

## ASSESSMENT CHECKLIST

Unit: CAP 1.3 EXECUTE THE WELL SERVICES OPERATIONS

Element: CAP 1.3.1 Enter the well bore

PC	Description of Performance Criteria	Description of Evidence	Source of evidence				Competence	Remarks
			O/I	SD	Q/A			
a	Safe working practices and agreed safety measures are implemented and maintained in accordance with statutory and operational requirements.	Examine evidence on 'PTW', pre-job briefing, 'Unsafe act auditing', 'Risks and Hazards assessment (where applicable), understanding in dealing with differential pressures, safe materials handling, correct and proper materials usage.  Check candidate's under-pinning knowledge on operation procedures via questioning (oral/written) or by natural direct observation. Also where available, reports to support e.g. copy of 'PTW' and work reports.	✓				C	
b	Running controls are confirmed as pre-set to required datum.	Examine evidence on well services toolstring 'zero' reference point ('BDF' and 'BTHF'), interpretation of well diagrams, depth correlation, zero setting on depth counter.  Check candidate's under-pinning knowledge via questioning (oral/written), or direct field observation.	✓				C	
c	Pressures are equalised in accordance with operational requirements and instructions.	Check evidence on handling types of well services tasks related to differential pressures, well pressures, control-line pressure, & sub-surface safety valve status.  Check candidate's under-pinning knowledge via questioning (oral/written), or direct field observation.	✓				C	

# DIMENSION BID

Element: CAP 1.3.1 Enter the well bore

PC	Description of Performance Criteria	Description of Evidence	Source of evidence			Competence	Remarks
			O/I	SD	Q/A	C / NYC	
d	The well bore is entered in accordance with operational requirements and instructions.	Check candidate's under-pinning knowledge via questioning (oral/written), or direct field observation on well services objective programs, operation guidelines, toolstring and lubricators configurations.	✓				
e	Faults and defects are accurately identified and appropriate remedial action taken in accordance with operational requirements.	Check evidence on job reports and replacement requisitions. Check candidate's under pinning knowledge on identifying faults and defects as well as actions to remedy such faults and defects via questioning (oral/written).	✓				
f	Data is accurately recorded at appropriate times and frequencies in accordance with operational requirements.	Check evidence on operation reports (e.g. FTTHP, CITHP, CHP, FLP). Check candidate's under-pinning knowledge via questioning (oral/written).	✓				
g	Operational report is presented in an appropriate format and submitted to the relevant personnel.	Confirm with product evidence. Operation reports required.	✓				

**Legend:**

Source of Evidence: O/I Observation / Interview

SD Supporting Document

Q / A Written Questions & Answers

Competence C Competent

NYC Not Yet Competent

# DIMENSION BID

OVERALL SCORE	STRONG			ADEQUATE			IMPROVEMENT NEEDED		
		10	9	8	7	6	5	4	3

<b>Assessed by:</b>  <p>ALLEYSON AKIN            DIMENSION BID (M) SDN BHD            Malaysia Operation</p>	<b>Agreed by:</b> (TSO)  <p>Ammalpal . A</p>	<b>Verified by:</b> (HOD)  <p>Afiq Ammar</p>
(Name)	(Name)	(Name)
Signature	Signature	Signature
20.9.24	20.9.24	10th Oct 2024
Date	Date	Date

## QUESTIONS TO ASSESS UNDERPINNING KNOWLEDGE (Written/Oral Answers Required)

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No.	Question	Relevant PC
1	What do you understand by the term 'SSV' and 'SC-SSV'? Explain what do you do with the SSV and SC-SSV hydraulic system when you have to work on a well? Explain why you have to do so?	a, c, d
2	Explain how do you isolate and switch over the SSV and SC-SSV from the control system of the station to the SWCP? Illustrate with a schematic diagram if necessary.	a, c, d
3	For any well entry when the SC-SSV is in place, why is it important to ensure the valve is in the fully 'open' position? Explain how do you confirm that the SC-SSV is fully open?	c
4	Why do you have to carry out pre-checks on the service tools prior to well entry? List down the possible consequences if the pre-checks are not done.	a, d, e
5	Give at least four common examples of well services related activities that require safe practices in having pressures equalised before any action is being taken. Explain what would be the likely events to occur if it is not handled properly in each case.	a, c, d, f
6	Why do you have to 'zero' your toolstring every time you make a well entry? Where is your 'zero' reference point when you are working on: (a) The rig floor (b) A remote installation	a, b, d, f
7	Which part of your tool string is the 'zero' reference point set when you are running in to hang off a 'Flow & build-up' survey? And why not at the bottom of the gauges?	b, d, f
8	List down all the things that a well services winch operator must take note of when he is: (a) Running in hole (b) Pulling out of hole	a, c, d, e, f
9	Why must we always take note on the pulling weight of the toolstring while it is down-hole?	a, d, f
10	How do you prepare your daily operation report? Give a copy of your daily report as a sample of your reporting format. Who should scrutinize your report and who is the final person to endorse your report when you are: (a) On a production platform (b) On a drilling rig	f, g
11	Explain why a 'pre-job' briefing is important?	a
12	Why is it necessary to pressure test the lubricator after rigging up?	a, c, d, e

# DIMENSION BID

13	Why the position of the BOP is important in the lubricator configuration?	a, d
14	What do you understand by a 'standard tool string'?	a, d
15	When do you require to put a hydraulic jar onto your tool string? Explain where should you put it and why?	a, d
16	In most of the well services operation, what is normally the first service tool that you would run in, and explain why?	a, d, e
17	Should a drift run you made do not give you the expected depth anticipated, what other course of actions will you take?	a, d, e, f
18	While you are pulling out of hole, suddenly you notice that depth counter is not functioning. What would be the likely event to happen if you continue to pull out of hole? What would you do to minimise the potential risk in parting the wire at the rope socket?	a, b, d, e, f
19	What is the recommended line speed while you are carrying out a bottom-hole pressure and temperature survey? Give a brief explanation why you have to take such a precaution?	a, d, f
20	When you work on a 'Closed-in' well, how do you check and confirm the CITHP?	c
21	Why is it important to take note of the length of the toolstring every time when you make a well entry?	a, d