# 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.

| | |
|---|---|
| **NAME** | EDRIEAN EDMON MANGKAH |
| **DATE OF JOIN** | 10/6/2019 |
| **CONTACT NO.** | 016-839 2787 |
| **RECEIVED DATE** | |
| **DATE COMPLETED** | |

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# 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 that 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.

## PUBLIC COURSE RECORDS

1. Offshore Safety Orientation

| Date Training | Venue | Expiry Date |
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| | | |
| | | |

2. Sea Survival

| Date Training | Venue | Expiry Date |
|---|---|---|
| 26/6/2019 | MSTS (ASIA) | 25/6/2023 |
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| | | |

3. Basic Fire Fighting

| Date Training | Venue | Expiry Date |
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4. H.U.E.T

| Date Training | Venue | Expiry Date |
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5. Permit to Work

| Date Training | Venue | Expiry Date |
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6. IWCF

| Date Training | Venue | Expiry Date |
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7. Public Courses

| Date Training | Training Topic | Venue |
|---|---|---|
| 20/6/2019 | Basic H2S (SMTC) | 19/6/2021 |
| 13/6/2019 | Working at Height (Level 2) STS | 12/6/2022 |
| 16/1/2020 | Permit To Work APPLICANT (SEQU) | 15/1/2023 |
| 29/4/2021 | Basic H2S (SEQU) | 28/4/2023 |
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8. In-house Training

| Training Date | Training Category | Training Subject / Title |
|---|---|---|
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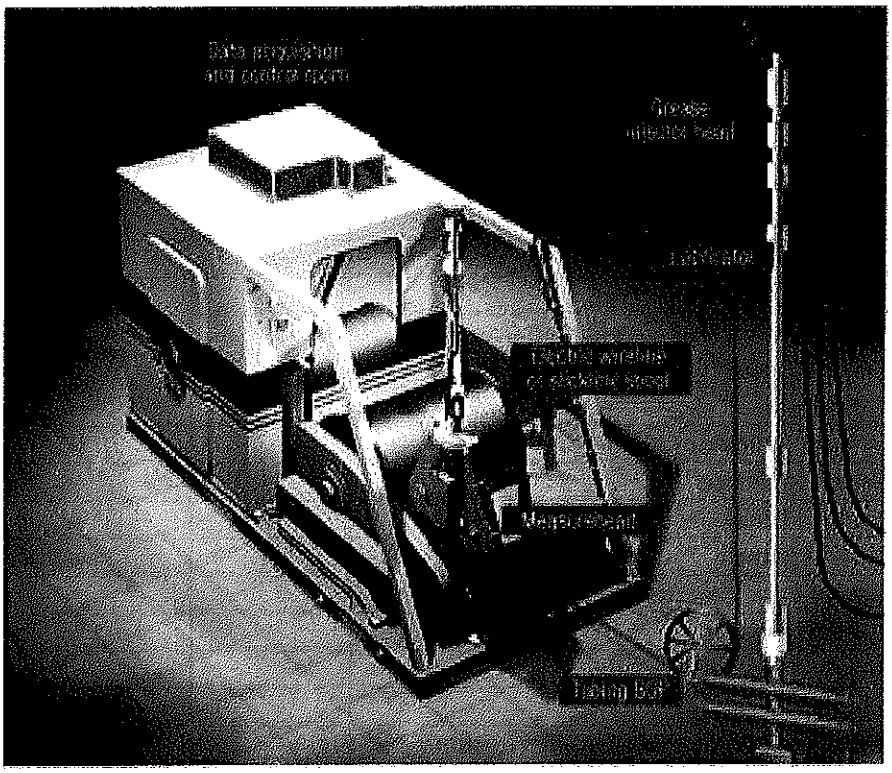
| | | |

Training Category: HSE / Technical Presentation / PCE / Surface Equipment / Tools

# 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 | 11.6.19 | Ayun- | |
| 2 | Responsibilities | 11.6.19 | | |
| 3 | Policies | 11.6.19 | | |
| 4 | Hazard ID & Incident Report | 11.6.19 | | |
| 5 | Operational Safety | 11.6.19 | | |
| | | | | |
| **B** | **Surface Equipment Familiarization** | | | |
| 1 | Stuffing box | | | |
| 2 | Lubricator | | | |
| 3 | Blow Out Preventer (BOP) | | | |
| 4 | X-Mass Tree | | | |
| 5 | Wireline Reel Skid Unit (Single Drum & Double Drum) | 15/10/20 | | |
| 6 | Odometer | | | |
| 7 | Weight Indicator (200 lbs and 4000 lbs) | | Meyson | |
| 8 | Spooling Device | | | |
| 9 | Control Panel | | | |
| 10 | Huskel pump | | | |
| 11 | Power Pack (Electrical & Diesel) | | | |
| 12 | Air Compressor | | | |
| 13 | Drum | | | |
| | | | | |
| **C** | **Downhole Equipment Familiarization** | | | |
| 1 | Basic Toolstring | | | |
| 2 | Pulling / Running Tools | | | |
| 3 | Wireline Wire | | | |
| 4 | Inspection / Maintenance of Tools | | Meyson | |
| | | 15/11/20 | | |
| **D** | **Rig-up Wireline Surface Equipment** | | | |
| 1 | Wireline Mast | | | |
| 2 | Lubricator Assembly | | | |
| 3 | Operating the BOP | | | |
| 4 | Make Rope socket and Toolstring Configuration | | | |
| 5 | Toolstring Configuration | | | |
| 6 | Operate the Control Panel and Huskel Pump | | | |
| 7 | Service of basic wireline tools | | | |

**Comment:**

## A. Wireline Operation Basic Safety Protection

### 1. Personal Protective Equipment

1.1 What is definition of Person Protective Equipment

→ Personal Protective Equipment can be described as Protective Clothing, Helmets, goggles or equipment designed which to Protect the worker body from injury or infection.

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

→ Compulsory PPE include safety glasses, hard hat, safety boot's, Coverall with fire retardent, ear plug and hand glove (impact glove).

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

→ PPE Should be worn when working or out from the accommodation area which were implimented by Client or Company itself. Which include work site area where worker do the job.

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

→ The PPE Should be worn is safety helmet, safety glasses, impact glove, safety boots, Certified Coverall with fire retardent and safety mast,

1.5 PPE should you wear while working in mercury and $H_2S$ are

→ Gas ~~detecta~~ detector ($H_2S$ Detector) use face mast, Mercury Coverall, Rubber glove and rubber safety boot's.

**2. Responsibility**

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

→ As a Employee, the employee should take care of his self about Safety and health and People surrounding who may be affected by his acts or omissons at work. Secondly, to co-operate with his employer or any other person in the discharge of any duty or equipment and lastly always wear the Personal Protective Equipment (PPE) as dictated by DB or Client.

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

→ We take safety precaution by wear proper PPE (impact Glove, Safety shoes and Safety boots) using good body postures, apply Step back 5x5 and recognize unsafe condition.

2.3 When should we do housekeeping?

→ We need to perform housekeeping all the time during the task we do. Which means effective housekeeping is in on going operation where it is not a one-time only.

2.4 Why housekeeping is important?

→ Housekeeping is important because can help control or eliminate work place hazards. We can prevent slip, trip and fall's.

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

→ I will stop him or her. Tell him/her to take some time like (a couple minutes. Then I will discuss the hazards or injuries that will occur by unsafe act / behavior and importantly ensure him/her understand and comply the procedure and safety requirement.

## 3. Policies

3.1 List down all DB policies in regards to HSE

- HSSE Policy
- Smoking and Vaping
- Harassment
- Drug and alcohol
- Driving
- STOP Work
- PPE Policy

3.2 What is HSE Policies

- HSE is Health, Safety and Environment Policy. This Policy enunciates the Philosophy and Commitment of the Company Towards environmental Protection and Management of health and Safety of employers, Contract Work men and Visitor's. In other terms, HSE is the regulation for all.

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

- 'Stop work' Policy is the Policy which the green light for worker to stop any job if they have risk of injuries, health hazards, damage to Properties or environment.

## 4 Hazard ID and Incident Reporting

4.1 How can we report hazard or unsafe act?

→ We can report hazard or unsafe act by a verbal report to a Supervisor, Completing a hazard Report form and then raising the issue at a Staff Meeting.

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

→ Preferably remove danger from Casualities, If impsible remove the Casualties from danger.
→ Apply first Aid Kit treatment (if You are First Aider) if not, report to Supervisor.
→ Site First Aider to give First Aid
→ If necessary, Send Victim to Clinic.
→ Supervisor to report HQ.

4.3 What is the incident reporting process?

→ Within 24 Hours
→ Report Near misses ASAP.
→ All Reporting Via, Verbal & Written Report.
→ All Report must Forward to SO, OM, GM, CEO

4.4 What is the purpose of Hazard Hunt? And how does that help to be safe?

→ Purpose of Hazard Hunt exactly to aim of Hazard Hunt, Identifying risk, opening them up for discussion, and then eliminating them. In future, this risk can be prevented by modifying, Procedure. This is important because potential hazard, can lead to personal injury or damage to Property or enviroment.

4.5 Please explain what is Near Miss

→ Near miss can be describes an incident which did not result in injuries or illness to people or damage (loss) to assets and environment.

4.6 In case of emergency,

a) Firstly what should you do?

→ immediatly 'Stop work' (all operation) and Secure all Side Area. (Go To Master Assembly Point).

b) Where is DB assembly point (Base)?

→ At Designated Master Point. (at outside entrance gate)

4.7 Where can you find the emergency contact Number?

→ (At. the Meeting Room Wall, At Pantry and at the Smoking Area.
→ Save all emergency Contact Number at our own Mobile Fon (at base Area)

**5. Operational Safety**

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

→ All team member fully understand job task, the hazard that prepared by team leader which described in PTW and JHA.

5.2 What is the purpose of Safety Morning Meeting

→ To ensure all POB give more attention and take extra vigilant about work scope and potential hazards.

5.3 What is the purpose of briefing and Debriefing

→ Briefing refer to what instruction, guidance and wanings, worker receive before Job Taken and Perform. Debriefing More to Process of receiving and narration of experience, explanation for deviation from brief.

5.4 What is Permit To Work (PTW)

→ Permit to work is a System like green light or procedre approval To protect worker and fellow worker, which means it is responsibility to see the established guidelines are followed.

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

→ Job Safety Analysis is a technique to identify the danger of specific tasks in order to reduce risk of injury to worker, this help by reduce or eliminate them before anyone gets hurt.

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

→ Refer to Page 9 of 50. (2.2)

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

→ Safety precautions to be taken is ensure the label of diesel is correct, Read MSDS and follow the instruction given, Wear the safety glasses, Mask, Prefer hand glove and Mini Platform due to power pack tank cap difficult to fill (Top of Power pack)

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

→ Permit to work is mandatory and is system has been device to allow work to be carried out Safety in onshore or offshore facilities. It must Clearly understood.

5.9 When do we apply the work permit

→ We apply the work permit after we get the Programme from Client and Job Task.

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

→ First announce all POB onBoard before test LUB and BOP, Barrieaded the pressure area, ensure all the equipment which need to be test are valid and in good condition, and Follow the ~~key~~ sequences For Pressure test.

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

→ First Cheeked hose. Condition is good, install Whipcheck between Air Supply hose to Control Panel. barrieded the work area.

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

→ JSA, Risk assessment and Job Plan are need to be discussed to ensure all team member involve with the task understand the task and know the hazard. It will remind them the use of JSA, Risk ASSesment and Job Plan will ensure all the task performed will be Complete with Safety and know hazards will occurs when they not Comply.

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

→ Apply 'Stop work Policy'. Inform Supervisor or person incharge on Side, about the unsafe condition. Then we discuss by do a Toolbox Talk and we disuss about new hazard and Safety precaution (Recovery measures). and ~~the~~ list in Job hazard analysis.

| DIMENSION BID JOB HAZARD ANALYSIS WORKSHEET (JHA) | Location: DB WORKSHOP | SITE AREA | Date: |
|---|---|---|---|

Section A: (Tasks information)

Team Composition: _____

TASK: **Painting & Chipping On wireline mast 06**

| OIDC associated with above task: N/A<br>* Delete whichever not required | If Yes, OIDC No: N/A | Additional OIDC/Precautions attached: N/A |
|---|---|---|

Section B: JHA Detail Description

| Step No. | Descriptions of task step | Hazard Prompt 10 +1 | Task Hazards | Threats | Top Event | Risk ( L/M/H ) | Control Measures |
|---|---|---|---|---|---|---|---|
| 1.0 | Arrange maanicooler to work area using forklift | Gravity | Object at height | Defective Lifting Gears | Dropped Object | M | Certified Gears/Inspected / Authorized fork lift driver |
| | | Motion | Moving Object | Defective Slings | Swinging Load, Dropped object, | L | Ensure Sling in Good Condition, Secured loosen Item |
| | | Radiation | Sunlight | Over Expose to Hot Sun, Fainted due to dehydration | Heat Stroke | L | Drink Lots of Water/Proper Break Time |
| | | Weather | Poor Visibility | Strong Wind, thunder storm, heavy raining | Flying & Falling Objects, | L | Secure Loose Objects/No Rigging up or Down during Strong Wind (25 knots), Stop work, |
| 2.0 | Painting and chipping On manicooler | Motion/body machanic | Handling equipment | Finger Pinch, Slip and fall, | Hand/Finger Injury, Body Injury, Head Injury, | M | Use proper handling techniques PPE safety helmet, safety boots, hand glove and safety glass |
| | | Chemical | Fume | Skin Injury And Fume From Painting. | Fume/Hand Injury. | L | Use Proper PPE And Handling Techniques. |
| 3.0 | Normalization/Housekeeping | Body Mechanic | Slippery/Trip & Fall | oil and grease on deck | Injury | L | PPE / Supervision. Carry out housekeeping |
| | | Invisible | Time Pressure | Human error, Rushing | Stress | L | Supervision, planning, time management |
| | | Body Mechanic | Leaning against on handrail | Human error | Injury | M | Supervision |

**Recovery Measures:**
*In the event of Top Event occurred, apply STOP WORK POLICY and carry out actions as per the Emergency Response Procedures
*Any additional Recovery Measures to be discussed by the signatories

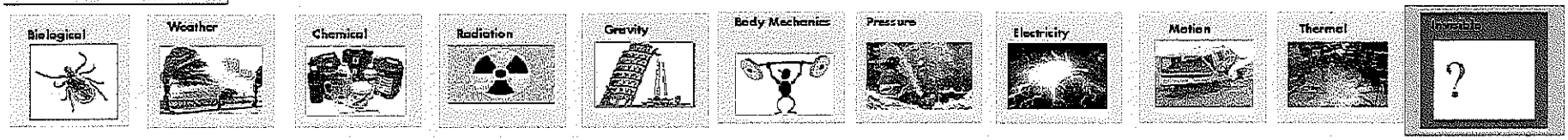
Section C: Signatories

| JHA Applicant | Discussed & Agreed by | Reviewed and Verified by |
|---|---|---|
| Name: EDRIEAN EDMON MANGKAIT | Name: | Name: |
| Sign: | Sign: | Sign: |
| Date/Time: | Date/Time: | Date/Time: |

**Section D:**
**Identify and discuss the Life Saving Rule**
(1) Tick the Life Saving Rule(s) relevant with the task
(2) Discuss the rules ?

| | | | |
|---|---|---|---|
| [1] Work with a valid work permit where required | [4] Obtain authorization before entering a confined space | [7] Do not walk under a suspended load | [10] While driving, do not use your phone & do not exceed speed limits |
| [2] Conduct gas tests where required | [5] Obtain authorization before overriding or disabling safety critical equipment | [8] Do not smoke outside designated areas | [11] Wear your seat belt |
| [3] Verify Isolation before work begins and use the specified life protected equipment | [6] Protect yourself against fall when working at height | [9] No alcohol or drugs while working or driving | [12] Follow a prescribed journey Management Plan |

**Hazard Prompt...10+1**




The Risk Assessment Matrix (RAM) shown below is used to determine and document the HSE risks for various activities/tasks and to identify the risk response requirements to reduce these risks to ALARP

| LEVEL | CONSEQUENCES DESCRIPTOR | | | |
|---|---|---|---|---|
| | PEOPLE | ASSET | ENVIRONMENT | REPUTATION |
| 0 | No injury or health effect | No damage | No effect | No impact |
| 1 | Not affecting work performance & daily life activities e.g. FAC; MTC; exposure to health hazards - noticeable discomfort, minor irritation or transient affects reversible after exposure stops. | cost less than 10,000 USD E.g. No disruption to operation. | Slight environmental damage - contained within the premises. E.g. small spill in process area or tank farm that readily evaporates. | Local publish awareness but no discernible concern; No media coverage. |
| 2 | Affecting work performance and Daily Life Activities up to 5 days. Or reversible health effects. E.g. RWC or LWC resulting in up to 5 calendar days away from work; illnesses such as skin irritation or food poisoning. | Cost between 10,000 and 100,000 USD. E.g. Brief disruption to operation | Minor environmental damage but no lasting effect. E.g. Small spill off-site that seeps into the ground; on-site groundwater contamination; complaints from up to 10 individuals; single exceedance of statutory or other prescribed limit. | Local public concern; Local media coverage. |
| 3 | Affecting work performance or Daily Life Activities in the longer term i.e. more than 5 days. Or irreversible health effects. E.g. Long term disabilities (previously called Permanent Partial Disabilities); illness such as sensitizations; noise induced hearing loss; chronic back injury; RSI or stress. | Cost between 100,000 and 1 million USD. E.g. Partial shutdown. | Limited environmental damage that will persist or require cleaning up. E.g. spill from a pipeline into soil /sand that requires removal & disposal of a large qty of soil/sand; observed off-site effects/damage E.g. fish kill or damaged vegetation; off-site groundwater contamination; complaints from community organizations (or > 10 complaints from individuals); frequent exceedance of statutory or other prescribed limit, with potential long term effect. | Significant effect in region or country; Regional public concern; Local stakeholders e.g. community, NGO, industry and government, are aware; Extensive attention in local media. Some regional or national media coverage. |
| 4 | Resulting from injury or occupational illness. E.g. illnesses such as corrosive burns, asbestosis, silicosis, cancer and serious work related depression; Car accident resulting in 1, 2 or 3 fatalities. | Cost between 1 and 10 million USD E.g. Up to two weeks shutdown. | Severe environmental damage that will require extensive measures to restore beneficial uses of the environment. E.g. oil spill at jetty during tanker (off) loading that ends up on local beaches, requiring clean-up operations; off-site ground water contamination over an extensive area; many complaints from community organizations or local authorities; extended exceedance of statutory to other prescribed limits, with potential long term effects. | Likely to escalate and affect Group reputation; National public concern; Impact on local & national stakeholders relations. National government and NGO involvement with potential for international NGO action; Extensive attention in national media. Some international coverage; Potential for regulatory action leading to restricted operations or impact on operating licenses |
| 5 | Resulting from injury or occupational illness. E.g. multiple asbestosis cases traced to a single exposure situation; Cancer to a large exposed population; major fire explosion resulting in more than 3 fatalities. | Cost in excess of 10 million USD. E.g. Substantial or total loss of operation. | Persistent severe environmental damage that will lead to loss of commercial, recreational use or loss of natural resources over wide area. E.g. crude oil spillage resulting in pollution of a large part of river estuary and extensive clean-up and remediation measures. | Severe impact on Group reputation; International public concern; High level of concern amongst governments and action by international NGOs; International media attention; Significant potential for effect on national / international standards with impact to access to new areas, grants of licenses and / or tax legislation. |

DIMENSION BID
WIRELINE INTERVENTION | PERFORATION SERVICES

# JOB HAZARD ANALYSIS

| | | | |
|---|---|---|---|
| LOCATION | DB open yard | DATE | |
| TASK | Mengangkat barang/tools/material menggunakan forklift | JHA REFERENCE NO. | |
| WORK SITE | | ASSESSMENT TEAM | |

| Job Step | Potential Hazard | L | S | R | Control Measures | L | S | R | Result |
|---|---|---|---|---|---|---|---|---|---|
| 1. Perancangan tugas | 1.1 Salah faham | 1 | 1 | 1 | 1.1.1 Berbincang dengan foreman dan orang yang bertanggungjawab kawasan kerja. | 1 | 1 | 1 | Diterima |
| | | | | | 1.1.2 Pastikan setiap pekerja tahu tugas masing-masing | 1 | 1 | 1 | Diterima |
| 2. Forklift memasuki tapak kerja | 2.1 Keadaan forklift | 1 | 1 | 1 | 2.1.1 Periksa keadaan forklift sebelum memulakan kerja. | 1 | 1 | 1 | Diterima |
| | | | | | 2.1.2 Perhatikan jika ada kebocoran pada hidraulik. | 1 | 1 | 1 | Diterima |
| | | | | | | 1 | 1 | 1 | Diterima |
| | 2.2 Operator forklift yang tidak kompeten. | 1 | 2 | 2 | 2.2.1 Periksa sijil latihan operator. | 1 | 1 | 1 | Diterima |
| | 2.3 Forklift melanggar peralatan disebabkan kawasan sempit. | 2 | 1 | 2 | 2.3.1 Pastikan Rigger / signalman mengawal kren masuk dan keluar. | 1 | 1 | 1 | Diterima |
| 3. Pemeriksaan kawasan kerja. | 3.1 Tempat Kerja Terhad | 2 | 1 | 2 | 3.1.1 Bincang cara kerja yang selamat untuk kerja ruangan terhad. | 1 | 1 | 1 | Diterima |
| | | | | | 3.1.2 Pemeriksaan pada tempat yang akan dimasuki. | 1 | 1 | 1 | Diterima |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | 3.2 Laluan Terhad | 2 | 2 | 4 | 3.2.1 Melindungi permukaan daripada sentuhan yang tidak sengaja. | 1 | 1 | 1 | Diterima |
| | | | | | 3.2.2 Menyediakan pemerhati. | | | | |
| | | | | | 3.2.3 Sediakan pelan penyelamat. | 1 | 1 | 1 | Diterima |
| | 3.2 Halangan | 2 | 1 | 2 | 3.2.1 Pastikan laluan keluar masuk tiada halangan. | 1 | 1 | 1 | Diterima |
| | | | | | 3.2.2 Alihkan objek yang menghalang aktiviti kerja. | 1 | 1 | 1 | Diterima |
| 4. Forklift mengangkat dan mengalihkan barang | 4.1 Forklift terbalik disebabkan tanah tidak rata.atau lebih bebanan | 1 | 3 | 3 | 4.1.1 Pastikan memeriksa kawasan sekeliling sebelum operasi Forklift dilakukan. | 1 | 1 | 1 | Diterima |
| | 4.2 Forklift melanggar peralatan ketika mengangkat barang | 1 | 2 | 2 | 4.2.1 Pastikan signalman mengawal forklift | 1 | 1 | 1 | Diterima |
| | 4.3 Barang terjatuh | 1 | 2 | 2 | 4.3.1 Gunakan peralatan pengangkat apabila mengangkat melalui peralatan yang sedang beroperasi. | 1 | 1 | 1 | Diterima |
| | | | | | 4.3.2 Mengikat peralatan kerja. Rigger dikehendaki memeriksa mata forklift dilaras bersesuaian dengan barang yang hendak diangkat. | 1 | 1 | 1 | Diterima |
| | | | | | 4.3.3 Blinking light dinyalakan sepanjang masa operasi atau Reverse alarm semasa mengundur .Pastikan tiada orang bekerja diatas fork. | 1 | 1 | 1 | Diterima |
| | | | | | 4.3.4 Pastikan barang diangkat menggunakan Web sling diikat dengan sempurna..Beban diangkat mengikut kapasiti forklift. | 1 | 1 | 1 | Diterima |
| | | | | | | 1 | 1 | 1 | Diterima |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | 4.4 Cuaca | 1 | 2 | 2 | 4.4.1 Lakukan kaw[illegible]an pada permukaan licin.<br>4.4.2 Angin kuat-pelindung mata.<br>4.4.3 Panas-kekurangan air,berehat<br>4.4.4 Kilat dan petir-pilihan peralatan,menunda pekerjaan. | 1<br>1<br>1<br>1<br>1 | 1<br>1<br>1<br>1<br>1 | 1<br>1<br>1<br>1<br>1 | |
| 5. Housekeeping | 5.1 Sisa pembersihan dan pelupusan Kayu, kotak, kertas, plastik | 1 | 1 | 1 | 5.1.1 Terapkan amalan-amalan pengurusan persekitaran.<br>5.1.2 Patuhi prosedur pengurusan sisa setempat.<br>5.1.3 Bersihkan peralatan dan mengurus bahan-bahan di kawasan yang disediakan.<br>5.1.4 Menoptimumkan tugasan untuk mengurangkan pengeluaran sisa | 1<br>1<br>1<br>1 | 1<br>1<br>1<br>1 | 1<br>1<br>1<br>1 | Diterima<br>Diterima<br>Diterima<br>Diterima |
| | 5.2 Kabel/wire sling/web sling berselerak dan tidak tersusun. | 1 | 1 | 1 | 5.2.1 Gulung dan simpan kabel/sling/websling setelah digunakan. | 1 | 1 | 1 | Diterima |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **Negligible** | First Aid Only for injury & illness | 1 | 2 | 3 | 4 | 5 | | 1-4 | Low |
| 2 | **Minor** | Medical Treatment, Outpatient for injury | 2 | 4 | 6 | 8 | 10 | | 5-12 | Medium |
| 3 | **Major** | Hospitalized, disabling injury but recoverable | 3 | 6 | 9 | 12 | 15 | | 15-25 | High |
| 4 | **Critical** | Permanent Disability / Irrecoverable illness | 4 | 8 | 12 | 16 | 20 | | | |
| 5 | **Catastrophe** | Single or more casualty | 5 | 10 | 15 | 20 | 25 | | | |
| | | | **1** | **2** | **3** | **4** | **5** | | | |
| | | | **Very Unlikely** | **Unlikely** | **Likely** | **Most Likely** | **Certain** | | | |

| Date : | | Date: | | Date: | | Date : | |
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| WORK ACTIVITY RESPONSIBILITY | JHA SUBMITTED BY | JHA ACCEPTED BY |
|---|---|---|
| **Work Leader** | **Receiving Authority (Supervisor)** | **Approving Authority (SHO)** |
| **Name:-** | **Name:-** | **Name:-** |
| **Signature:-** | **Signature:-** | **Signature:-** |
| **Date:-** | **Date:-** | **Date:-** |

# DIMENSION BID
## WELL INTERVENTION | PERFORATION SERVICES

## JOB HAZARD ANALYSIS

| | | | |
|---|---|---|---|
| LOCATION | DB Workshop | DATE | |
| TASK | Spooling wire | JHA REFERENCE NO. | |
| WORK SITE | SE Department | ASSESSMENT TEAM | |

| Job Step | Potential Hazard | L | S | R | Control Measures | L | S | R | Result |
|---|---|---|---|---|---|---|---|---|---|
| • Prepare pre job meeting | • To avoid clash of work at workshop area<br>• Other party not aware where are you are working | 2 | 1 | 2 | • Inform all team nearest workers on working area and description of works<br>• Inform the hazards involved at place of work | 2 | 1 | 2 | Acceptable |
| • Preparation of equipment | • Hand and finger injury during<br>  • Remove the wire drum from rack<br>  • Tie up with belt to lift drum<br>  • Failure of lifting equipment (sling / forklift hydraulic leak)<br>• Struck by load during transfer wire drum | 2 | 2 | 4 | • Do not place hand at wrong position.<br>• Use tag line/push pull stick to guide equipment instead of hand<br>• Physical inspection of lifting equipment<br>• Valid inspection records<br>• Wear safety shoes, gloves & safety glass<br>• Stay away from load | 2 | 1 | 2 | Acceptable |
| • Install the wire drum | • Hand crush by falling wire drum due to failure lifting equipment.<br>• Finger pinched by wire drum whilst repositioning process. | 2 | 2 | 4 | • Beware of hand position<br>• Knowledge for handling and installing the wire drum | 2 | 1 | 2 | Acceptable |
| • High pressure hose | • Hydraulic oil splash to worker due to hose burse | 2 | 2 | 4 | • Physical inspection of hose and joint | 2 | 1 | 2 | Acceptable |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | • Swing hose cause perso[illegible]l injury | | | | • do double cor[illegible]n for every joint<br>• barricade the area<br>• Use proper personnel protective equipment. | | | | |
| • Spool in and spool out | • Wire broken while spooling process and stabbed operator<br>• Entanglement | 2 | 1 | 2 | • Physical inspection of wire condition before spooling activity<br>• Use proper machine guarding<br>• Barricade the area and put warning sign for awareness. | 2 | 1 | 2 | Acceptable |

| S- SEVERITY | | | |
|---|---|---|---|
| Lost Time Injury | Major Damage | Major Pollution | High (3) |
| First Aid Injury | Minor Damage | Minor Pollution | Medium(2) |
| No injury | No Damage | No pollution | Low (1) |

| R- RATING | | | RESULT | |
|---|---|---|---|---|
| 3 | 6 | 9 | 6-9 | Unacceptable |
| 2 | 4 | 6 | 3-4 | Tolerate |
| 1 | 2 | 3 | 1-2 | Acceptable |
| Low (1) | Medium (2) | High (3) | | |
| Remote | Possible | Probable | | |
| L- LIKELIHOOD | | | | |

| Work Activity Participants | | | |
|---|---|---|---|
| Name | Position | Perform Job Before? | Signature |
| | | | |
| | | | |
| | | | |

| This JHA created by | | |
|---|---|---|
| Name | Discipline | Position |
| | | |
| | | |
| | | |

| WORK ACTIVITY RESPONSIBILITY | JHA SUBMITTED BY | JHA ACCEPTED BY |
|---|---|---|
| **Work Leader** | **Receiving Authority** | **Approving Authority** |
| **Name:-** | **Name:-** | **Name:-** HADhar |
| **Signature:-** | **Signature:-** | **Signature:-** |
| **Date:-** | **Date:-** | **Date:-** |
| **Time:-** | **Time:-** | **Time:-** |

DIMENSION BID
WIRELINE INTERVENTION | PERFORATION SERVICES

# JOB HAZARD ANALYSIS

| | | | |
|---|---|---|---|
| LOCATION | Open yard, KSB | DATE | |
| TASK | Pressure and function test reel skid unit | JHA REFERENCE NO. | |
| WORK SITE | | ASSESSMENT TEAM | |

| Job Step | Potential Hazard | L | S | R | Control Measures | L | S | R | Result |
|---|---|---|---|---|---|---|---|---|---|
| • Pre job meeting | • Other party not aware where are you are working | 2 | 1 | 2 | • Applicant ,authorizing ,approval signatories be familiar with the job<br>• Inform to all crew on location and description of works<br>• Inform the hazards involved at place of work | 2 | 1 | 2 | Acceptable |
| • Lifting wireline equipment | • Hand and foot crush during lifting the equipment due to sling break.<br>• Body caught between load<br>• Finger pinched while repositioning the equipment<br>• Equipment dropped due to lifting equipment failure. | 2 | 3 | 6 | • Physical inspection of lifting equipment.<br>• Valid inspection records<br>• Stay away from the weight<br>• Don't stand between load<br>• Assign experience signal man<br>• Beware of hand and foot position. | 2 | 1 | 2 | Acceptable |
| • Barricade work area | • Unauthorized personnel and moving vehicles (forklift) may enter work area and will hit personnel. | 2 | 3 | 6 | • Barricaded work area with barrier tape. So that other personnel and forklift driver are aware. | 2 | 1 | 2 | Acceptable |
| • Pressure test | • Oil spilled & fitting burst<br>• Tripping hazard<br>• Pressure trapped<br>• Slipped off | 2 | 2 | 4 | • Make sure safety pin properly installed & use lock pin<br>• Barricade the area & do house keeping<br>• Make sure "0" pressure prior to disconnect all joints<br>• Wear safety boot and keep house keeping. | 2 | 1 | 2 | Acceptable |
| • Housekeeping | • Improper placement of tools and equipment.<br>• Improper management of domestic waste (Paper,plastic, etc). | 1<br>1 | 1<br>2 | 1<br>2 | • Secure all equipment and return to original location.<br>• Ensure to dispose all domestic waste into rubbish bin. | 1 | 1 | 1 | Acceptable |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | • Improper management of schedule waste SW 305 spent lubricant oil. | 1 | 1 | 1 | • Ensure to dispose the schedule waste into the oil drum and put labelling. | | | | |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 1 | **Negligible** | First Aid Only for injury & illness | 1 | 2 | 3 | 4 | 5 | 1-4 | Low |
| 2 | **Minor** | Medical Treatment, Outpatient for injury | 2 | 4 | 6 | 8 | 10 | 5-12 | Medium |
| 3 | **Major** | Hospitalized, disabling injury but recoverable | 3 | 6 | 9 | 12 | 15 | 15-25 | High |
| 4 | **Critical** | Permanent Disability / Irrecoverable illness | 4 | 8 | 12 | 16 | 20 | | |
| 5 | **Catastrophe** | Single or more casualty | 5 | 10 | 15 | 20 | 25 | | |
| | | | **1** | **2** | **3** | **4** | **5** | | |
| | | | **Very Unlikely** | **Unlikely** | **Likely** | **Most Likely** | **Certain** | | |

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| WORK ACTIVITY RESPONSIBILITY | JHA SUBMITTED BY | JHA ACCEPTED BY |
|---|---|---|
| **Work Leader** | **Receiving Authority (Supervisor)** | **Approving Authority (SHO)** |
| **Name:-** | **Name:-** | **Name:-** |
| **Signature:-** | **Signature:-** | **Signature:-** |
| **Date:-** | **Date:-** | **Date:-** |

## Monthly SAFETY TALK SHARING (MORNING MEETING)

**Month of : July 2019 - Health, Safety, Security & Environment Topics**

| No | Name | Date | Safety Talk Topic |
|---|---|---|---|
| 1 | Lennon & Darrell | 2-Jul-19 | Health : Insomnia (Symptoms, Causes, and Treatment) |
| 2 | Harry & Felix | 3-Jul-19 | Safety at Public area |
| 3 | Alleyson & Idayu | 4-Jul-19 | Security at workplace |
| 4 | Harvbeen & Edriean | 5-Jul-19 | Environment - Air Pollution |
| 5 | Devid & Christopher | 8-Jul-19 | Healthy eating in the workplace |
| 6 | Rozaiman & Fernkey | 9-Jul-19 | Safety during working at height |
| 7 | Leon & Fifie | 10-Jul-19 | Security at home |
| 8 | Rahine & Zana | 11-Jul-19 | Environment - Acid rain |
| 9 | Lala & Ayen | 12-Jul-19 | Health : Effects of Fast Food on the Body |
| 10 | Asom & Exsan | 15-Jul-19 | Safety : Sports Safety Tips |
| 11 | Syaiful & Shamsulyni | 16-Jul-19 | Security : How to Prevent Having Your Car Broken Into |
| 12 | Alif & Jofri | 17-Jul-19 | Environment : Oceans |
| 13 | Henieken & Mat Rock | 18-Jul-19 | Health : High blood pressure |
| 14 | Lennon & Darrell | 19-Jul-19 | Safety : Handphone exploded while charging cases |
| 15 | Harry & Felix | 22-Jul-19 | Security : Scammer |
| 16 | Harvbeen & Edriean | 23-Jul-19 | Environment : Water pollution |
| 17 | Devid & Christopher | 24-Jul-19 | Health : Stomach Ulcer Causes, Symptoms, and Diagnosis |
| 18 | Rozaiman & Fernkey | 25-Jul-19 | Safety : How to Stay Safe While Driving at Night |
| 19 | Leon & Fifie | 26-Jul-19 | Security : Protecting your data on social networking |
| 20 | Rahine & Zana | 29-Jul-19 | Environment : Hot Weather Safety Tips |
| 21 | Lala & Ayen | 31-Jul-19 | Health : Cardiac arrest - symptoms, causes and recovery |

FADZLIN IBRAHIM
HSE Officer
Dimension Bid (M) Sdn Bhd
(East Malaysia Operation)

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

→ First we need to apply a Hot work Permit follows by JHA (Job Hazard Analysis). Put a Signboard to prevent unauthorized person enter and always look around to ensure we control or eliminates hot work hazards and the worker risk.

**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