



# 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           | MANSYUR BIN WAHYUDDIN |
| DATE OF JOIN   | 4 oct 2021            |
| CONTACT NO.    | 012 8491856           |
| RECEIVED DATE  | 12 OCT 2021           |
| DATE COMPLETED |                       |



## TABLE OF CONTENT

| <b>Topic</b>   | <b>Page</b> |
|--|-------------|
| <b>Introduction</b>  | 2           |
| <b>Public Course Records &amp; In-house Training Records</b> | 3-5         |
| <b>Module 1: Basic of Wireline - Equipment and Operation</b> |             |
| Assessment Summary   | 7           |
| Wireline Operations Basic Safety                             | 8-14        |
| Basic Surface Equipment                                      | 15-40       |
| Basic Downhole Tools   | 41-46       |
| Basic Rig up Wireline Surface Equipment                      | 47-50       |

## **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.



**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 |
|---------------|-------|-------------|
|               |       |             |
|               |       |             |
|               |       |             |
|               |       |             |
|               |       |             |
|               |       |             |



4. H.U.E.T

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

5. Permit to Work

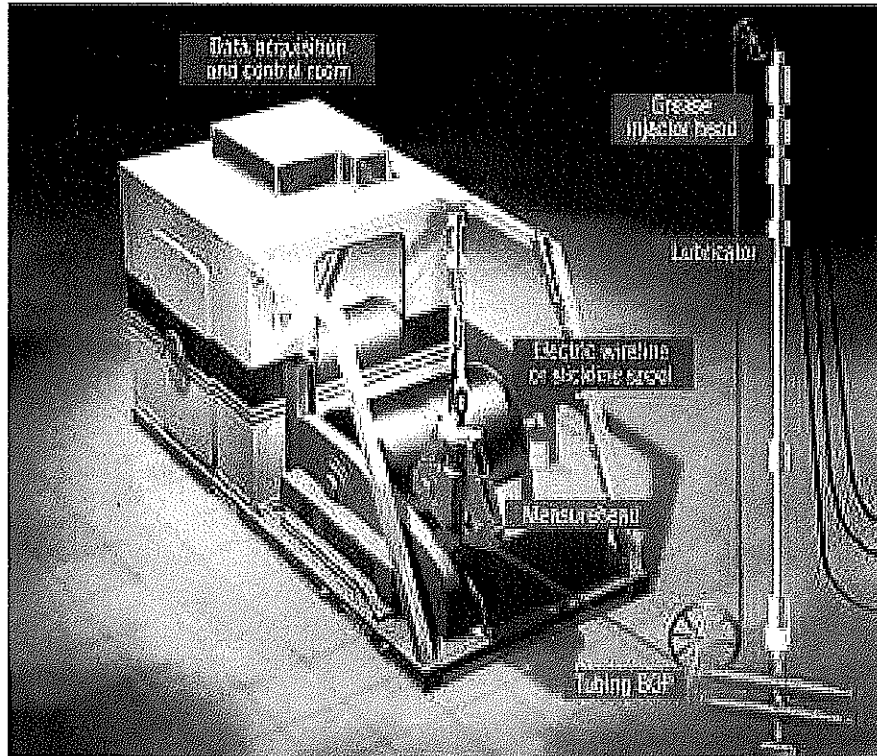
| Date Training | Venue | Expiry Date |
|---------------|-------|-------------|
|               |       |             |
|               |       |             |
|               |       |             |
|               |       |             |
|               |       |             |

6. IWCF

| Date Training | Venue                | Expiry Date |
|---------------|----------------------|-------------|
| 05/12/2020    | ONLINE WEB (LEVEL 1) |             |
|               |                      |             |
|               |                      |             |
|               |                      |             |
|               |                      |             |



## Module 1: Basic of Wireline - Equipment and Operation



  
**GAZALI MEHRY**  
Operation Manager  
Dimension Bid (M) Sdn Bhd  
(East Malaysia Operation)



**Module 1: Basic of Wireline - Equipment and Operation**

| DESCRIPTION |   | THEORY & ASSIGNMENT |                        |                        |
|-------------|---|---------------------|------------------------|------------------------|
|             |   | DATE                | ASSESSED & APPROVED BY | VERIFIED & APPROVED BY |
| <b>A</b>    | <b>Basic Safety</b>                                 | 21/12/21            | [Signature]            |                        |
| 1           | PPE   | 21/12/21            | [Signature]            |                        |
| 2           | Responsibilities                                    | 21/12/21            | [Signature]            |                        |
| 3           | Policies  | 21/12/21            | [Signature]            |                        |
| 4           | Hazard ID & Incident Report                         | 21/12/21            | [Signature]            |                        |
| 5           | Operational Safety                                  | 21/12/21            | [Signature]            |                        |
| <b>B</b>    | <b>Surface Equipment Familiarization</b>            | 21/12/21            | [Signature]            |                        |
| 1           | Stuffing box  | 21/12/21            | [Signature]            |                        |
| 2           | Lubricator  | 21/12/21            | [Signature]            |                        |
| 3           | Blow Out Preventer (BOP)                            | 21/12/21            | [Signature]            |                        |
| 4           | X-Mass Tree   | 21/12/21            | [Signature]            |                        |
| 5           | Wireline Reel Skid Unit (Single Drum & Double Drum) | 21/12/21            | [Signature]            |                        |
| 6           | Odometer  | 21/12/21            | [Signature]            |                        |
| 7           | Weight Indicator (200 lbs and 4000 lbs)             | 21/12/21            | [Signature]            |                        |
| 8           | Spooling Device                                     | 21/12/21            | [Signature]            |                        |
| 9           | Control Panel                                       | 21/12/21            | [Signature]            |                        |
| 10          | Huskel pump   | 21/12/21            | [Signature]            |                        |
| 11          | Power Pack (Electrical & Diesel)                    | 21/12/21            | [Signature]            |                        |
| 12          | Air Compressor                                      | 21/12/21            | [Signature]            |                        |
| 13          | Drum  | 21/12/21            | [Signature]            |                        |
| <b>C</b>    | <b>Downhole Equipment Familiarization</b>           | 21/12/21            | [Signature]            |                        |
| 1           | Basic Toolstring                                    | 21/12/21            | [Signature]            |                        |
| 2           | Pulling / Running Tools                             | 21/12/21            | [Signature]            |                        |
| 3           | Wireline Wire                                       | 21/12/21            | [Signature]            |                        |
| 4           | Inspection / Maintenance of Tools                   | 21/12/21            | [Signature]            |                        |
| <b>D</b>    | <b>Rig-up Wireline Surface Equipment</b>            | 21/12/21            | [Signature]            |                        |
| 1           | Wireline Mast                                       | 21/12/21            | [Signature]            |                        |
| 2           | Lubricator Assembly                                 | 21/12/21            | [Signature]            |                        |
| 3           | Operating the BOP                                   | 21/12/21            | [Signature]            |                        |
| 4           | Make Rope socket and Toolstring Configuration       | 21/12/21            | [Signature]            |                        |
| 5           | Toolstring Configuration                            | 21/12/21            | [Signature]            |                        |
| 6           | Operate the Control Panel and Huskel Pump           | 21/12/21            | [Signature]            |                        |
| 7           | Service of basic wireline tools                     | 21/12/21            | [Signature]            |                        |

**Comment:**



**A. Wireline Operation Basic Safety Protection**

**1. Personal Protective Equipment**

1.1 What is definition of Person Protective Equipment

Equipment that worn to minimize exposure to hazard that cause serious workplace injuries and illness.

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

- Coverall
- Impact gloves
- Safety helmet
- Safety glass
- Safety shoes
- ear plugs

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

- on-site offshore and onshore
- workshop warehouse
- Red zone area

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

- Coverall
- safety glove
- Safety shoes
- Safety glass
- Safety helmet

1.5 PPE should you wear while working in mercury and H<sub>2</sub>S are

- Coverall
- H<sub>2</sub>S detectors
- Respiratory protective Equipment (Full Face)
- Fully PPE

*[Handwritten Signature]*



21 DEC 2021



**2. Responsibility**

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

- Fully responsible of Health, safety and Environmental to of themselves.
- Fully cooperate with HSE company HSE policy and
- cooperate with on site HSE officer on safety matters.
- Apply AET card / UCA card

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

- Ensure the PPE are used all the times.
- use proper techniques while doing the maintenance.
- All working area are safe while doing maintenance.
- proper tools management.

2.3 When should we do housekeeping?

- Before start working
- While start working
- After working

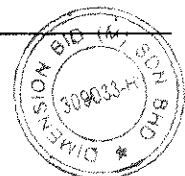
2.4 Why housekeeping is important?

- reduce hazards at work place
- Improve productivity
- promotes positive behaviors of employee
- Efficient equipment clean up

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

- stop Apply the stop work policy,
- discuss and give suggestion of proper safe act
- Inform team leader / supervisor

*Signature*



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**3. Policies**

3.1 List down all DB policies in regards to HSE

- HSSE policy
- Drug & alcohol policy
- Harassment in the workplace policy
- driving policy
- PPE policy
- smoking & vaping policy
- stop work policy

3.2 What is HSE Policies

- HSE policy is written system by employer to control safety risks to maintain a safe working environment to employees and public.
- Committed to providing a safe and healthy workplace and ensuring that all business activities are conducted in a manner that protects environment.

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

STOP WORK policy is designed to all employees and any public that responsible to stop any unsafe condition or unsafe act that can cause any or has injury or accident and protect environment.

*[Handwritten Signature]*



21 DEC 2021



#### 4 Hazard ID and Incident Reporting

4.1 How can we report hazard or unsafe act?

- report to supervisor or the safety department or management.
- use one of safety program which is Hazard Hunt.

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

- stop work
- take control at the scene and try restore order
- Assure first aid call for supervisor or team lead call
- control secondary potential accidents &
- report the incident to the safety management,

4.3 What is the incident reporting process?

- absorb and ~~Identify~~ identify the accident direct inform supervisor
- write up the cause and ~~report~~ and accident happen
- Reporting the accident to the HSE department
- Follow up the report.

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

- Identifying risks, and minimize the accident.
- opening up for discussion and then eliminating
- to assure all employees comply and understand the work safety and procedure.

4.5 Please explain what is Near Miss

Near misses describe <sup>high potential</sup> incidents where no property was damaged and no personal injury sustained but where, given a slight shift in time or position, damage or injury easily could have occurred.

4.6 In case of emergency,

a) Firstly what should you do?

- stop work and move to emergency exit and assembly at master station. wait for instruction

b) Where is DB assembly point (Base)?

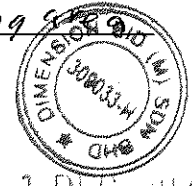
- outside main gate.



4.7 Where can you find the emergency contact Number?

HSE Board, walkway area, Information board, smoking meeting Room strategic area.

*Signature*



21 DEC 2021

**5. Operational Safety**

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

- Attend morning meeting with safety talk
- Use proper PPE and fully PPE
- Follow supervisor or team leader instruction.

5.2 What is the purpose of Safety Morning Meeting

- ~~give refres~~ to give all employees informed about workplace risks and safety. keep people alert and aware of potential hazards in workplace

5.3 What is the purpose of briefing and Debriefing

- briefing = presenting information or objective direct to other person in order to facilitate task or achieve an aim.
- Debriefing = gathering information from one to other in order to learn or targeted objective that can be use in sometime.

5.4 What is Permit To Work (PTW)

- written record that authorizes specific work at a specific work location for a specific time period
- permit to controlling and co-coordinating work to establish and maintain safe working condition.

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

- Procedure that help integrate accepted safety and health principles and practices into particular task or job operation. each basic step of the job is to identify potential hazards and to recommend the safest way to do job.

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

- Use proper and fully PPE
- supervised by team leader
- barricade the area.



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

- wear proper and fully PPE
- fill the oil right way use Funnel oil
- avoid any drop or any sparking
- monitored the level of the fuel tank.

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

- authorizing person to carry out the task.
- as the guideline for doing the task
- aware with all hazard included in the task for working safely.

5.9 When do we apply the work permit

- Before starting the job.

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

- Barricade the test area before start.
- Briefing from the team leader.
- ~~all~~ supervised by team leader
- Fully PPE and proper.

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

- ~~to~~ by make sure use Fully PPE and proper
- guide by competent person or team leader
- ~~at~~ - always communicate with team lead.

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

- to ensure all member are aware of the task doing, what hazard and how to prevent.
- it will be guide line for team for working safely till the job done.

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

- stop work
- observe the unsafe condition
- intervene
- report to team lead and HROfficer



**JOB HAZARD ANALYSIS**

|           |                             |                   |                                 |
|-----------|-----------------------------|-------------------|---------------------------------|
| LOCATION  | DB Labuan Warehouse         | DATE              | 8.3.2022                        |
| TASK      | Coating/painting lubricator | JHA REFERENCE NO. |                                 |
| WORK SITE | DB Workshop                 | ASSESSMENT TEAM   | Saiful, Shamsul, Fifie, mansyur |

| Job Step  | Potential Hazard   | L | S | R | Control Measures   | L | S | R | Result     |
|---|--|---|---|---|--|---|---|---|------------|
| <ul style="list-style-type: none"> <li>● Toolbox Meeting</li> </ul>   | <ul style="list-style-type: none"> <li>● Leak of attention</li> <li>● Conflict during discussion</li> <li>● Don't understand the work</li> <li>● Infected with Covid19 virus</li> </ul>  |   |   |   | <ul style="list-style-type: none"> <li>● Pay attention while meeting</li> <li>● Respect each other</li> <li>● Ask question when during meeting.</li> <li>● Use Face mask and keep distance 1 meter.</li> </ul>   |   |   |   | Acceptance |
| <ul style="list-style-type: none"> <li>● preparation</li> </ul>       | <ul style="list-style-type: none"> <li>● back injury when do manual lifting.</li> <li>● Hand and fingers injury when preparing lub</li> <li>● Fall and trips while do manual lifting</li> <li>● Drop object when using forklift</li> </ul> |   |   |   | <ul style="list-style-type: none"> <li>● Use Safety helmet</li> <li>● Use back support</li> <li>● Use safety glass</li> <li>● Use safety boots</li> <li>● Use correct manual lifting technique</li> <li>● Buddy system</li> <li>● Authorized Person only use forklift</li> </ul> |   |   |   | Acceptance |
| <ul style="list-style-type: none"> <li>● Paint application</li> </ul> | <ul style="list-style-type: none"> <li>● Back injury and shoulders</li> <li>● Skin damage</li> <li>● Eye injury cause of splashing paint</li> <li>● Inhale fumes</li> <li>● Trips and fall cause of spilled paint</li> </ul>               |   |   |   | <ul style="list-style-type: none"> <li>● Use safety glass</li> <li>● Use rubber glove</li> <li>● Use correct technique</li> <li>● Use correct mask</li> <li>● Proper arrangement of the paint can</li> <li>● Beware of surrounding while painting</li> </ul>                     |   |   |   | Acceptance |

|   |  |  |  |  |
|---|--|--|--|--|
| <ul style="list-style-type: none"> <li>● housekeeping</li> <li>● trips and fall</li> <li>● fingers injury</li> <li>● environment pollution</li> </ul> | <ul style="list-style-type: none"> <li>● use safety glass</li> <li>● secure equipment and to the original place.</li> <li>● Clean and wash the working area</li> <li>● Disposed the chemical waste properly</li> </ul> |  |  |  |
|---|--|--|--|--|

| 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    | Unacceptable |
| 2             | 4          | 3-4    | Tolerate     |
| 1             | 2          | 1-2    | Acceptable   |
| Low (1)       | Medium (2) | 3      | High (3)     |
| Remote        | Possible   |        | Probable     |
| L- LIKELIHOOD |            |        |              |

| Work Activity Participants |          |                     |           |
|----------------------------|----------|---------------------|-----------|
| Name                       | Position | Perform Job Before? | Signature |
| Syaiful                    | TL       | Yes                 |           |
| Shamsul                    | TL       | Yes                 |           |
| Fifie                      | TL       | Yes                 |           |
| Mansyur                    | TSA      | yes                 |           |

| This JHA created by |            |              |
|---------------------|------------|--------------|
| Name                | Discipline | Position     |
| FADZLIN             | HSSE       | HSSE OFFICER |
|                     |            |              |
|                     |            |              |

| WORK ACTIVITY RESPONSIBILITY |                            | JHA SUBMITTED BY                 |                         | JHA ACCEPTED BY           |  |
|------------------------------|----------------------------|----------------------------------|-------------------------|---------------------------|--|
| Work leader                  |                            | Receiving Authority (Supervisor) |                         | Approving Authority (SHO) |  |
| Name:-                       | LEONARD RAEYONG            | Name:-                           | FADZLIN MOHAMAD IBRAHIM |                           |  |
| Signature:-                  | Maintenance Manager        | Signature:-                      |                         |                           |  |
| Date:-                       | Dimension Bldg (M) San Bhd | Date:-                           |                         |                           |  |
|                              | Labuan Warehouse           |                                  |                         |                           |  |
|                              | Silckline Services         |                                  |                         |                           |  |

24 MAR 2022

24/3/2022



**JOB HAZARD ANALYSIS**

|           |                     |                   |                                 |
|-----------|---------------------|-------------------|---------------------------------|
| LOCATION  | DB Labuan Warehouse | DATE              | 3.3.2022                        |
| TASK      | Chipping            | JHA REFERENCE NO. |                                 |
| WORK SITE | DB Workshop         | ASSESSMENT TEAM   | Saiful, Shamsul, Fifie, mansyur |

| Job Step  | Potential Hazard  | L | S | R | Control Measures  | L | S | R | Result     |
|---|---|---|---|---|---|---|---|---|------------|
| <ul style="list-style-type: none"> <li>● Toolbox Meeting</li> </ul> | <ul style="list-style-type: none"> <li>● Leak of attention</li> <li>● Conflict during discussion</li> <li>● Don't understand the work</li> <li>● Infected with Covid19 virus</li> </ul>   |   |   |   | <ul style="list-style-type: none"> <li>● Pay attention while meeting</li> <li>● Respect each other</li> <li>● Ask question when during meeting.</li> <li>● Use Face mask and keep distance 1 meter.</li> </ul>  |   |   |   | Acceptance |
| <ul style="list-style-type: none"> <li>● Chipping Job</li> </ul>    | <ul style="list-style-type: none"> <li>● Hand injury</li> <li>● Eyes injury</li> <li>● Back injury and body ache</li> <li>● Ear damage due to noise while chipping</li> <li>● Flying object</li> <li>● Fall down while chipping above area</li> <li>● Inhale iron dust</li> </ul> |   |   |   | <ul style="list-style-type: none"> <li>● Using impact glove</li> <li>● Use safety glass</li> <li>● Use ear plug</li> <li>● Use safety helmet</li> <li>● Proper manual lifting technique</li> <li>● Proper posture while do chipping</li> <li>● Barricade area</li> <li>● Use ladder</li> <li>● Use dust mask</li> </ul> |   |   |   | Acceptance |
| <ul style="list-style-type: none"> <li>● Housekeeping</li> </ul>    | <ul style="list-style-type: none"> <li>● Hand/finger injury.</li> <li>● Inhale iron dust</li> <li>● Back injury</li> </ul>  |   |   |   | <ul style="list-style-type: none"> <li>● Use hand glove</li> <li>● Use dust mask</li> <li>● Proper manual lifting technique</li> </ul>  |   |   |   | Acceptance |

| 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 Unacceptable |
| 2             | 4          | 3-4 Tolerate     |
| 1             | 2          | 1-2 Acceptable   |
| Low (1)       | Medium (2) | High (3)         |
| Remote        | Possible   | Probable         |
| L- LIKELIHOOD |            |                  |

| Work Activity Participants |          |                     |           |
|----------------------------|----------|---------------------|-----------|
| Name                       | Position | Perform Job Before? | Signature |
| Syaiful                    | TL       | Yes                 |           |
| Shamsul                    | TL       | Yes                 |           |
| Fife                       | TL       | Yes                 |           |
| Mansyur                    | TSA      | yes                 |           |

| This JHA created by |            |              |
|---------------------|------------|--------------|
| Name                | Discipline | Position     |
| FADZLIN             | HSSE       | HSSE OFFICER |
|                     |            |              |
|                     |            |              |

| WORK ACTIVITY RESPONSIBILITY | JHA SUBMITTED BY  | JHA ACCEPTED BY               |
|------------------------------|---|-------------------------------|
| Work leader                  | Receiving Authority (Supervisor)                                    | Approving Authority (SHO)     |
| Name:-                       | LEONARD RAEYONG   | Name:- FADZLIN MOHAMAD BRAHIM |
| Signature:-                  | Maintenance Manager   | Signature:-                   |
| Date:-                       | Dimension Bid (M) Sdn Bhd<br>Labuan Warehouse<br>Slickline Services | Date:- 24/3/2022              |

24 MAR 2022



**JOB HAZARD ANALYSIS**

|           |   |                   |
|-----------|---|-------------------|
| LOCATION  | DB Labuan Warehouse                         | DATE              |
| TASK      | Perform lifting of DHT TOOLS using forklift | JHA REFERENCE NO. |
| WORK SITE | DB Workshop                                 | ASSESSMENT TEAM   |
|           |   | MANSYUR           |

| Job Step  | Potential Hazard   | L | S | R | Control Measures   | L | S | R | Result     |
|---|--|---|---|---|--|---|---|---|------------|
| <ul style="list-style-type: none"> <li>● Toolbox Meeting</li> </ul> | <ul style="list-style-type: none"> <li>● Leak of attention</li> <li>● Conflict during discussion</li> <li>● Don't understand the work</li> <li>● Infected with Covid19 virus</li> </ul>  |   |   |   | <ul style="list-style-type: none"> <li>● Pay attention while meeting</li> <li>● Respect each other</li> <li>● Ask question when during meeting.</li> <li>● Use Face mask and keep distance 1 meter.</li> </ul>   |   |   |   | Acceptance |
| <ul style="list-style-type: none"> <li>● preparation</li> </ul>     | <ul style="list-style-type: none"> <li>● back injury when do manual lifting.</li> <li>● Hand and fingers injury when preparing tools</li> <li>● Fall and trips while do manual lifting</li> <li>● Non Authorized person</li> <li>● unfunctional forklift</li> <li>● Drop object</li> </ul> |   |   |   | <ul style="list-style-type: none"> <li>● Use Safety helmet</li> <li>● Use back support</li> <li>● Use safety glass</li> <li>● Use safety boots</li> <li>● Use correct manual lifting technique</li> <li>● Buddy system</li> <li>● Authorized person use forklift only</li> <li>● Check the forklift condition</li> <li>● Use valid and good condition sling</li> </ul> |   |   |   | Acceptance |
| <ul style="list-style-type: none"> <li>● Lifting job</li> </ul>     | <ul style="list-style-type: none"> <li>● Back injury and shoulders</li> <li>● Drop object while lifting</li> <li>● Hand injury</li> <li>● Property damage</li> <li>● Forklift accident</li> <li>● Work conflict</li> <li>● Broken sling</li> </ul>   |   |   |   | <ul style="list-style-type: none"> <li>● Use safety glass</li> <li>● Authorized person</li> <li>● Use correct technique</li> <li>● Proper arrangement of the tools</li> <li>● Aware to other about the job</li> <li>● Beware of surrounding while lifting</li> <li>● Completed person</li> </ul>   |   |   |   | Acceptance |

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| <ul style="list-style-type: none"> <li>● housekeeping</li> <li>● trips and fall</li> <li>● fingers injury</li> </ul> |  |  |  | <ul style="list-style-type: none"> <li>● use safety glass</li> <li>● secure equipment and to the original place.</li> <li>● Place the forklift on the safe and proper place</li> </ul> |  |  |
|--|--|--|--|--|--|--|

| 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    | Unacceptable |
| 2             | 4          | 3-4    | Tolerate     |
| 1             | 2          | 1-2    | Acceptable   |
| Low (1)       | Medium (2) | 3      | High (3)     |
| Remote        | Possible   |        | Probable     |
| L- LIKELIHOOD |            |        |              |

| Work Activity Participants |          |                     |                    |
|----------------------------|----------|---------------------|--------------------|
| Name                       | Position | Perform Job Before? | Signature          |
| ahsom                      | TL       | Yes                 | <i>[Signature]</i> |
| mansyur                    | Tsa      | Yes                 | <i>[Signature]</i> |
|                            |          |                     |                    |
|                            |          |                     |                    |

| This JHA created by |            |          |
|---------------------|------------|----------|
| Name                | Discipline | Position |
| mansyur             | sickline   | tsa      |
|                     |            |          |
|                     |            |          |

| WORK ACTIVITY RESPONSIBILITY   | JHA SUBMITTED BY   | JHA ACCEPTED BY   |
|--|--|---|
| <b>Work leader</b><br>Name: <b>AZREEM@ASOM BIN ABDULLAH</b><br>Signature: <i>[Signature]</i><br>Date: <b>24/3/2022</b> | <b>Receiving Authority (Supervisor)</b><br>Name: <b>Maintenance Manager</b><br>Signature: <i>[Signature]</i><br>Date: <b>24/3/2022</b> | <b>Approving Authority (SHO)</b><br>Name: <b>FADZLIN MOHAMAD IBRAHIM</b><br>Signature: <i>[Signature]</i><br>Date: <b>24/3/2022</b> |

24 MAR 2022

Auditors Daily ACT Commitment YTD - (Jan 2022)

| #  | Timestamp          | Name                 | Department/<br>Company | Position | Finding Location<br>(if required) | Observation<br>(Note: Please tick whichever is appropriate) | Category          | Description of Observation  | Discussion and Agreed Action                            | Follow Up: Required? Yes/<br>No? (Yes, please write the<br>suggestion below) | Follow up target date?<br>(if required) |
|----|--------------------|----------------------|------------------------|----------|-----------------------------------|---|-------------------|---|---|--|---|
| 3  | 1/10/2022 15:46    | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Unsafe Condition  | Corrective Action | slippery floor with hydraulic oil                                   | clean with degreaser                                    | no   | no                                      |
| 6  | 1/11/2022 16:42    | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Unsafe ACT  | Corrective Action | improper using adjustable hand tools as hammer                      | use the hammer  | no   | no                                      |
| 7  | 1/12/2022 20:15    | mansur wahyuddin     | SLS                    | tsa      | Workshop                          | Unsafe Condition  | Corrective Action | put handtools over hand that can cause drop objects                 | put at the right place and safe                         | no   | no                                      |
| 8  | 1/13/2022 17:09:40 | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Unsafe ACT  | Corrective Action | stand in front of forklift while lifting activities                 | Ask to move aside                                       | no   | no                                      |
| 9  | 1/14/2022 16:47:08 | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Unsafe ACT  | Corrective Action | do not use glove while handling wireline mast cable                 | use glove while doing job                               | no   | no                                      |
| 10 | 1/17/2022 17:20:52 | mansur bin wahyuddin | SLS                    | tsa      | smoking area                      | Issue/Concern   | Corrective Action | Do not throw cigarette butt on the bin                              | throw it correctly                                      | no   | no                                      |
| 11 | 1/17/2022 17:21:49 | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Unsafe ACT  | Corrective Action | Put hand near the rotary equipment                                  | Remove the hand   | no   | no                                      |
| 12 | 1/18/2022 16:57:41 | mansur bin wahyuddin | SLS                    | taa      | Workshop                          | Unsafe Condition  | Corrective Action | Slip floor  | clean the floor   | no   | no                                      |
| 13 | 1/19/2022 16:32:39 | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Unsafe ACT  | Corrective Action | While lifting put hand on/hold the equipment under lift             | remove hand/ do not hold equipment by hand, use tagline | no   | no                                      |
| 16 | 1/20/2022 16:54:06 | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Unsafe Condition  | Corrective Action | poor housekeeping after doing job                                   | do housekeeping   | no   | no                                      |
| 17 | 1/20/2022 16:55:34 | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Positive Observation  | Positive          | apply buddy system and good communication while doing heavy lifting | keep good practices                                     | no   | no                                      |
| 18 | 1/24/2022 16:49:06 | mansur bin wahyuddin | SLS                    | tsa      | Workshop                          | Positive Observation  | Positive          | Good housekeeping   | good cleaning procedure on oil floor on the floor       | no   | no                                      |

| Timestamp          | Name                 | Department/Company | Position | Finding Location (if required) | Observation (Note: Please tick whichever appropriate) | Category          | Description of Observation                                | Discussion and Agreed Action   | Follow Up Required? Yes/No? If Yes, please write the suggestion below | Follow up target date? (if required) |
|--------------------|----------------------|--------------------|----------|--------------------------------|---|-------------------|---|--|---|--------------------------------------|
| 2/7/2022 16:57     | Mansur bin wahyuddin | SLS                | TSA      | Workshop                       | Unsafe Condition                                      | Corrective Action | do not use safety helmet                                  | Use safety helmet  | no  | no                                   |
| 2/7/2022 16:59     | Mansur bin wahyuddin | SLS                | TSA      | Workshop                       | Unsafe ACT  | Corrective Action | moving heavy equipment alone                              | use buddy system while moving heavy equipment or using lifting equipment | no  | no                                   |
| 2/8/2022 16:37     | Mansur bin wahyuddin | SLS                | TSA      | Workshop                       | Unsafe Condition                                      | Corrective Action | Slippery floor with oil and cotton rag on floor           | clean and do housekeeping  | no  | no                                   |
| 2/9/2022 17:24     | Mansur bin wahyuddin | SLS                | tsa      | Workshop                       | Unsafe Condition                                      | Corrective Action | Improper storage of extension socket                      | do proper housekeeping and storage                                       | no  | no                                   |
| 2/9/2022 17:28     | Mansur bin wahyuddin | SLS                | TSA      | smoking area                   | issue/Concern   | Corrective Action | Cigarettes butt on the floor.                             | proper disposal on bins  | yes   | 10/2/2022                            |
| 2/10/2022 16:36    | Mansur bin wahyuddin | SLS                | TSA      | Workshop                       | Unsafe ACT  | Corrective Action | DO NOT USE CHEMICAL GLOVE WHILE HANDLING CHEMICAL LIQUID. | Use rubber glove   | no  | no                                   |
| 2/10/2022 16:44    | Mansur bin wahyuddin | SLS                | TSA      | Workshop                       | Unsafe Condition                                      | Corrective Action | improper hose on the floor can cause trap and fall        | Do proper arrangement for the hose                                       | no  | no                                   |
| 2/14/2022 17:08:53 | Mansur bin wahyuddin | SLS                | Tsa      | Workshop                       | Near Miss   | Corrective Action | Burnt extension socket cause of overload power use        | need to be replace by using the new heavy duty extension wire and socket | yes   | 15/2/2022                            |
| 2/14/2022 17:11:43 | Mansur bin wahyuddin | SLS                | Tsa      | Workshop                       | Unsafe ACT  | Corrective Action | improper use of hand tools                                | use hand tools properly  | no  | no                                   |
| 2/18/2022 15:46:34 | Mansur bin wahyuddin | SLS                | tsa      | Workshop                       | Unsafe Condition                                      | Corrective Action | forklift blade not set properly while parking             | set up properly  | no  | no                                   |
| 2/24/2022 14:01:27 | Mansur bin wahyuddin | SLS                | tsa      | Workshop                       | Unsafe Condition                                      | Corrective Action | unproper sling placement while do lifting                 | Replace the sling properly   | no  | no                                   |
| 2/25/2022 16:49:42 | Mansur bin wahyuddin | SLS                | tsa      | Workshop                       | Unsafe Condition                                      | Corrective Action | unpln shackle use while using for lifting operation       | Use safety pin for the shackle.  | no  | no                                   |
| 2/25/2022 16:54:52 | Mansur bin wahyuddin | SLS                | TSA      | Office Main Building           | Unsafe ACT  | Corrective Action | stand on unstable thing                                   | change stand placement   | no  | no                                   |
| 2/28/2022 15:56:48 | Mansur bin wahyuddin | SLS                | Tsa      | Workshop                       | Unsafe ACT  | Corrective Action | put hand on pinch point                                   | remove hand  | no  | no                                   |
| 2/28/2022 15:58:28 | Mansur bin wahyuddin | SLS                | Tsa      | Workshop                       | Unsafe ACT  | Corrective Action | stand on line of fire while lifting operation             | Change position out line of fire   | no  | no                                   |

| #  | Timestamp          | Name                  | Department /Company | Position | Finding Location (If required) | Observation (Note: Please tick whichever appropriate) | Category          | Description of Observation                      | Discussion and Agreed Action | Follow Up Required? Yes / No? If Yes, please write the suggestion below | Follow up target date? (if required) |
|----|--------------------|-----------------------|---------------------|----------|--------------------------------|---|-------------------|---|------------------------------|---|--------------------------------------|
| 3  | 3/8/2022 9:00      | Mansyur bin Wahyuddin | SLS                 | Tsa      | Workshop                       | Unsafe Condition                                      | Corrective Action | leaking workshop roof near Pee area             | need to be repair            | yes   | 9/3/2022                             |
| 7  | 3/10/2022 16:38    | mansyur wahyyuddin    | SLS                 | tsa      | Workshop                       | Unsafe Condition                                      | Corrective Action | blocked walkway                                 | do housekeeping              | no  | no                                   |
| 9  | 3/10/2022 16:40    | Mansyur bin wahyuddin | SLS                 | Tsa      | Workshop                       | Unsafe ACT  | Corrective Action | put hand on line of fire while do hammering job | remove hand.                 | no  | no                                   |
| 34 | 3/18/2022 16:49:54 | Mansyur bin wahyuddin | SLS                 | tsa      | Workshop                       | Unsafe ACT  | Corrective Action | Wrong tools use while hammering                 | use hammer                   | no  | no                                   |
| 42 | 3/22/2022 10:58:23 | mansyur bin wahyuddin | SLS                 | tsa      | Workshop                       | Safety Suggestion                                     | Corrective Action | there are mosquitoes in the workshop            | need to do fogging asap      | yes   | 24/3/2022                            |

# **WORKPLACE STRESS**

PRESENTED BY  
**MANSYUR  
EXSAN**



## CAUSES OF STRESS

- Overload works
- Over working hours
- 24/7 technology
- Workplace environments
- Work/Life obligations
- Health related concerns
- Harassments



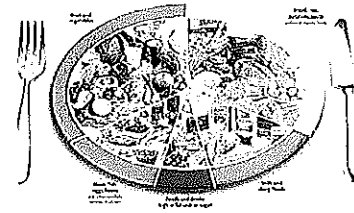
## STRESS LEAD TO

- Job burnout
- Anxiety
- Depression
- Insomnia
- Hypertension
- Frequent illness
- Exhaustion
- Unhealthy behaviours



## HOW REDUCE STRESS

- Balance responsibility & authority necessary for tasks
- Set reasonable limits & timelines
- Recognize a job well done
- Eat a balanced and nutritious diet starting with breakfast
- Get a good night's sleep
- Seek professional help
- Keep moving – Exercise 30 minutes a day
- Express your feelings – you're not alone



Malaysian Mental Health Association

MMHA

NATIONAL SAFETY MONTH 2018

**Safe For Life**

**Little Decisions. Big Impact.**

Simple, everyday choices, to a healthier you

**EAT RIGHT**

Choose fish or lean cuts of meat like skin and chicken breast

Buy whole grain products

Drink lots of water

Choose fruits and vegetables with color

**GET SLEEP**

Cut down on caffeine

Avoid drinking too many liquids in the evening

Get to bed at the same time every night

Get seven hours of sleep

**STAY ACTIVE**

Try to get 30 minutes of activity every day

Use stairs instead of the elevator

Walk or bike to work

Take a walk after dinner

**30 MINUTES OF EXERCISE A DAY, FIVE DAYS A WEEK**  
 Help improve your mood, energy and prevent weight gain

For more information on fire and e-safety topics, please log on to the membership website at [www.mmha.org](http://www.mmha.org)



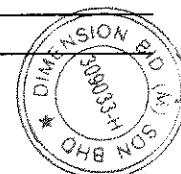
**“JIKA MASALAH TIADA JALAN KELUAR  
 MAKA KITA YANG KELUAR JALAN-  
 JALAN”**



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

- Apply the Hot permit work
- dis toolbox briefing
- barricade working area
- debriefing

*[Handwritten signature]*



21 DEC 2021

**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

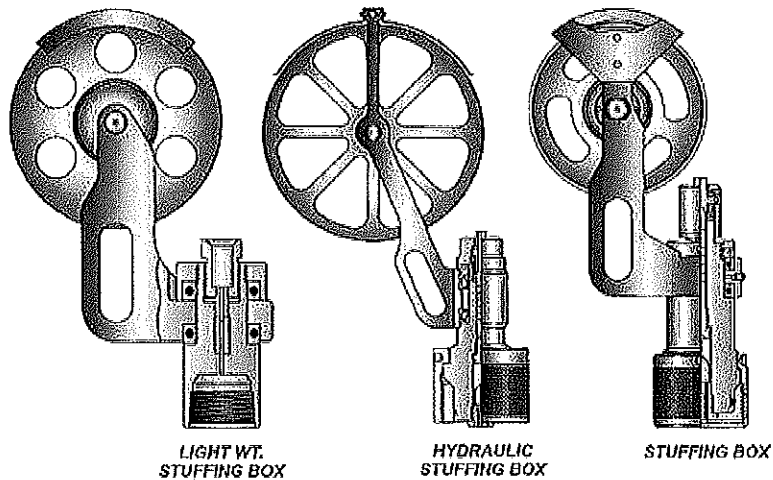
b) Hazard Hunt

c) Safety Talk



**B. SURFACE EQUIPMENT**

1. Stuffing Box



What is Stuffing Box

- is the primary pressure barrier of slicklike.  
One of PEE Equipment. positioned at the uppermost point of the PEE string.

What is the purpose of stuffing Box

to Allow the wireline to enter well under pressure and provide seal should be wireline break and be blow out of packing.

How to operate Stuffing Box

- can be operate by manual or by liquid control.  
- packing work as break that hold the wire

What is maintenance required for Stuffing Box

- change the packing, upper and lower gland and BOP plunger.  
- check for the condition of the other part.  
Such as sheave, body, piston

What is safety precaution required for Stuffing Box wire use at

- check the right and correct size of stuffing box.  
- check the packing function or not

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Operation Manager  
Dimension Bid (M) Sdn Bhd  
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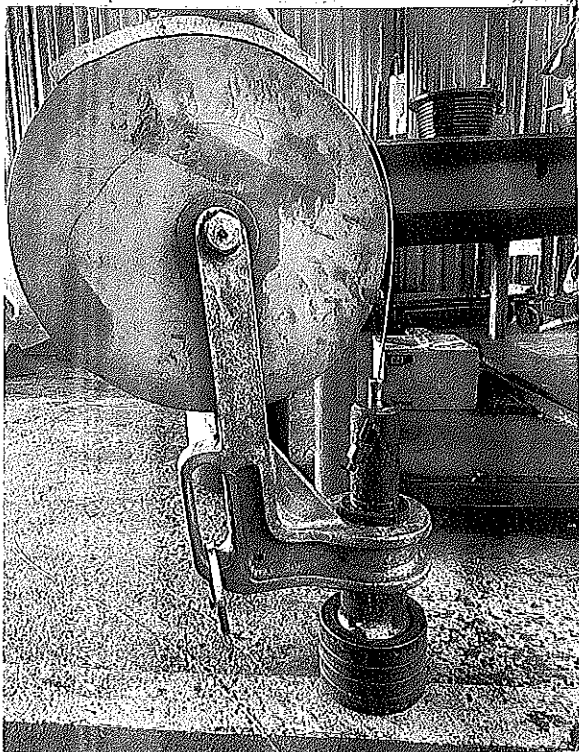
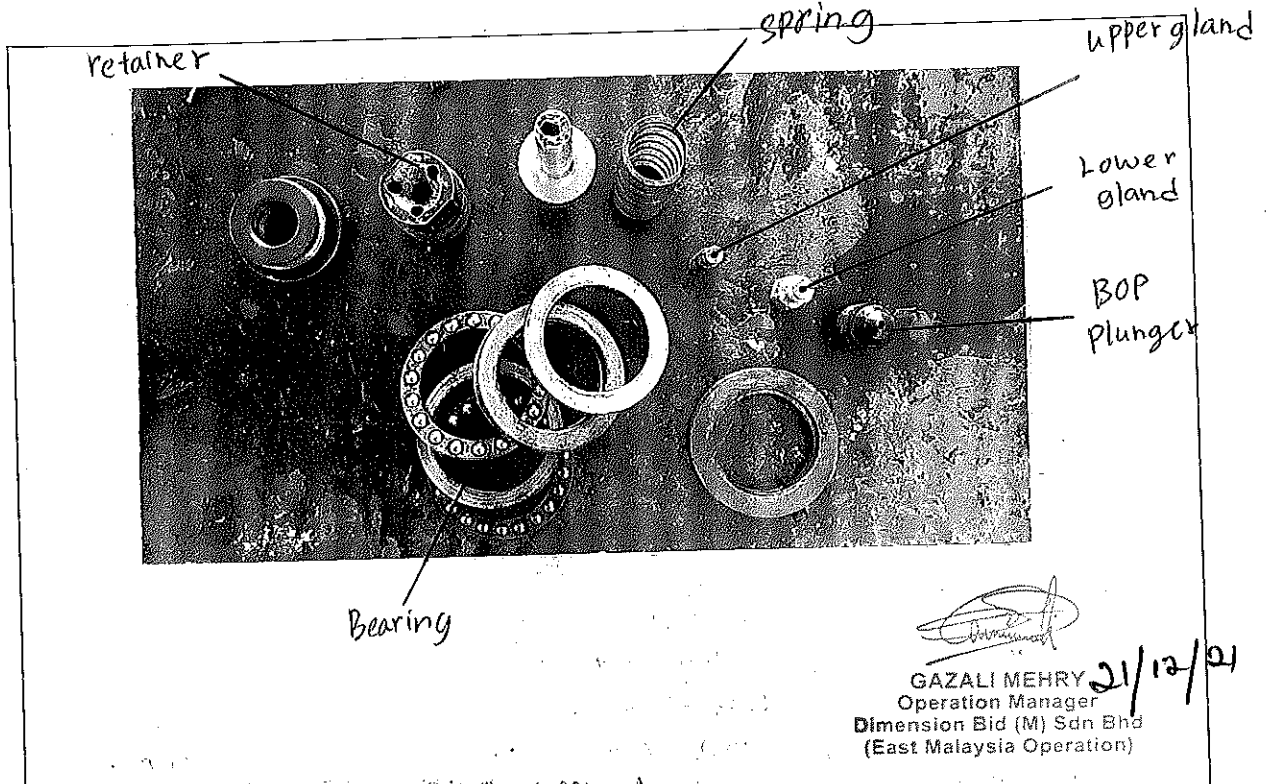
21/12/21



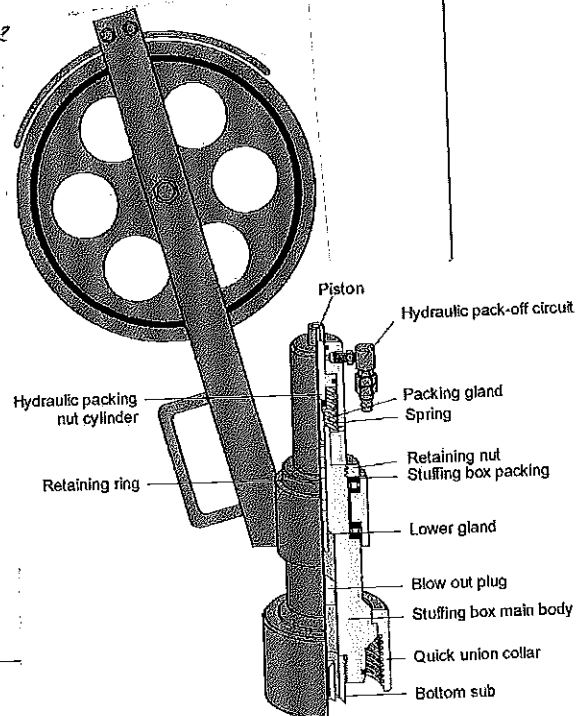
What is potential hazard during handling Stuffing Box

- pinch point
- wire breaks
- back pain due to heavy of stuffing box

Draw & name each part of stuffing box



stuffing box  
 Elmar 16" sheave  
 0.108", 0.125"  
 wire use  
 4400 swl  
 lbs  
 20" sheave  
 0.140"  
 5000 lbs  
 18"  
 125" wir  
 140" wire





2. Lubricator

What is Lubricator

- lubricator or riser are a series of inter-connected lengths of pipe.
- positioned between stuffing box and BOP
- there are no ported and non-ported
- have 2 feet, 4 feet and 8 feet length.

What is the purpose of Lubricator

provide a space for str tool string to be contained in under pressure when open and close well.

How to operate Lubricator

- use chain block
- crane
- wireline mark

What is maintenance required for Lubricator

- body inspection and body pressure hold test
- inspection of magnetic particle inspection.
- painting ~~protect~~ protection.
- o-ring and connection in good condition.

What is safety precaution required for Lubricator

- fit to work by hold pressure
- have a mpi certificate
- lower section have bleed off
- o-ring in good condition.

What is potential hazard during handling Lubricator

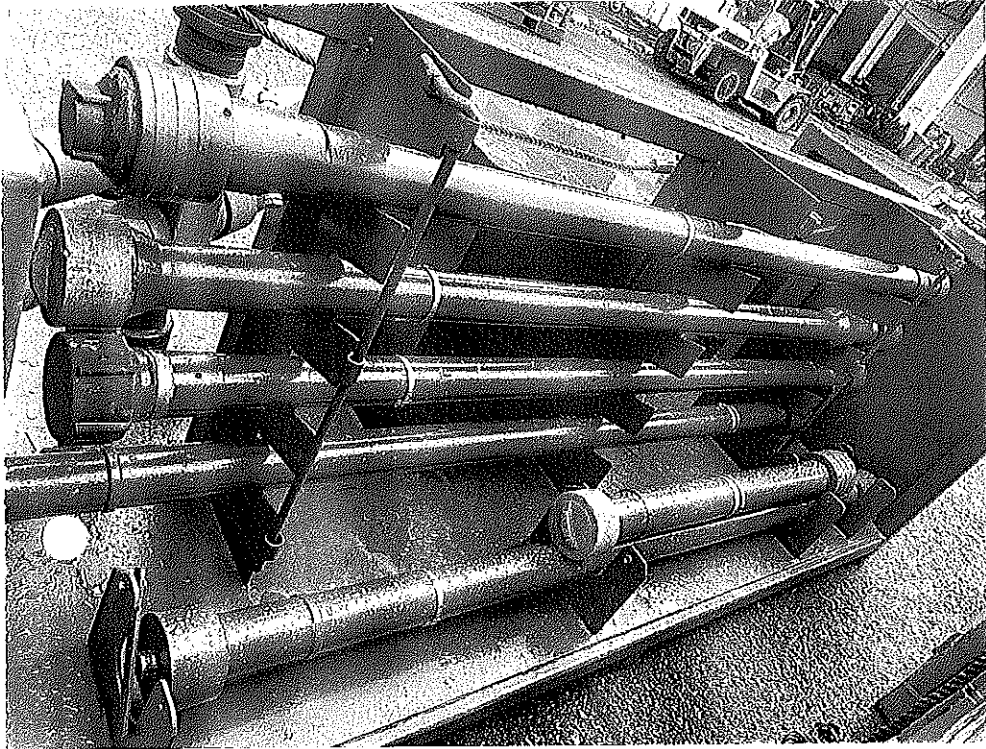
- pinch point
- back pain
- dropping of object
- bleeding

2/12/21

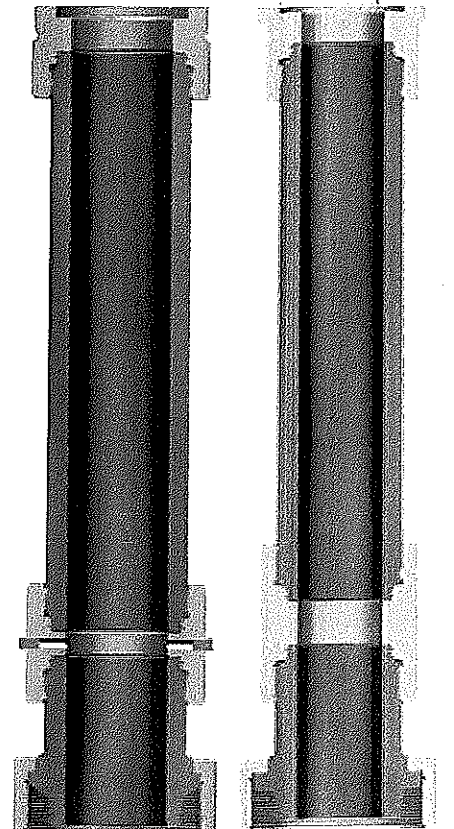
  
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**Draw & name each part of Lubricator**



- Size Available  
2ft, 3ft, 4ft and 8ft
- working pressure  
(3000, 5000, 10000, 15000 psi)
- Lower section usually bigger compared the upper
- Lower most most use ported section
- 1st fitting - monitor pressure lubricator
- 2nd fitting - bleed off pressure end of operatio



**Ported**

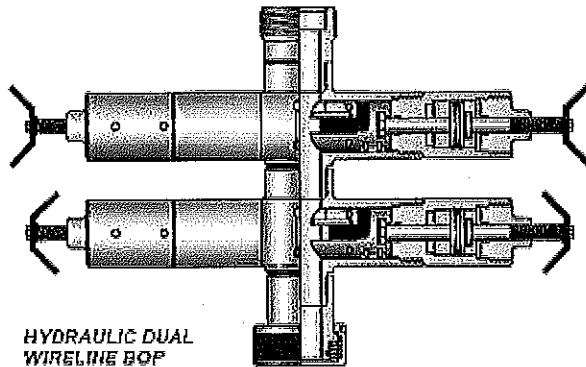
**Non-ported**

21/12/21

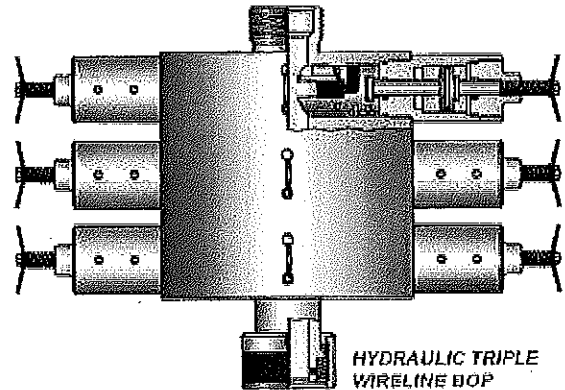
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Operation Manager  
Dimension Bid (M) Sdn Bhd  
(East Malaysia Operation)



3. Blowout Preventer (BOP)



HYDRAULIC DUAL WIRELINE BOP



HYDRAULIC TRIPLE WIRELINE BOP

What is BOP

- know secondary barrier of slickline.
- mechanical or hydraulic force applied to close or open ram
- posi: install between the tree connection & lower lub feeder

What is the purpose of BOP

- to isolated the well pressure
- to ~~control~~ allow slickline work under well pressure.
- secondary barrier of slickline

How to operate BOP

- manually or by hydraulically
- RSC and mast unit

What is maintenance required for BOP

- \* <sup>other part as in Bop condition</sup> Corrective maintenance - change o-ring, check ~~lower~~ ram condition
- Preventive maintenance - greasing, painting, wash

What is safety precaution required for BOP

- Use fully ppe.
- Ensure the ram is function open and close

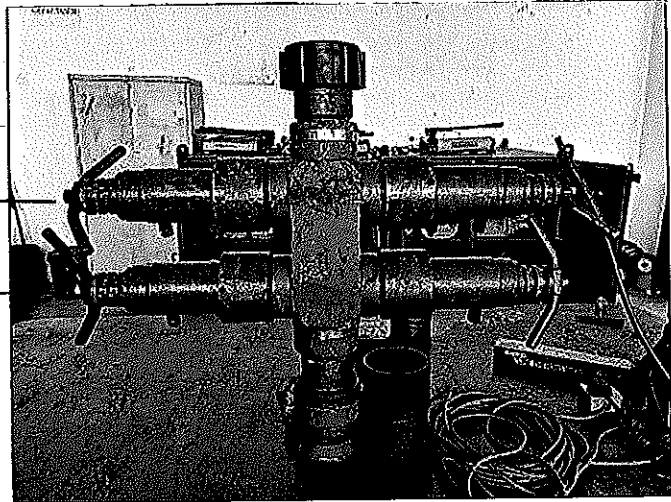


What is potential hazard during handling BOP

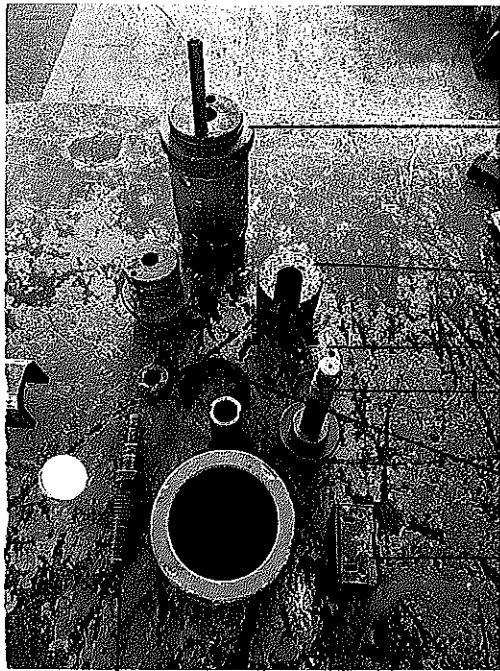
- back pain
- pinch point
- drop object

Draw & name each part of BOP

- \* Dual ram BOP
- know as secondary barrier upper arms for slickline.
- Hold pressure <sup>below</sup> only
- use hydraulically to operate <sup>lower arms</sup> Open and closing also can be manually in positid pressure.
- To Equalizing pressure well and lubricators.

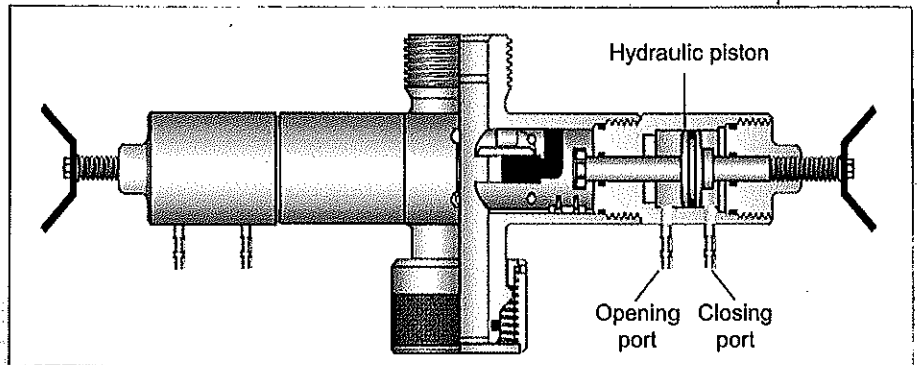


- working pressure 5000psi / test pressure 10000psi



Drive shaft

O-collar



*(Signature)*

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Operation Manager  
Dimension Bid (M) Sdn Bhd  
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21/12/21



4. X-Mas Tree

What is x-mas tree

- \* X-mas tree equipment that controls the flow produced by a well.
- \* ~~best~~ vertical assembly of valves with gauges and chokes that allow for adjustments in flow control as well.

What is the purpose of x-mas tree

- \* control the flow produced by a well

How to operate x-mas tree

- \* manually operated and hydraulically

What is maintenance required for x-mas tree

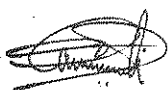
- \* physical inspection
- \* pressure test
- \* function test
- \* corrective maintenance
- \* protective maintenance.

What is safety precaution required for x-mas tree

- \* do not over tighten the valves while open & close
- \* never

What is potential hazard during handling x-mas tree

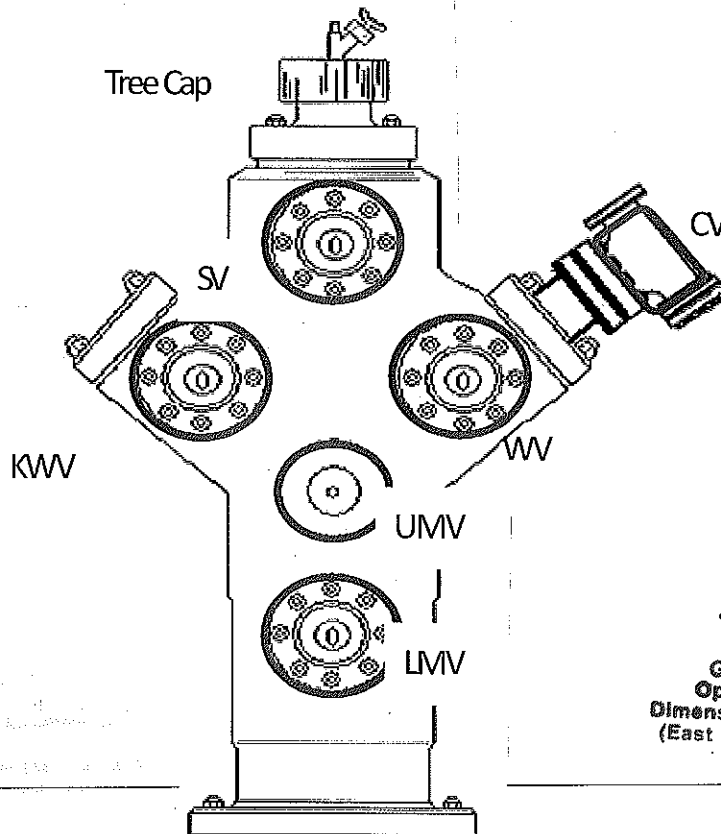
- \* blow out
- \* pinch point
- \* never use master valve to shut the well, use swap / kill wing valve.

  
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 Operation Manager  
 Dimension Bid (M) Sdn Bhd  
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**Draw & name each part of x-mas tree**

- 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 (KVV)
  - Permits entry of kill fluids into tubing or equalize
- 6 Swab Valve (SV)
  - Permits entry of well interventions.



  
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Operation Manager  
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5. Wireline Reel Skid Unit (RSU) / Winch – Single Drum and Double Drum

What is RSU

- \* Equipment that build with drum to put wire.
- \* have safety device, weight indicator & depth counter
- \* zone 2 certified equipment

What is the purpose of RSU

- + spool in and out the wire which is to lower down and retrieve down hole tools.

How to operate RSU

- by powerpack and a winch (hydraulic system)
- \* connected via hose of hydraulic between powerpack and RSU

What is maintenance required for RSU

- \* check of the condition of the brake function
- \* function of gauge calibrated with the running drum
- \* Drum condition & emergency brake supply
- \* check device chain

What is safety precaution required for RSU

- \* when running the RSU, make sure it running properly and be careful of breaking wire.

What is potential hazard during handling RSU

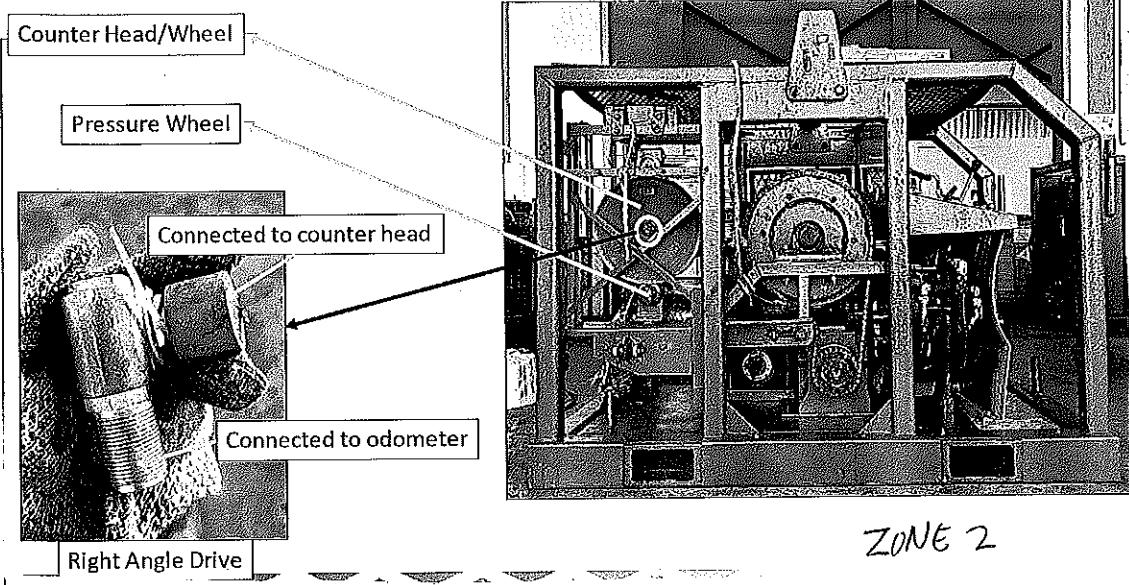
- \* pinch point
- \* wire break

*[Faint handwritten notes]*

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Operation Manager  
Dimension Bid (M) Sdn Bhd  
(East Malaysia Operation) 21/12/21



**Draw & name each part of RSU**

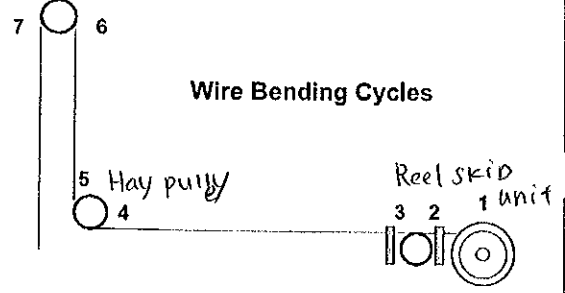


- \* to lower and rise tool strings.
- \* use hydraulic hose to ~~with~~ <sup>operate</sup> supply power by power pack.
- x working pressure 2000 psi to 2500 psi

**ZONE 2**

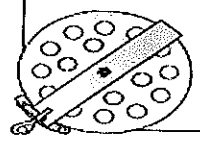
- drum can be 2 or single
- do 2 drum which have 2 difference wire size.
- 300 lbs to 400 lbs wire tension

**Wire Bending Cycles**



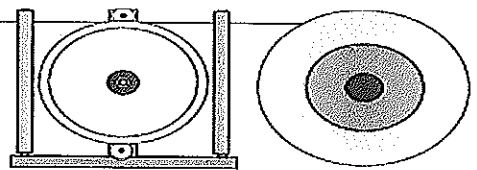
**Min. diameter of counter when for wire:**

- 0.108" : 13"
- 0.125" : 15"



Wire can be wrapped around\* a counter wheel provided it is at least as large as the minimum diameters stated above.

\* For extensive jarring operations it is recommended that line is not wrapped round counter.



*[Signature]*  
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Operation Manager  
Dimension Bid (M) Sdn Bhd  
(East Malaysia Operation)

21/12/21



6. Odometer

What is Odometer

\* measure the depth as counter device.

What is the purpose of Odometer

\* use to measuring the depth of the wire in well bore during operation

How to operate Odometer

\* connect the hose to right angle drive and put the odometer for RSU for monitoring.

What is maintenance required for Odometer

\* check the counter wheel is free to rotate  
 \* check the direction of the rotation  
 \* check the odometer is fully engaged after zeroing  
 \* Odometer is freely to rotating due the rotation of well system.

What is safety precaution required for Odometer

\* Full ppe

What is potential hazard during handling Odometer

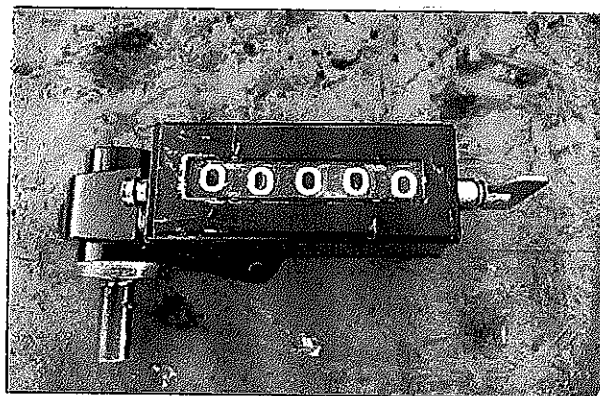
\* sharp edges

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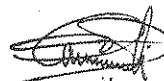
**Draw & name each part of Odometer**

- ∞ WORK as depth indicate of slickline
- ∞ set odometer manually to zero and start reading from tubing hanger.
- ∞ Rotation of drum
  - ~~FOR~~ Reel is rotated forward - wire into well & depth increase
  - Reel is rotated backward - wire out of well & depth decrease.



Set knob  
∞ use to reset the measurement

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7. Weight indicator (2000lbs and 4000 lbs)

What is Weight Indicator

device to measured the total weight hung in

What is the purpose of Weight Indicator

- \* to determine the total weight of tools hung in tubing string.
- \* to estimate the right point that contact with two different fluids.

How to operate Weight Indicator

- \* connect to the load cell using rubber hose filled with hydraulic oil.
- \* connect to the hoist pulley and xmas tree forming 90° each side

What is maintenance required for Weight Indicator

- \* check the condition of the gauge and hose.
- \* make sure the hose wire in good condition

What is safety precaution required for Weight Indicator

- \* handle with careful
- \* do not watch out for the gauge from breaking
- \* spot kinked condition of the ~~wire~~ hose connection of the hose to the xmas tree :
- \* use right weight indicator with right wire tension

What is potential hazard during handling Weight Indicator

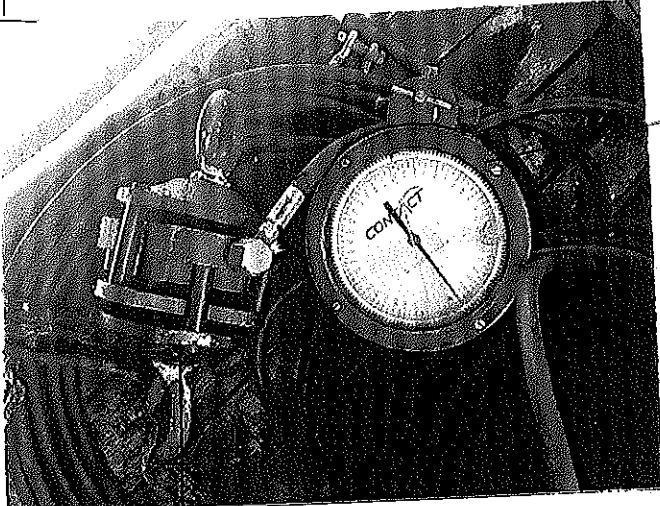
- \* drop object
- \* back pain
- \*

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**Draw & name each part of Weight Indicator**

\* 2000 lbs for 0.108 \* 4000 lbs for 0.125 - 0.140

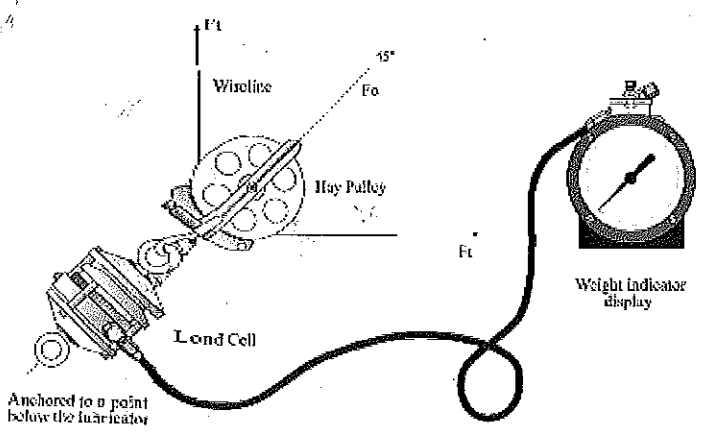
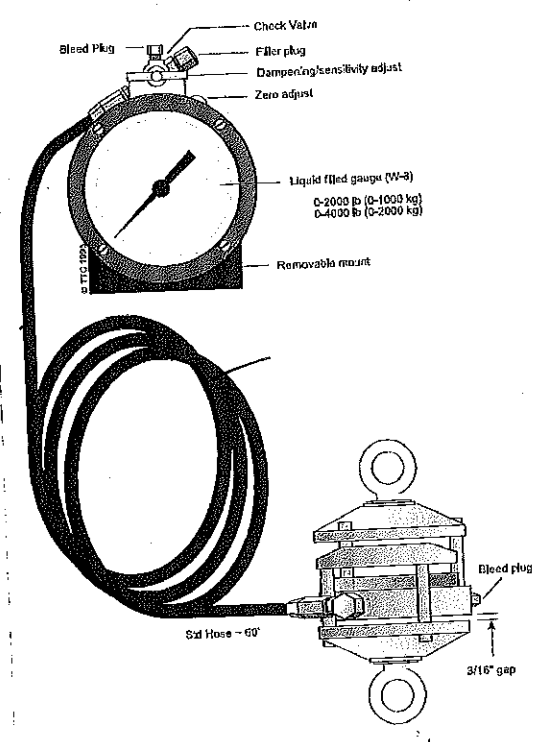


Gauge

- \* Determine the total weight of tools hung in.
- \* hydraulic hose 60 ft connect Load Cell and Gauge
- \* y-pump used to refill the WIS fluid to service the weight indicator.

Load Cell

- \* load cell connected to hay pulley and xmas tree forming a pully 90° each side.
- \* 6" gauge attached to the slickline unit



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## 8. Spooling Device

What is Spooling Device

\* an device to spool in and out wire.

What is the purpose of Spooling Device

\* to operate the spooling process by hold the reel

\* control the tension of the wire while spool in and out

How to operate Spooling Device

\* As same as the operation process. connect spooling device with power pack. Assemble it

\* make sure there not overlapping

\* Brake lever is tool control the line tension

What is maintenance required for Spooling Device

\* wheel condition

\* hydraulic system

\* connection of the hose

\* drum port in good condition

What is safety precaution required for Spooling Device

\* Safety Goggles in good condition.

\* Drum in safe and good condition

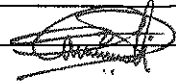
\* brake are function

What is potential hazard during handling Spooling Device

\* pinch point

\* wire ported

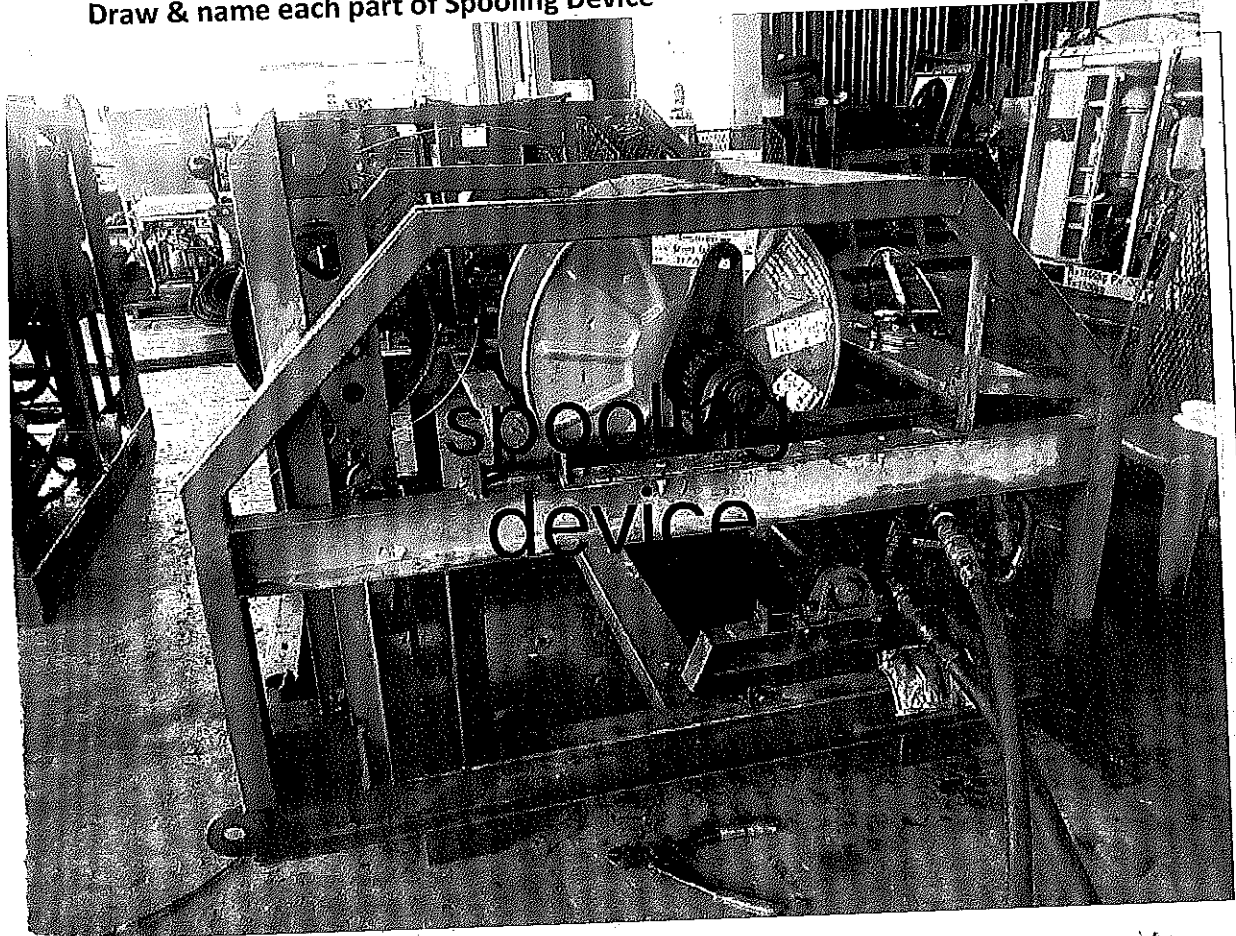
\* breathing wire

  
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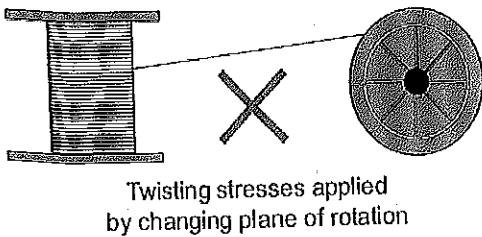
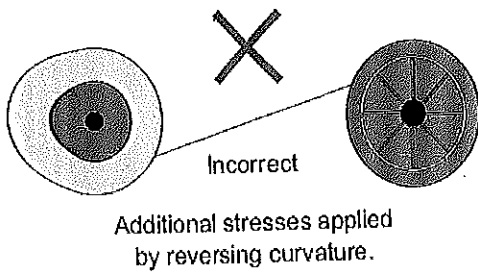
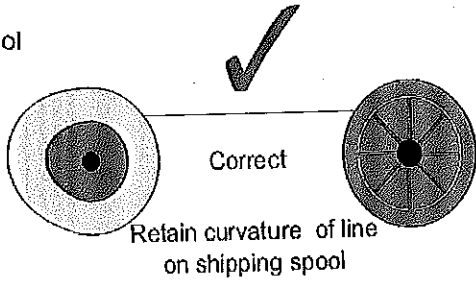


**Draw & name each part of Spooling Device**



New Wire Spool

Slickline Unit Reel



\* spooling wire on site  
300 lbs

\* spooling wire on workshop  
50 lbs

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9. Control Panel

What is Control Panel

\* devices to control the BOP, safety valves and other PPE equipment

type of control panel

control panel (CP), SWCP (single well control panel)

well control panel (WCP)

What is the purpose of Control Panel

\* control the pressure needed in operation process.

- supply and control pressure for PPE & equipment master valve, safety valve.

How to operate Control Panel

\* connect the control panel to the eq equipment

\* air supply connect with the control panel.

\* control the air regulator by supply needed pressure to equipment.

What is maintenance required for Control Panel

\* Fluid level and condition of hydraulic oil

\* FLOW line in good condition, and no leaked

\* gauge is needed to calibrated and i:

✓

What is safety precaution required for Control Panel

\* proper connecting the hose with right position

\* Beware of over pressure

\* Insure there are no trapped pressure when disconnecting the hose from equipment

\* use safety whip check

What is potential hazard during handling Control Panel

\* ~~face~~ face pain

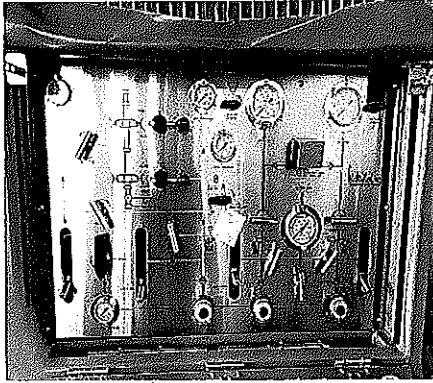
\* loose connection

\* Blowout pressure

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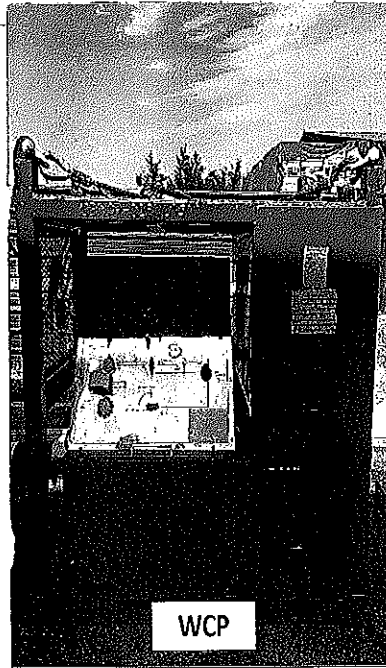
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Draw & name each part of Control Panel



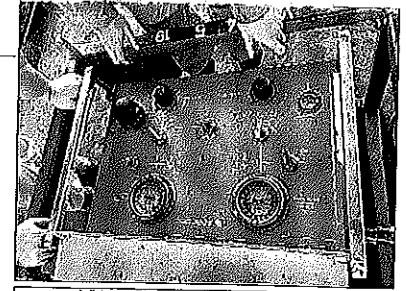
CP

\* TO operate  
WOP ram open/close  
position



WCP

\* TO operate BOP  
MV and SCSSV



SWCP

\* To operate master  
Valve (MV) &  
Sub surface Controlled  
safety valve (SCSSV)

\* working pressure  
MV - 2800 psi  
Hold test pressure  
5000psi

SCSSV

- working pressure  
3800 psi

- Hold test pressure  
5000psi

\* air supply needed  
110 - 120 psi

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10. Huskel <sup>pump</sup> Drum

What is Huskel <sup>pump</sup> Drum

\* an device that control the volume needed to pump.

What is the purpose of Huskel <sup>pump</sup> Drum

\* to drive the hydraulic or water in control panel allow the hydraulic piston to reciprocate without passing fluid into drive

How to operate Huskel <sup>pump</sup> Drum

\* allow the hydraulic piston to reciprocate without passing fluid into drive section.  
\* Control from knob or regulator at the panel

What is maintenance required for Huskel <sup>pump</sup> Drum

\* check the function of pump  
\* service the huskel pump  
\* check the piston  
\* condition of the valve

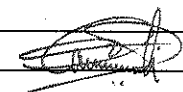
What is safety precaution required for Huskel <sup>pump</sup> Drum

\* condition of the valve  
\* be sure the working is in good condition

What is potential hazard during handling Huskel <sup>pump</sup> Drum

\* pinch point

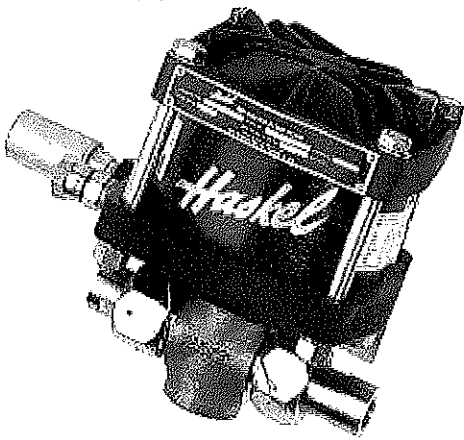
\*

  
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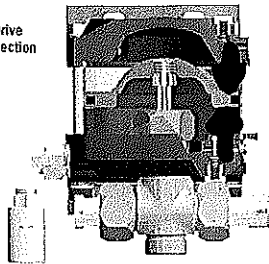
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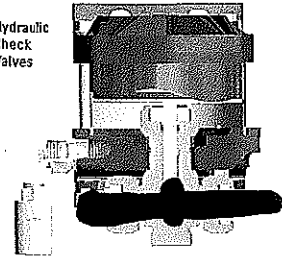
Draw & name each part of Huskel <sup>PUMP</sup> Drum



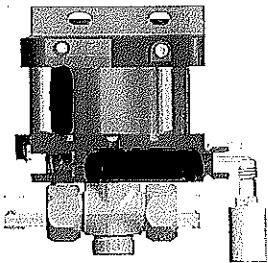
1. Drive Section



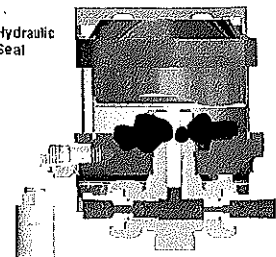
2. Hydraulic Check Valves

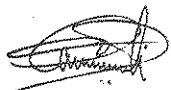


3. Drive Cycling Valve



4. Hydraulic Seal



  
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11. Power Pack (Electrical & Diesel)

What is Power Pack <sup>producing</sup> ~~prod~~  
Equipment the <sup>supply</sup> power to ~~ob~~ supply to other  
Equipment  
x zone 2 Equipment  
x powered by diesel engine.

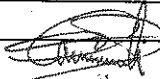
What is the purpose of Power Pack  
x provide power to drive hydraulic oil via special  
hose / hydraulic hose will ~~to~~ move the drum at wind.  
x

How to operate Power Pack  
x by operating several valves that can be adjust  
speed, power and rotation of drum.

What is maintenance required for Power Pack  
x oil level  
- water level  
- check cooled & fan belt  
- Battery fluid level

What is safety precaution required for Power Pack  
- be careful with moving fan  
- ~~or~~ prevent from any sparking that can cause fire  
- be aware with the hot are  
- use ear safety equipment

What is potential hazard during handling Power Pack  
x hearing hazard  
x pinch point  
x hand injury  
x ~~blow and explo~~

  
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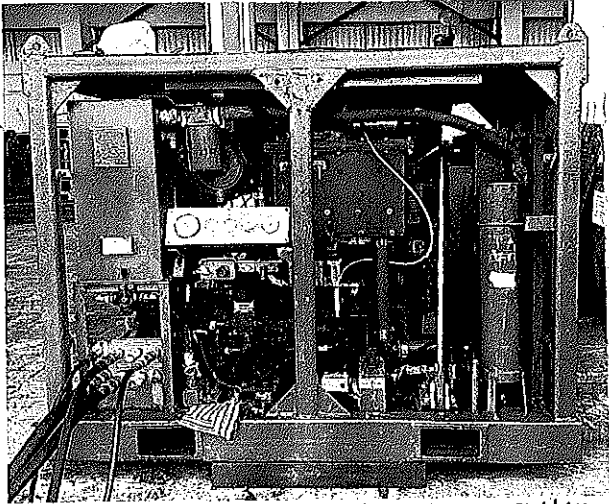
**Draw & name each part of Power Pack**

\* supply driving hydraulic power to equipment by using diesel Engine.

\* hydraulic Hose - 20ft - 25ft  
supply hose 2"   
return hose : 1 1/4"

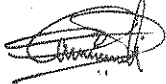
\* Auto Shutdown system  
\* overspeed - no more than 2100 rpm  
\* coolant temperature - effect by water temperature 99 degree  
\* Exhaust Temp - not more than 200 degree  
\* Engine oil pressure - Low oil temperature 15 psi minimum

SOP



open loop system zone 2

\* hydraulic starter  
\* working pressure 2000 psi

  
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12. Air Compressor

What is Air Compressor

a device that converts power into potential energy stored in pressurized air.

What is the purpose of Air Compressor

to supply compressed air to unit needed.

How to operate Air Compressor

- x same procedure with power pack.
- usually with spring starter
- start by rotate the wheel clockwise till indicator turn red
- release spring to start engine.

What is maintenance required for Air Compressor

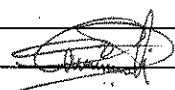
- change oil compressor
- change filter
- use beware clean the fan belt tension
- fuel pump need to be care from water

What is safety precaution required for Air Compressor

- x be sure the air compressor not over heat
- safety valve fully functioning
- no leak on hose

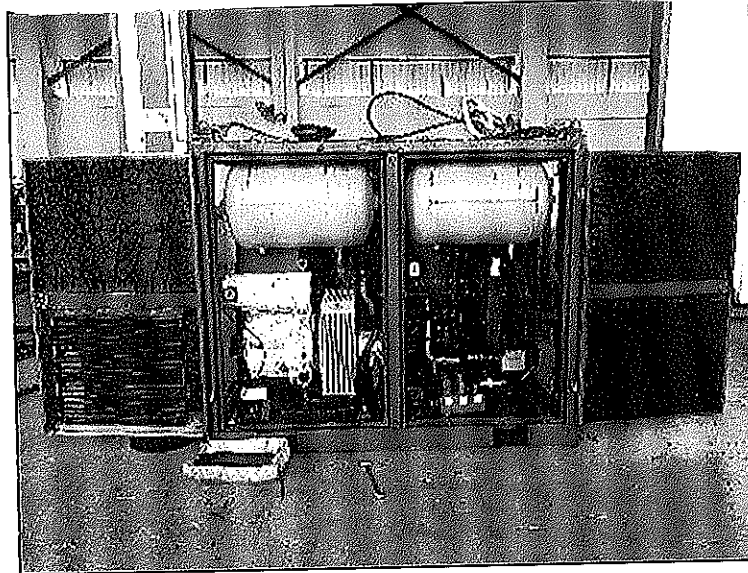
What is potential hazard during handling Air Compressor

- < pinch point
- p hot surface
- Y hose burst

  
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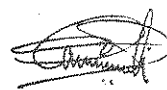


**Draw & name each part of Air Compressor**



zone 2

- \* supply air power for CP & SWCP via compressed air by using ~~eng~~ diesel Engine
- \* working pressure from 110psi to 120psi
- \* checklist before operate
  - Hydraulic oil
  - Engine oil
  - Radiator ~~to~~
  - coolant
  - spark arrestor
  - connection hose

  
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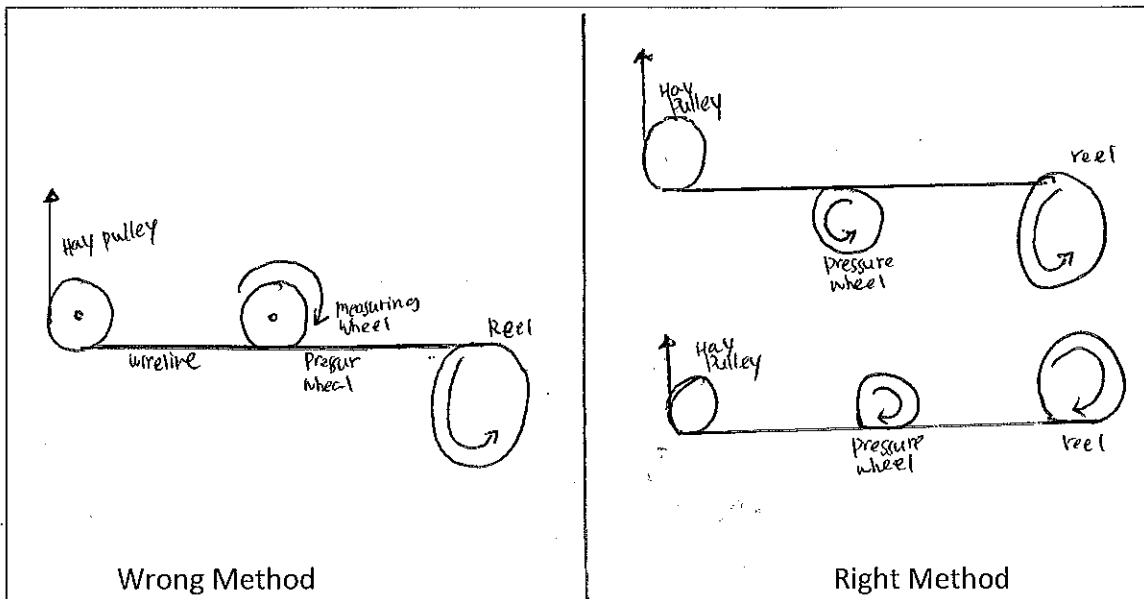


13. Drum

What is the purpose of Drum

devices that place the wire

Do the right and wrong wire arrangement from drum to hay pulley



What is maintenance required for Drum

- \* check the bearing condition
- \* check the condition of drum
- \*

What is safety precaution required for Drum

- \* use fully ppe while handling
- \* use tagline or push pull HICE when moving drum
- \* use forklift or lifting equipment to move

What is potential hazard during handling Drum

- \* pinch point
- \* back injury

  
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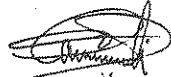


Please draw/sketch the toolstring configuration for:

- 1) Drift run/tubing clearance check
- 2) Sinker bar run
- 3) Set and retrieve plug
- 4) Set and retrieve insert valve

i. Running 2-7/8" Drift

| Diagram                   | Description                        | Connection |            | OD (Inch) | Fishneck (Inch) | Length (Inch) | Weight (Lbs) |
|---------------------------|------------------------------------|------------|------------|-----------|-----------------|---------------|--------------|
|                           |                                    | Pin        | Box        |           |                 |               |              |
|                           | 1-7/8" x 0.100" Rope Socket        | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 8             | 8            |
|                           | 1-7/8" Swivel                      | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 12            | 16           |
|                           | 1-7/8" X 5' Normal Stem            | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 60            | 50           |
|                           | 1-7/8" Knuckle Joint               | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 10            | 12           |
|                           | 1-7/8" X 2' Normal Stem            | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 24            | 30           |
|                           | 1-7/8" X 20' Mechanical Spring Jar | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 60            | 40           |
|                           | 2-7/8" Drift                       | 1-1/16" SR | 1-1/16" SR | 2.735"    | 1.750"          | 12            | 18           |
|                           | <b>Total length (ft)</b>           |            |            |           |                 |               | <b>15.5</b>  |
| <b>Total weight (lbs)</b> |                                    |            |            |           |                 |               | <b>174</b>   |

  
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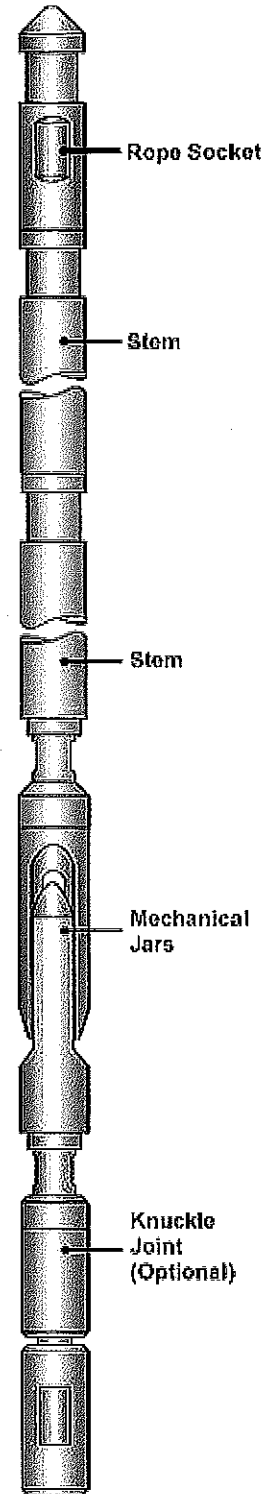
### C. DOWNHOLE EQUIPMENT

1. List out all basic running and pulling tools

*Pulling*

*Running*

| No. | Items                  |
|-----|------------------------|
| 1   | JDC                    |
| 2   | JUC                    |
| 3   | GR                     |
| 4   | GS                     |
| 5   | SB                     |
| 6   | SS                     |
| 7   | RS                     |
| 8   | RB                     |
| 9   |                        |
| 10  | x line running tools   |
| 11  | R & RW lock mandrel    |
| 12  | SSJ - xh - test tool   |
| 13  | A - A SIP lock         |
| 14  | D - D collar lock      |
| 15  | JK - B/BR2 side pocket |
| 16  |                        |
| 17  |                        |
| 18  |                        |
| 19  |                        |
| 20  |                        |

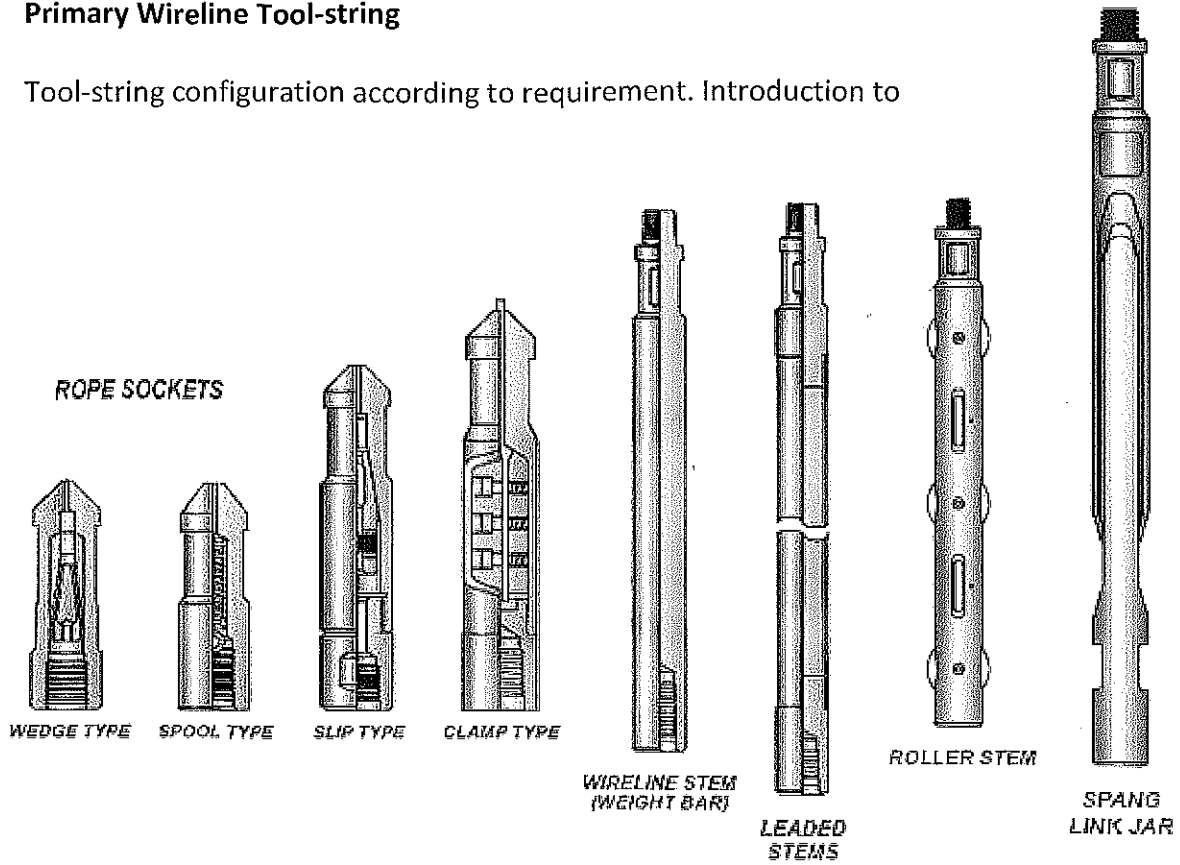


*[Signature]*  
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**Primary Wireline Tool-string**

Tool-string configuration according to requirement. Introduction to



a) rope sockets

- to attach wireline to the tool string.  
located top of basic tool string

b) stem lead

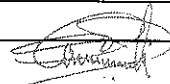
provide additional weight per foot instead the normal stem

c) tungsten stem

Extra weight provided to assist operation to overcome the effect of friction fluid, viscosity and pressure in well bore.

d) roller stem

Reduces friction on the wellbore with deviated well.

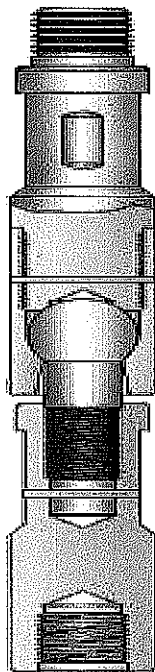
  
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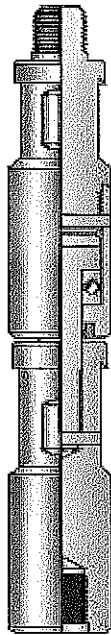


e) jars

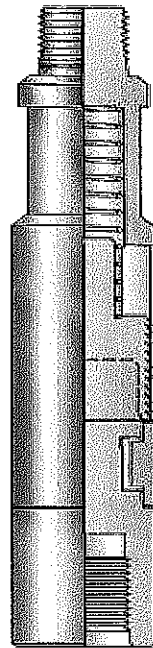
to give effective jarring down or up impulses.



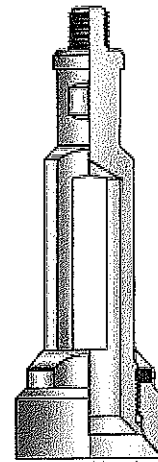
**KNUCKLE JOINT**



**WIRELINE SWIVEL JOINT**



**QUICK LOCK COUPLING**



**TUBING GAUGE CUTTER RING SET**



**BLIND BOX**

f) knuckle joints,

add flexibility to the tool string and use in deviated well more effective.

g) swivel joints,

to ensure free rotation of down hole tool string.

h) quick-lock coupling

for speed the assembly and disassembly tool string.

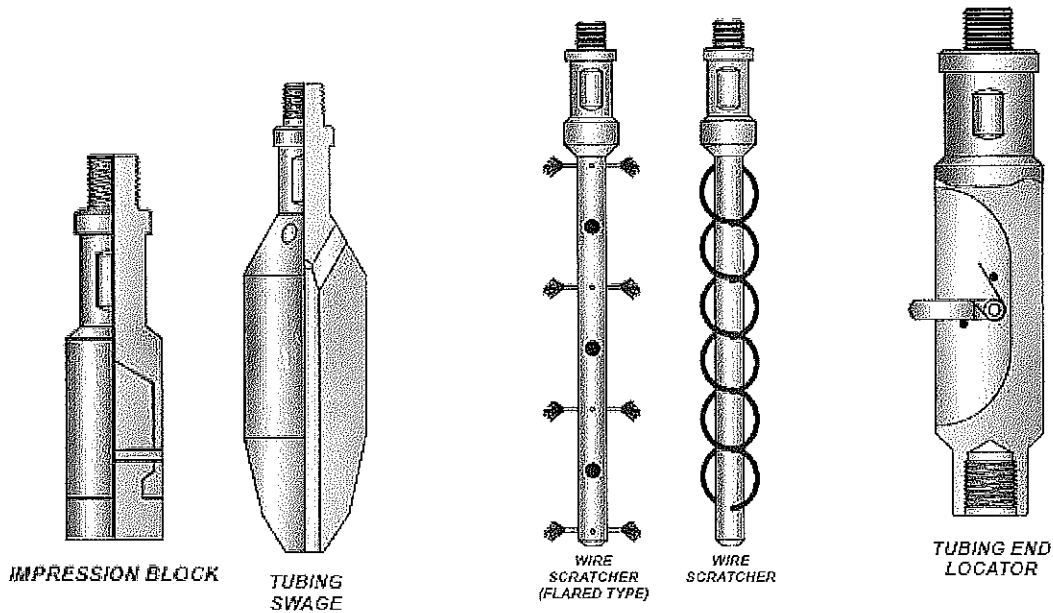
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- i) gauge cutter,
  - to check the tubing free from parafin and any obstructions.
  - groove the ID of tubing

- j) Blind Box
  - used to downward jarring to move obstructions downhole



- k) lead impression box
  - acts as camera to slice line
  - to obtain the impression of unknown tool string in down hole

- l) swage
  - resizing tubing and locating lost wire

- m) wire scratcher
  - remove parafin in inner surface of tubing

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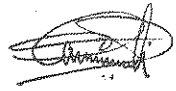
n) tubing end locator

locate the End of tubing and measure  
depth of tubing.

o) wire recover tool

retrieve the wire for fishing operation.

Fill up below Table

|  |   |
|--|---|
| <p>A. Size of Wire that use at DB</p> <p>1. 0.108 "</p> <p>2. 0.125 "</p> <p>3. 0.140 "</p>  | <p>B. Breaking point of each wire</p> <p>1. 2500 lbs</p> <p>2. 3300 lbs</p> <p>3. 4500 lbs</p>            |
| <p>C. Type of wire used at DB</p> <p>1. Zeron</p> <p>2. CS Elps</p> <p>3.</p>  | <p>D. How to test if wire is good or not</p> <p>1. wire tensile test</p> <p>2. Torsion test</p> <p>3.</p> |
| <p>E. Why do we need to check on the tools before running in hole (RIH)?</p> <p>to Ensure the right tool use and<br/>it fully functioning.</p> <div style="text-align: right;"> <br/> <b>GAZALI HENRY</b><br/>             Operation Manager<br/>             Dimension Bid (M) Sdn Bhd<br/>             (East Malaysia Operation)<br/>             21/12/2021         </div> |   |



F. What do we need to do if the tool is damage or lost in hole?

- \* report to the town
- \* identify the tools type, size
- \* consult with supervisor wireline
- \* prepare for fishing plan

G. What do we need to do if equipment failed to work?

- \* Report the problem to town as
- \* minor & troubleshoot
- ↓ major - Request onsite repair by machine
  - request for new Equipment or part

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Operation Manager  
Dimension Bid (M) Sdn Bhd  
(East Malaysia Operation)

21/10/21



**D. Rig up Wireline Surface Equipment**

a. List out all surface equipment (Surface and Pressure Gauge)

|                             |
|-----------------------------|
| 1. Blow out Preventer (BOP) |
| 2. Lubricator               |
| 3. Power Pack               |
| 4. Wireline mask            |
| 5. Cross over               |
| 6. Wireline winch           |
| 7. Stuffing box             |
| 8. *Dolley                  |
| 9. Lubricator clamp         |
| 10. Ball valve              |
| 11. QTS Quick test sub      |
| 12. Generator set           |
| 13.                         |

b. Describe how to connect lubricator section

i) Horizontal

Lay down using trolley and stand using  
Sling or rope & connect lubricator to PLE

ii) Vertical

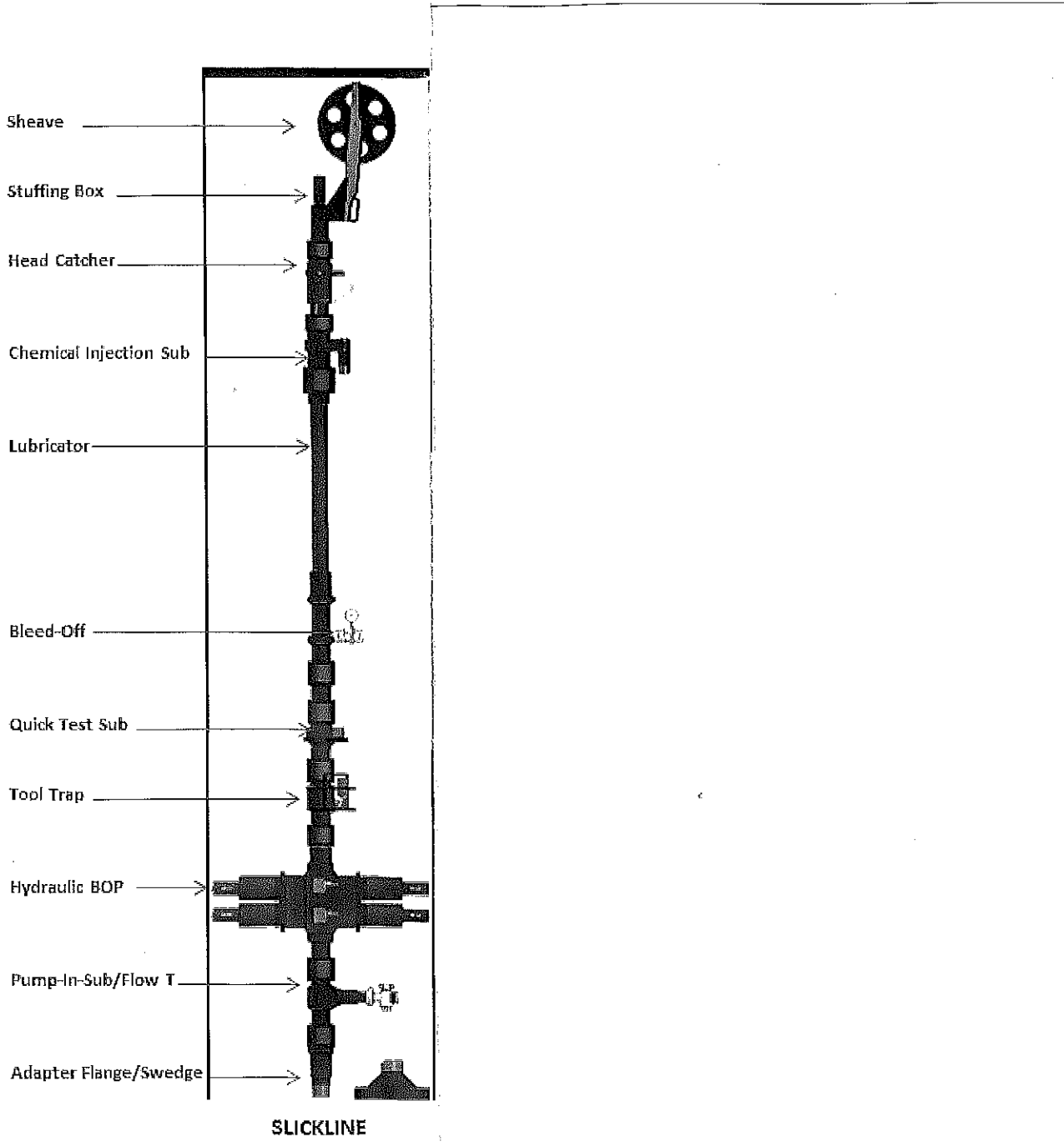
properly & perfectly connect Pin to box to union  
to avoid damaging the O-ring

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Operation Manager  
Dimension Bid (M) Sdn Bhd  
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01/0/01

**Note: Provide drawing and parts description on separate paper/page**

c. Sketch the equipment required while rigging up from x-mas tree until stuffing box



**Note: Provide drawing and parts description on separate paper/page**

*(Signature)*  
**GAZALI MEHRY**  
 Operation Manager  
 Dimension Bid (M) Sdn Bhd  
 (East Malaysia Operation)  
 21/12/21



d. What should weight indicator attached with?

hay pulley and load cell

e. What is the meaning of rigging up and rigging down?

\* Rigging up state to ~~prepare~~ preparing equipment of surface equipment and PCE.

\* Rigging down state to disassembly equipment end of operation

f. What is power pack hose size used at Dimension Bid?

Supply - 1"

Return - 1/4"

g. What are the safety precautions required upon completed hook up hydraulic hose to RSU

- But make sure the connection is tight and make sure the lock ring in place

h. List out the safety precaution while rigging up and rigging down

\* Fully PPE

\* Lifting procedure


\* Rigging up and down procedure

Note: Provide drawing and parts description on separate paper/page



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(East Malaysia Operation)

21/12/21

ii. Running to set PXX Plug Body

| Diagram  |  | Description                       | Connection |            | OD (Inch) | Fishneck (Inch) | Length (Inch) | Weight (Lbs) |
|--|--|-----------------------------------|------------|------------|-----------|-----------------|---------------|--------------|
|  |  |                                   | Pin        | Box        |           |                 |               |              |
|  |  | 1-7/8" x 0.100" Rope Socket       | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 8             | 8            |
|  |  | 1-7/8" Swivel                     | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 12            | 16           |
|  |  | 1-7/8" X 6" Normal Stem           | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 60            | 50           |
|  |  | 1-7/8" Knuckle Joint              | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 10            | 12           |
|  |  | 1-7/8" X 2" Normal Stem           | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 24            | 30           |
|  |  | 1-7/8" X 20" Mechanical Spang Jar | 1-1/16" SR | 1-1/16" SR | 1.875"    | 1.750"          | 60            | 40           |
|  |  | 2.813" X-LINE R/TOOL              | 1-1/16" SR | N/A        | 2.81"     | 2.31"           | 12            | 21           |
|  |  | 2.81" PXX PLUG BODY               | N/A        | N/A        | 2.81"     | 2.31"           | 18            | 31           |
| Total length (ft)  |  |                                   |            |            |           |                 | 17.0          |              |
| Total weight (lbs)   |  |                                   |            |            |           |                 |               | 208          |

## v. Retrieve PXX Plug Body

|  <b>DIMENSION BID</b><br><small>WIRELINE INTERVENTION   PERFORATION SERVICES</small> |                                    | Retrieve PXX Plug |            |           |                 |               |              |
|---|------------------------------------|-------------------|------------|-----------|-----------------|---------------|--------------|
| Diagram   | Description                        | Connection        |            | OD (Inch) | Fishneck (Inch) | Length (Inch) | Weight (Lbs) |
|   |                                    | Pin               | Box        |           |                 |               |              |
|   | 1-7/8" x 0.108" Rope Socket        | 1-1/16" SR        | 1-1/16" SR | 1.875"    | 1.750"          | 8             | 8            |
|   | 1-7/8" Swivel                      | 1-1/16" SR        | 1-1/16" SR | 1.875"    | 1.750"          | 12            | 16           |
|   | 1-7/8" X 6' Normal Stem            | 1-1/16" SR        | 1-1/16" SR | 1.875"    | 1.750"          | 60            | 60           |
|   | 1-7/8" Knuckle Joint               | 1-1/16" SR        | 1-1/16" SR | 1.875"    | 1.750"          | 10            | 12           |
|   | 1-7/8" X 2' Normal Stem            | 1-1/16" SR        | 1-1/16" SR | 1.875"    | 1.750"          | 24            | 30           |
|   | 1-7/8" X 20' Mechanical Spring Jar | 1-1/16" SR        | 1-1/16" SR | 1.875"    | 1.750"          | 80            | 40           |
|   | 3.0' Nom GS                        | 1-1/16" SR        | N/A        | 2.72"     | 2.313           | 14            | 25           |
| <b>Total length (ft)</b>  |                                    |                   |            |           |                 | <b>15.7</b>   |              |
| <b>Total weight (lbs)</b>   |                                    |                   |            |           |                 |               | <b>181</b>   |