

## COILED TUBING PERFORMANCE ASSESSMENT FEEDBACK

PART 1: To be completed by Assessor [WEIGHT: 40%]

Name	ZALANI B IBRAHIM	COB Date	15-Aug-19
Position	GENERAL EQUIPMENT OPERATOR	RTB Date	20-Aug-19
Client	PETRONAS CARIGALI	Location	RESAK RDPA
Platform	RESAK	Well	A 22
Assessed By	YUSOF B MUDA	Position:	COILED TUBING SUPERVISOR

**RATING LEGEND:**

- STRONG** Performance consistently exceeded expectations in all essential areas of responsibility, and the quality of work overall was excellent
- ADEQUATE** Performance consistently met expectations in all areas of responsibility, at times possibly exceeding expectations, and the quality of work overall was very good
- IMPROVEMENT NEEDED** Performance did not consistently met expectations - performance failed to meet expectations in one or more essential areas of responsibility

Assessment Criteria	Rating (Please ✓ where appropriate)
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**Safety Awareness (20%)**

- a. Usage of Personal Protective Equipment
- b. Participation in UAUC
- c. Understanding of PTW System
- d. Worksite House Keeping

	STRONG			ADEQUATE			IMPROVEMENT NEEDED		
	10	9	8	7	6	5	4	3	2
a. Usage of Personal Protective Equipment	✓								
b. Participation in UAUC	✓								
c. Understanding of PTW System	✓								
d. Worksite House Keeping	✓								


**Work Performance (20%)**

- e. Initiative and Creativity
- f. Decision Making Capability
- g. Understanding of Job Scope
- h. Tools Inventory and Reporting
- i. Work Quality
- j. Reporting
- k. Punctuality and Time Keeping
- l. Teamwork
- m. Communication
- n. Leadership Skills
- o. Adaptability to Work Environment/Surrounding
- p. Attitude
- q. Discipline

e. Initiative and Creativity		✓							
f. Decision Making Capability		✓							
g. Understanding of Job Scope		✓							
h. Tools Inventory and Reporting		✓							
i. Work Quality		✓							
j. Reporting		✓							
k. Punctuality and Time Keeping	✓								
l. Teamwork	✓								
m. Communication	✓								
n. Leadership Skills	✓								
o. Adaptability to Work Environment/Surrounding		✓							
p. Attitude	✓								
q. Discipline	✓								

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

- Candidate is a good worker in every way.  
 - Every task given is carried out as best as possible.

Assessed By [Supervisor]	
Name	YUSOF B MUDA
Doc. Ref. No.: CTS-FORM-90	
Date	20/8/2019
Revision No.: 01	CONTROLLED COPY

## COILED TUBING PERFORMANCE ASSESSMENT FEEDBACK

PART 2: To be completed by Employee and Assessor [WEIGHT: 60%]

Type of Task	Tasks Performed	Assessor Comment								
1. Pre-Job Preparation	1. Attend toolbox and morning meeting with CSR. 2. Attend pre job meeting with client PCSB 3. Pre-check/EMC1 all CTU equipment before run the job.	- DONE -								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%;">Rating (by SUPERVISOR)</td> <td style="width: 10%; text-align: center;">STRONG</td> <td style="width: 10%; text-align: center;">ADEQUATE</td> <td style="width: 10%; text-align: center;">IMPROVEMENT NEEDED</td> </tr> <tr> <td></td> <td style="text-align: center;">(10) 9 8</td> <td style="text-align: center;">7 6 5</td> <td style="text-align: center;">4 3 2</td> </tr> </table>	Rating (by SUPERVISOR)	STRONG	ADEQUATE	IMPROVEMENT NEEDED		(10) 9 8	7 6 5	4 3 2	
Rating (by SUPERVISOR)	STRONG	ADEQUATE	IMPROVEMENT NEEDED							
	(10) 9 8	7 6 5	4 3 2							
2. Surface Equipment Rig-up	1. Assist crew to rig up pumping surface line from SP01 to coil reel and kill port to combi BOP. 2. Assist crew to rig up N2 line from NCV to CT reel. 3. Rig up 4" hose from fluid storage tank to SP01. 4. Rig up 4" hose from BMX tank to SP01. 5. Spot/arrange flood light, control cabin and tool container electric cable to junction box. 6. Rig up water injection line from well to fluid storage tank. 7. Rig down wilden pump, 2" spring hose and air hose from sea deck to main deck	- DONE -								
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3. Tools / Equipment Preparation	1. Perform EMC1 on Control Cabin, Stripper, Single and Combi BOP, CT reel, CIDF 01, Injector Head, Jacking Frame and Power Pack for pre job. 2. Prepare Downhole tools to be use during job.	- DONE -								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%;">Rating (by Operator)</td> <td style="width: 10%; text-align: center;">STRONG</td> <td style="width: 10%; text-align: center;">ADEQUATE</td> <td style="width: 10%; text-align: center;">IMPROVEMENT NEEDED</td> </tr> <tr> <td></td> <td style="text-align: center;">(10) 9 8</td> <td style="text-align: center;">7 6 5</td> <td style="text-align: center;">4 3 2</td> </tr> </table>	Rating (by Operator)	STRONG	ADEQUATE	IMPROVEMENT NEEDED		(10) 9 8	7 6 5	4 3 2	
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4. Equipment	4.1 Batch Mixer	- DONE -								
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Employee was able to OPERATE the equipment:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Under Supervision</td> <td style="width: 50%;"></td> </tr> <tr> <td>Standalone</td> <td style="text-align: center;">✓</td> </tr> </table>	Under Supervision		Standalone	✓					
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**COILED TUBING PERFORMANCE ASSESSMENT FEEDBACK**

PART 2: To be completed by Employee and Assessor [WEIGHT: 60%]

Type of Task	Tasks Performed	Assessor Comment									
	4.2 Pump Unit	- DONE -									
	Rating (by SUPERVISOR)	STRONG			ADEQUATE			IMPROVEMENT NEEDED			
		10	9	8	7	6	5	4	3	2	
	Employee was able to OPERATE the equipment:				Under Supervision						
					Standalone						<input checked="" type="checkbox"/>
	4.3 Nitrogen Pump unit & Nitrogen Tank 1. Assist crew to rig up 2" HP treating line to CT reel and include bleed off line. 2. Assist crew to rig up cryogenic hose from N2 tank to inlet and outlet line on NCV	- DONE -									
	Rating (by SUPERVISOR)	STRONG			ADEQUATE			IMPROVEMENT NEEDED			
		10	9	8	7	6	5	4	3	2	
	Employee was able to OPERATE the equipment:				Under Supervision						
					Standalone						<input type="checkbox"/>
	4.4 Power Pack 1. Perform EMC 1 for pre and post job	- DONE -									
	Rating (by SUPERVISOR)	STRONG			ADEQUATE			IMPROVEMENT NEEDED			
		10	9	8	7	6	5	4	3	2	
	Employee was able to OPERATE the equipment:				Under Supervision						
					Standalone						<input checked="" type="checkbox"/>
	4.5 Control Cabin 1. Setup job file before start any run. 2. Perform Unload on well A-05 L 3. Perform EMC 1 for pre and post job. 4. Update job ticket including chemical tracking and chemical ticket	- DONE -									
	Rating (by SUPERVISOR)	STRONG			ADEQUATE			IMPROVEMENT NEEDED			
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	Employee was able to OPERATE the equipment:				Under Supervision						
					Standalone						<input checked="" type="checkbox"/>

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	<b>4.6 CT Reel</b> 1. Perform EMC 1 for pre and post job	- DONE -																		
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	<b>4.7 Injector Head</b> 1. Top up Injector Lube Oil before start job. 2. Top up Injector gear box oil prior to start job. 3. Perform EMC 1 for pre and post job	- DONE -																		
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	Employee was able to OPERATE the equipment:	<table border="1"> <tr> <td>Under Supervision</td> <td></td> </tr> <tr> <td>Standalone</td> <td>✓</td> </tr> </table>	Under Supervision		Standalone	✓														
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Standalone	✓																			
	<b>4.8 Pressure Control Equipment</b> 1. Function test Single and Combi BOP prior to start job. 2. Function test Stripper prior to start job. 3. Perform EMC 1 for pre and post job.	- DONE -																		
	Rating (by SUPERVISOR) <table border="1"> <tr> <th colspan="3">STRONG</th> <th colspan="3">ADEQUATE</th> <th colspan="3">IMPROVEMENT NEEDED</th> </tr> <tr> <td>10</td> <td>9</td> <td>8</td> <td>7</td> <td>6</td> <td>5</td> <td>4</td> <td>3</td> <td>2</td> </tr> </table>	STRONG			ADEQUATE			IMPROVEMENT NEEDED			10	9	8	7	6	5	4	3	2	
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	<b>4.9 Basic BHA Components</b> 1. Prepare and make up BHA configuration to be use on the job	- DONE -																		
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	Employee was able to OPERATE the tools:	<table border="1"> <tr> <td>Under Supervision</td> <td></td> </tr> <tr> <td>Standalone</td> <td>✓</td> </tr> </table>	Under Supervision		Standalone	✓														
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**PART 2:** To be completed by Employee and Assessor [WEIGHT: 60%]

Type of Task	Tasks Performed			Assessor Comment								
<b>5. Job Supervision</b> (if applicable) <i>Please complete this section if you perform any supervisory role during operation</i>												
	Rating (by SUPERVISOR)			STRONG			ADEQUATE			IMPROVEMENT NEEDED		
				10	9	8	7	6	5	4	3	2
	Please ✓ accordingly to confirm the role of the employee during operation			Full Supervisor								
				2nd / Night Supervisor								

