibility of parting the wireline may occurred.				

	10. Produce a checklist for the wireline reel skid prior to start-up **A checklist for the wireline reel skid prior to start-up is crucial for ensuring the safety and proper functioning of the equipment** 1) Visual Inspection 2) Safety Equipment 3) Control Panel 4) Hydraulic System 5) Brake 6) Cable and Reel 7) Safety Guards 8) Documentation 9) Operator Training and Qualifications 10) Environmental Consideration 11) Communication 12) Emergency Response 13) Site-specific requirements				
Form B	**RIG UP WELL SERVICES EQUIPMENT**				

1.3	1. Who authorizes and approves the PTW for Well Services activities? i. (SIMOPS/SIPROD) Simultaneous Drilling & Production Operations mode – **OIM – Offshore Installation Manager** **DSV – Drilling Supervisor** ii. Routine operations on a production platform – **WIS – Wells Intervention Supervisor**				
	2. Why is it important to have a pre-job briefing/discussion before rigging up? • To ensure personnel involve in the operation have their on role and task and understand what need to be done in safe manner to prevent accident and delay. To have better communication and identifies potential hazard.				

	3. What pre-checks are required prior to rigging up Well Services surface equipment? **Before rigging up well services surface equipment, several pre-checks and safety measures should be taken to ensure a safe and efficient operation. These checks help prevent accidents, equipment damage, and environmental issues.** 1) Permit and regulatory Compliance Considerations 2) Site assessment 3) Personnel Training and Certification 4) Equipment Inspection 5) Well Integrity 6) Safety measures 7) Communication Procedures 8) Environmental Considerations 8) Environmental 9) Emergency Response 10) Weather conditions 11) Rigging Plan 12) Documentation 13) First Aid 14) Checklist and				
	4. List down a standard lubricator configuration. Describe the sequence of assembling the lubricator followed by safe rigging up process. - Stuffing Box - Lubricator 8ft 3 section - QTS - BOP - Pump In Tee - Riser 8ft / 4 ft - Ball Valve				

	5. Explain why is it important to position the BOP correctly? **Positioning the slickline Blowout Preventer (BOP) correctly is crucial for the safety and integrity of well servicing operations in the oil and gas industry. The slickline BOP is a critical safety component designed to prevent uncontrolled releases of pressure or fluids from the well** 1) Well Control 2) Safety and Personnel 3) Enviromental Protection 4) Equipment Protection 5) Regulatory Compliance 6) Reputation Management				
	6. What is the acceptable gap range on the weight indicator load cell during zero check? • The acceptable gap range on the weight indicator load cell during zero check is 7/16" to ½''.				
	7. Wire running through the hay pulley of the weight indicator should be at what angle? **- 90 degree**				
	8. Wire running through the hay pulley of the weight indicator should be at what angle? **- 90 degree**				
	9. Why is it important? • To reduce site loading. • Install with locking up as to prevent the pin vibrating down and unlocking hay pulley.				

	10. Give two reasons why you need to rig up the hay pulley correctly? **Safety of Personnel** **Efficient Operations** a) Falling Objects a) Line Misalignment b) Uncontrolled Line Movement b) Increased Wear and Tear c) Reduced Control				
	11. Describe the process of BOP function and pressure testing for 0.092"/0.108" slick wire after rigging-up. Your answer should include how equalizing pressure across the closed BOP is done prior to opening the BOP rams. Under what circumstances do you need to operate the BOP? • The wireline power pack should be position in the upwind direction because the operator will not inhale the smoke of the power pack.				
	12. With respect to wind direction, where do you position the wireline power pack in relation to the wireline winch? Why? • This is to ensure the wireline winch is secured and anchored when encountering overpull, which may pull the winch toward the W.H.E if not secured				
	13. Why is it necessary to tie down the wireline winch after rigging-up? • -This is to ensure the wireline winch is secured and anchored when encountering overpull, which may pull the winch toward the W.H.E if not secured.				
	14. Why is it important to report remedial action taken on faulty equipment? -To ensure smooth wireline operation , to prevent further damage to equipment and to safe guard crew / platform facilities.				

	15. How would you deal with defective equipment that is beyond repair on site? - **Contact EIC at shore and ask for replacement**				
	16. List down all Surface Equipment & Pressure Equipment required for rigging-up **Pressure Control Equipment** 1) Stuffing Box 2) Lubricator 3) Quick test Sub 4) BOP 5) Ball Valve 6) Pump In Tee & Low Torque Valve 7) Crossover & Wellhead Adapter 8) Pressure Test Unit (PTU) 9) Wellhead Control Panel **Surface Equipment** 1) Power Pack 2) Reel Skid Unit 3) Wireline Mast 4) Generator Set 5) Air Compressor 6) Garco Pump				
	17. Who would you seek advice and support with respect to : a) Failure of wireline units. We seek advice from well services workshop, labuan. b) Equipment passport expired. Authorized well services personnel onsite to check and approved. c) Lubricator test date expired. We obtain support from well services workshop labuan.				

	18. Describe the process and safety pre-caution to be taken when opening Tree Cap Adaptor prior to rig-up Opening a Tree Cap Adaptor prior to rigging up in an oil and gas well is a critical operation that requires careful planning, execution, and strict adherence to safety precautions to prevent accidents and ensure the safety of personnel and the environment. 1) Safety Briefing and Preparation 2) Equipment Inspection 3) Secure work Area 4) Pressure Verification 5) Hydraulic and Mechanical Lockout 6) Isolation 7) Well Control Equipment 8) Hydrocarbon Monitoring 9) Continuous Monitoring 10) Personnel Training 11) Emergency Response Plan 12) H2S Contingency 13) Communication 14) Post-Operation Evaluation				
Form B	**RIG DOWN WELL SERVICES EQUIPMENT AND HAND BACK WELL**				

1.4	1. What are the pre-check and sequence for safe rigging-down of lubricator? Safe rigging-down of a slickline lubricator involves a series of steps to ensure the safety of personnel and equipment. **Pre-Check** 1) Safety Briefing 2) Equipment Inspection 3) Communication 4) Personal Protective Equipment (PPE) **Rigging-Down Sequence** 1) Secure Wellhead 2) Release Pressure 3) Disconnect Contol Lines 4) Remove Lubricator 5) Disconnect and Secure Lifting Equipment 6) Final Check 7) Documentation 8) Post-Operation Briefing				

	2. What would you do to ensure the wellhead area is clear before rigging-down? • The wellhead area is barricade with barrier tape and personnel not involve in the rigging down must be informed to keep away from the wellhead area. Ensuring the wellhead area is clear before rigging-down is essential for the safety of personnel and equipment 1) Safety Briefing 2) Checklists and Procedures 3) Communication 4) Secure the Wellhead 5) Identify and Remove obstacles 6) Clear Access Paths 7) Verify Proper Signage 8) Secure Loose Objects 9) Check for hazardous Materials 10) Clear the area of personnel 11) Secure Equipment 12) Continuous Monitoring 13) Post-Operation Inspection				

	3. Explain why is it important to report any defective equipment and remedial action taken? • To ensure the defective is not to be used for operation. The defective equipment must be repaired onsite or replaced and send back to workshop. • With this report we can determine the reliability of the equipment. • We can take measures to reduce production loss, equipment failure downtime				

	4. It is necessary to hand back well to the frontline personnel to open up well as soon as possible after rigging-down. However, you may sometimes be requested to open up on their behalf. Why is it important to inform the frontline personnel before you open up the well? It is important to inform the frontline personnel before you open up the well because; - • They can make preparation on the production facility prior to the opening up of the well. • The frontline personnel would like to have wellhead pressure prior to the opening up of the well. • The frontline personnel want to know the well interruption for his daily report.				

	5. How is the daily wireline operation report done in your area? Who need access to the report? For what purpose? • Daily wireline report is done after operation is completed or in the period of 24 hours. Team leader will make daily wireline using location PC. And print , fax to base or send the report via E- MAIL. • The report covers the time frame of whatever jobs are carried out.The contents are;- • Well number,Location and type of operation. • Names of supervisor and his crews. • Details of the conditions of wireline equipment ,wires, wireline valves. • Number of wireline run and misrun. • Status of the well. and field observations such as WAX, Sand, or scale deposit;fluid level etc. to be reported if there is. • Tomorrow job plan is also included. Who needs access to the report? For what purpose? • The wireline supervisors screen the report and pass the report to the OIM to check the day wireline activities and endorse the report prior to be sent to base.				
	6. Under what circumstances that you have to rig-down the lubricator even though the job is not completed. Consider both oil and gas operations when answering. • During flow build up survey if gauge are set in the well , during heavy rain and strong wind, heavy loading to be carried out at worksite , emergency hot work to be done near work area, where job is suspended and at end of the day.				

Form B 1.5	DEMOBILISE AND STORE WELL SERVICCES EQUIPMENT				
	1. How would you prepare the following for: **i) Backloading :** - Prepare c/note. - Pre-slang with valid and correct sling load. - Secure chair, hoses and exhaust extension. - Remove martin Decker and coiled hose properly and secure onto reel skid. - Frame cover on p/pack to be installed. - Cover unit with canvas ii) **Storage on site :** ➤ Remove chair, secure martin Decker dismantle hydraulic hoses, & exhaust and secure properly. ➤ Grease top section wire layer on reel skid. ➤ Cover units with canvas and store/position units at safe and secure place.				

2. What are the pre-checks required for backloading with respect to lifting equipment, platform crane, sea and weather conditions?

Equipment	Backloading	Storage on site
Wireline units	Prepare COG	Grease wire
	All sling still valid	Cover unit with canvas
Lubricators	Install protector	Service & oiled
	Prepare COG	Secured lubricator
Wireline tools	Prepare COG	Service tool
	Install Tag line	Inventory tool
	Sling still valid	Store tool inside toolbox

3. Explain why good housekeeping is necessary with respect to proper equipment storage.
   - To ensure equipment are safe and securely stored and maintained in good condition. Work area is safe and to prevent accident to occur.
   - Save time to locate equipment and enable easy stock checking.

4. Why is it important to check equipment condition and update the equipment inventory for different locations regularly?
   - To ensure availability of equipment in each location is maintained and equipment are ready for next wireline operation.
   - To reduce downtime due to equipment failure.

	5. What is the essential information to be included on the consignment note for equipment returned to shore? • The damage parts on the equipment , what cause the equipment parts damaged i.e = corrosion due to acid or any harmful chemical in contact with equipment.				
	6. For Third party equipment, what are the precautions to take during backloading and/or handling of hazardous materials? • To have a toolbox meeting with personnel involves in backloading and handling. • Ensure what type of material so that special note/warning/hightlight is attached to the equipment. • The third party personnel should brief the personnel involves in the operation and must be onsite to supervise and instruct on the backloading/handling of hazardous materials.				

Assessed By:		Verified By	
Name		Name	
Position		Position	
Date		Date	