

# 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.

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<b>DATE OF JOIN</b>	<b>22.01.2024</b>
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<b>RECEIVED DATE</b>	<b>31.01.2024</b>
<b>DATE COMPLETED</b>	<b>18.03.2024</b>

## A. WIRELINE OPERATION BASIC SAFETY PROTECTION

### A.1. PERSONAL PROTECTIVE EQUIPMENT

#### 1.1 What is definition of Person Protective Equipment

Personal Protective Equipment is also familiar known as PPE are equipment that worn to minimize exposure to hazard that cause serious workplace injuries and illness. It is designed to protect the worker's body from hazards and injuries such as blunt impacts, electrical hazards, heat, chemicals and infections.

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

- Coverall
- Safety boots
- Safety glove
- Hearing protection
- Safety glasses
- Safety hat

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

- Working on or around hot, wet or slippery surfaces
- Working when electrical hazard are present
- Handling the hazardous substance and uncontained chemical
- Working at the high place or place with high tendency of falling objects
- Working around overhead tools or machinery
- Working with highly toxic chemicals or dusty environment

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

- Coverall
- Safety boots
- Safety glove
- Hearing protection
- Safety glasses
- Safety hat
- Respiratory protection

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

- Coverall
- Safety boots
- Safety glove
- Safety glasses
- Safety hat
- Respiratory protection
- H<sub>2</sub>S detectors

## A.2. RESPONSIBILITY

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

In addition to providing a safe and healthy work environment, management is dedicated to making sure that all business operations are carried out in a way that preserves the environment.

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

- Ensure safety equipment are being used
- eliminate any potential safety hazards and
- making sure environment are in the best conditions for work

### 2.3 When should we do housekeeping?

- Before the end of a shift, workers should inspect and clean their workspaces and remove unused materials.
- All workers should participate in housekeeping, especially in terms of keeping their own work areas tidy, reporting safety hazards and cleaning up spills, if possible.

### 2.4 Why housekeeping is important?

- To reduce illnesses and injuries and promotes positive behaviors, habits, and attitudes.
- Improve productivity (Tools and materials will be easy to find).
- To reduce the hazards such as tripping and slipping.
- Better hygienic conditions leading to improved health.
- Lower the worker exposures to hazardous products (Dusts, vapors, etc.)
- More efficient equipment cleanup and maintenance.

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

- Speak up and tell them why the behavior is a safety risk
- Immediately tell supervisor or employer about it so they can take action to address the situation, act or behavior.
- Make a report in hazard hunt form or also known as ACT card / UCUA card.

## A.3. POLICIES

### 3.1 List down all DB policies in regards to HSE

- Driving policy
- Drugs and alcohol policy
- Harassment in the workplace policy
- HSSE policy
- PPE policy
- Smoking and vaping policy
- Stop work policy

### 3.2 What is HSE Policies

An employer's written declaration of the company's commitment to safeguarding the public's and employees' health and safety is called a health and safety policy. It is a management-endorsed pledge to protect the health and safety of its staff.

### 9.1 What is the purpose of 'STOP WORK' policy?

- Stop work policy provides employees and contract workers with the responsibility and obligation to stop work when a perceived unsafe condition or behavior may result in an unwanted event.
- It is stop for safety and ensure that there is no unwanted event occur from the unsafe condition or behavior.

#### A.4. HAZARD ID AND INCIDENT REPORTING

##### 9.2 How can we report hazard or unsafe act?

Workers can raise health and safety issues by:

- Talking to a manager or supervisor.
- Completing a hazard/incident report form.
- Raising it at a staff meeting.

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

Attend to anyone who got hurt and get medical attention and care immediately. Then file an incident report as soon as possible and inform everything to person in charge

##### 9.4 What is the incident reporting process?

The process of recording worksite events, including near misses, accident and injuries.

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

- It is very useful to help a company to monitor and take action where control measures need to be improved.
- To inspect all our facilities and locations for any unsafe act/condition hazards.

##### 9.6 Please explain what is Near Miss

A near miss is a safety incident that did not result in injury, illness, or death but had the potential to do so. This near miss definition is similar to that of a near hit

9.7 In case of emergency,

a) Firstly what should you do?

Examine the situation for potential threats. Determine whether staying put is safer than leaving. After you've safely left the area or taken cover, phone for assistance and make sure everyone is aware of the current situation. If someone is hurt, give them first aid.

h) Where is DB assembly point (Base)?

Before the Dimension Bid front gate

9.8 Where can you find the emergency contact Number?

- Location of first aid supplies
- Location of extinguishers

## **A.5. OPERATIONAL SAFETY**

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

Done a risk assessment, regulate inspections, wear proper PPE, ongoing and effective training, use safe lifting techniques and create a safe work area.

5.2 What is the purpose of Safety Morning Meeting

To talk about and resolve any safety-related issues, concerns, or procedures, a morning safety meeting is convened. In order to maintain a safe working environment, it seeks to guarantee that all employees are informed of potential dangers and the appropriate safety practices.

### 6.1 What is the purpose of briefing and Debriefing

Briefing is to gain important information or instructions, then debriefing is to allow to reflect on their experience as a participant in study and give feedback

### 6.2 What is Permit To Work (PTW)

PTW is a written record which authorized specific work at specific location for a specific period of time.

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

Job Hazard Analysis (JHA), also known as Job Safety Analysis (JSA), is a process that teaches employees how to prevent potential safety hazards by step-by-step identifying the safety elements of each work or task. It helps to encourage acceptance of safe work practices, enhance supervisor-employee communication, and make me feel safe in terms of health and safety knowledge.

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

When repairing tools, it is advisable to use comprehensive protective equipment (PPE), which includes coveralls, safety helmets, gloves, eye protection, and boots. Always be aware of potential discomfort or injury sources, such as pinch points. Take cautious when handling tools. It is a good idea to maintain housekeeping after tool maintenance in order to preserve safety.

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

Wearing latex gloves and complete PPE, such as eye protection, safety helmets, safety boots, and coveralls, is a precautionary measure when topping off fuel in a Powerpack. Keep fuel and diesel away from your eyes, skin, and other body parts. Make an effort not to breathe in fuel or diesel mists or vapours. Always mop up any fuel or diesel spills on the floor. After fuel is finished, continue with housekeeping and cleaning.

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

- We need the work permit because it gives us a clear set of instructions to work through at all stages of the activity and sets out what is (and isn't) permitted.
- Work permit is a record which authorized specific work at specific location for a specific period of time.

15.3 When do we apply the work permit

Prior to travelling to a specified location for a specific task, we need apply for a work permit.

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

Examine the replacement or condition If the hose is damaged, pressurize gradually and carefully. Make sure all of the connections are tight. Work using both hands, try to do tasks correctly.

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

Examine the replacement or condition In the event that the hose is damaged, pressurise gradually. Make sure the whip check is set up. Before disconnecting the line, check sure both needle valves and the air regulator are closed and that the pressure is "0." Ascertain that the test pressure does not surpass the working pressure and that the pressure gauge is in excellent working order.

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

The purpose of all those is to ensure consistent and safe work method. During team meetings, we can identify every potential risk and work together to create an effective course of action to mitigate or eliminate it. By this way, injuries are decreasing, a safe environment is provided, and teamwork allows for optimal performance

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

Fredoline is in charge; please report any unsafe or hazardous circumstances, as well as any injuries, as soon as possible to our supervisor or the HSSE. In addition, I try to avoid taking any risks by being responsible and taking reasonable care of others as well as myself.

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

To avoid being exposed to combustible gases or vapours, wear the proper PPE and make sure it is being used as directed. Put on an RFC coverall, safety boots, leather gloves, safety glasses, and a face shield. Next, make an effort to properly inspect the work area before beginning. Before beginning any hot task, be sure there are no flammable gases or vapours present in the workspace.

## **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

• Chipping

**JOB HAZARD ANALYSIS**

LOCATION	DB Labuan Warehouse	DATE	10.1.2024
TASK	Chipping/Buffering Equipment or Skid (Power Pack)	JHA REFERENCE NO.	DB/SLS/BASE/SE009(Revision 002)
WORK SITE	DB Workshop	ASSESSMENT TEAM	Henieken, Havbreen, Jossemus & Fredolin

Job Step	Potential Hazard	L	S	R	Control Measures	L	S	R	Result
• Toolbox Meeting	• Not fully understand the job details before starting the process	2	1	2	<ul style="list-style-type: none"> <li>• Raise questions during meeting</li> <li>• Inform the hazards involved at place of work</li> <li>• Barricade working area to prevent any unauthorized personnel to enter</li> <li>• Display Signage</li> </ul>	1	1	1	Acceptable
	• Clash of work at workshop area	2	2	4		1	2	2	
	• Other personnel not aware where we are working	2	1	2		1	1	1	
	• Unauthorized personnel entering working area	2	2	4		1	2	2	
• Arrange Power Pack to work area using forklift	• Dropped object (static & dynamic)	2	2	4	<ul style="list-style-type: none"> <li>• Inspect the lifting gears/sling before use</li> <li>• Stop work during heavy rain &amp; strong wind</li> <li>• Drink more water &amp; rest if tired</li> <li>• Plan the job in an orderly manner</li> </ul>	1	2	2	Acceptable
	• Poor visibility due to weather (strong wind, heavy rain)	2	2	4		1	2	2	
	• Fatigue, dehydrate & faint due to sunlight	2	2	4		1	2	2	
	• Time pressure (human error, rushing)	2	2	2		1	2	2	
• Chipping equipment	• Skin injury & fume inhalation from painting (chemical exposure)	2	2	4	<ul style="list-style-type: none"> <li>• Wear Respirator/face shield</li> <li>• Take regular resting time(Activities not exceed 30 minutes)</li> <li>• Wear proper PPE (impact glove and ear plug/muff) during the job</li> </ul>	1	1	1	Acceptable
	• Hand/finger injury	2	2	2		1	2	2	
	• Equipment Vibration	2	2	4		1	2	2	
	• Hearing impairment	2	3	6		1	3	3	

• Housekeeping	• Slip, trip & fall	2	2	4	<ul style="list-style-type: none"> <li>• Eliminated any potential hazard of slip, trip &amp; fall</li> <li>• Supervision, planning &amp; time management</li> <li>• Get rest &amp; drink more water.</li> <li>• Wear proper PPE</li> </ul>	1	2	2	Acceptable
	• Time pressure (human error, rushing)	2	2	4		1	2	2	
	• Fatigue	2	2	4		1	2	2	
	• Working area not secured	2	2	4		1	2	2	

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

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

Work Activity Participants			
Name	Position	Perform Job Before?	Signature
HENIEKEN MABONG	SR MECHANIC	YES	
HAVBREEN ZEPHIRINUS	MECHANIC	YES	
JOSSEMUS	MECHANIC	YES	
TSA	TSA	YES	

This JHA created by		
Name	Discipline	Position
AMIR FIRDAUS	TECHNICAL	MT

WORK ACTIVITY RESPONSIBILITY	JHA SUBMITTED BY	JHA ACCEPTED BY
Work Leader	Receiving Authority (Supervisor)	Approving Authority (HSSE)
Name: HENIEKEN MABONG	Name: LEONARD RAEYONG	Name: FREDOLIN BIN FLORIAN
Signature:	Signature:	Signature:
Date:	Date:	Date:

• Painting

**JOB HAZARD ANALYSIS**

LOCATION	DB Labuan Warehouse	DATE	10.1.2024
TASK	Painting Equipment or Skid (Power Pack)	JHA REFERENCE NO.	DB/SLS/BASE/SE007(REVISION 002)
WORK SITE	DB Workshop	ASSESSMENT TEAM	Henieken, Havbreen, Jossemus & Fredolin

Job Step	Potential Hazard	L	S	R	Control Measures	L	S	R	Result
• Toolbox Meeting	• Not fully understand the job details before starting the process	2	2	4	<ul style="list-style-type: none"> <li>• Raise questions during meeting</li> <li>• Inform the hazards involved at place of work</li> <li>• Barricade working area to prevent any unauthorized personnel to enter</li> <li>• Social distancing. Wear mask at crowded places. Wash hand &amp; sanitize hand.</li> </ul>	1	2	2	Acceptable
	• Clash of work at workshop area	2	2	4		1	2	2	
	• Other personnel not aware where we are working	2	2	4		1	2	2	
	• Unauthorized personnel entering working area	2	2	4		1	2	2	
• Arrange Power Pack to work area using forklift	• Dropped object (static & dynamic)	2	2	4	<ul style="list-style-type: none"> <li>• Inspect the lifting gears/sling before use</li> <li>• Stop work during heavy rain &amp; strong wind</li> <li>• Drink more water &amp; rest if tired</li> <li>• Plan the job in an orderly manner</li> <li>• Awareness training</li> <li>• Avoid line of fire</li> <li>• Authorize forklift operator</li> <li>• Forklift inspection</li> </ul>	1	2	2	Acceptable
	• Poor visibility due to weather (strong wind, heavy rain)	2	2	4		1	2	2	
	• Fatigue, dehydrate & faint due to sunlight	2	2	4		1	2	2	
	• Time pressure (human error, rushing)	2	2	4		1	2	2	
	• Line of fire	2	3	6		1	3	3	
	• Forklift failure	2	3	6		1	3	3	
• Painting equipment	• Skin injury & fume inhalation from painting (chemical exposure)	2	2	4	<ul style="list-style-type: none"> <li>• Wear respirator/face shield</li> <li>• Wear proper PPE during the job</li> </ul>	1	2	2	Acceptable

• Housekeeping	• Slip, trip & fall	2	2	4	<ul style="list-style-type: none"> <li>• Eliminated any potential hazard of slip, trip &amp; fall</li> <li>• Supervision, planning &amp; time management</li> <li>• Get rest &amp; drink more water.</li> <li>• Wear proper PPE</li> </ul>	1	2	2	Acceptable
	• Time pressure (human error, rushing)	2	2	4		1	2	2	
	• Fatigue	1	2	2		1	2	2	
	• Working area not secured	2	2	2		1	2	2	

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

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

Work Activity Participants			
Name	Position	Perform Job Before?	Signature
HENIEKEN MABONG	SR MECHANIC	YES	
HAVBREEN ZEPHIRINUS	MECHANIC	YES	
JOSSEMUS	MECHANIC	YES	
TSA	TSA	YES	

This JHA created by		
Name	Discipline	Position
AMIR FIRDAUS	TECHNICAL	MT

WORK ACTIVITY RESPONSIBILITY	JHA SUBMITTED BY	JHA ACCEPTED BY
<b>Work Leader</b>	<b>Receiving Authority (Supervisor)</b>	<b>Approving Authority (HSSE)</b>
<b>Name:</b> HENIEKEN MABONG	<b>Name:</b> LEONARD RAEYONG	<b>Name:</b> FREDOLIN BIN FLORIAN
<b>Signature:</b>	<b>Signature:</b>	<b>Signature:</b>
<b>Date:</b>	<b>Date:</b>	<b>Date:</b>

• Lifting

**JOB HAZARD ANALYSIS**

LOCATION	DB Labuan Warehouse	DATE	25/1/2024
TASK	General Crane Lifting	JHA REFERENCE NO.	DB/SLS/BASE/LOGISTIC004(REVISION 002)
WORK SITE	Loading Unloading Area (Open Yard)	ASSESSMENT TEAM	Jofri, hsse & 3 <sup>rd</sup> Party contractor

Job Step	Potential Hazard	L	S	R	Control Measures	L	S	R	Result
Preparation and job meeting	• Clash of work/conflict	2	1	2	<ul style="list-style-type: none"> <li>Team leader must be familiar with the job</li> <li>Inform to all crew on location and description of works</li> <li>Inform the hazards involved at place of work</li> <li>Ensure sling in good condition, secured loosen item</li> <li>Drink lots of water/proper break time</li> <li>Work inside warehouse</li> </ul>	1	1	1	Acceptable
	• Other party not aware where are you are working	2	1	2		1	1	1	
	• Moving Object (Defective Slings)	2	1	2					
	• Sunlight (Over expose to hot sun, fainted due to dehydration)	2	1	2		1	1	1	
Check equipment condition such as crane, Sling, Pad eye, Shackle	• Object at height (drop object)	2	1	2	<ul style="list-style-type: none"> <li>Visual inspection on load area</li> <li>Full PPE</li> <li>Visual inspection hoses, valid maintenance checklist &amp; use appropriate type of hose</li> <li>Use proper hand glove (Leather/rigger hand glove)</li> </ul>	1	1	1	Acceptable
	• Pressurized hose (Crack/crack hose on Crane)	2	1	2		1	1	1	
	• Exposure to sharp object	2	2	4		1	2	2	
Check crane before start load equipment	• Moving vehicle (Struck)	2	2	4	<ul style="list-style-type: none"> <li>Switch off engine, engage handbrake, choke tire &amp; emergency signal</li> <li>Proper PPE, supervision &amp; spill kit</li> <li>Full PPE &amp; housekeeping</li> </ul>	1	2	2	Acceptable
	• Solvents/fumes/oil (oil spill, inhalation of toxic fume)	2	2	4		1	2	2	
	• Time pressure (Human error/rushing)	2	2	4		1	2	2	
	• Oily floor (Slippery/trip & fall)	2	2	4		1	2	2	
Check potential drop object on load before entering unload / load area	• Moving vehicle (Struck)	2	2	4	<ul style="list-style-type: none"> <li>Switch off engine, engage handbrake, choke tire &amp; emergency signal</li> <li>Visual inspection on load area</li> <li>Proper PPE, supervision &amp; spill kit</li> <li>Impact glove &amp; proper technique of lifting</li> </ul>	1	2	2	Acceptable
	• Object at height (drop object)	2	3	6		1	3	3	
	• Oily floor (Slippery/trip & fall)	2	2	4		1	2	2	
	• Handling equipment (Pinch point, back injury)	2	2	2		1	2	2	

					• Use push pull stick to remove object				
Measure crane and load height against minimum safe height of electric cable	• Electric shock (Body injury, equipment damage)	2	2	4	<ul style="list-style-type: none"> <li>Visual inspection on load area</li> <li>Supervision</li> <li>Switch off engine, engage handbrake, choke tire &amp; emergency signal</li> <li>Visual inspection on load area</li> <li>Proper PPE, supervision &amp; spill kit</li> <li>Impact glove &amp; proper technique of lifting</li> <li>Use push pull stick to remove object</li> </ul>	1	2	2	Acceptable
	• Moving vehicle (Struck)	2	2	4		1	3	3	
	• Object at height (drop object)	2	3	6					
	• Handling equipment (Pinch point, back injury)	2	2	4		1	2	2	
Mobility of crane	• Moving vehicle (Struck by moving vehicle)	2	2	4	<ul style="list-style-type: none"> <li>Authorized operator, banksman &amp; forklift driver. Visual sight, use of signalman or banksman.</li> <li>Supervision. Banksman, signalman, workers involved should be standing 3ft from vehicle while giving instruction</li> <li>PIC to monitor trailer movement. Beware of speed limit.</li> <li>Good communication between driver, banksman &amp; PIC</li> <li>All personnel involved must fit to work</li> </ul>	1	2	2	Acceptable
	• Falling object due to vibration (uneven road, struck by falling object, sudden stop)	2	3	6		1	3	3	
	• HV cable (Wrong judgement of safe height – electric shock)	2	2	4					
	• Workload (Illness, fatigue, stress)	2	2	4		1	2	2	
Park crane and forklift at designated area ( red zone )	• Moving vehicle (Struck by moving vehicle)	2	2	4	<ul style="list-style-type: none"> <li>Authorized operator, banksman &amp; forklift driver. Visual sight, use of signalman or banksman.</li> <li>Supervision. Banksman, signalman, workers involved should be standing 3ft from vehicle while giving instruction</li> <li>PIC to monitor trailer movement. Beware of speed limit.</li> <li>Good communication between driver, banksman &amp; PIC</li> </ul>	1	2	2	Acceptable
	• Falling object due to vibration (uneven road, struck by falling object, sudden stop)	2	2	4		1	2	2	
Hook-up load	• Tripping hazard	2	2	4	<ul style="list-style-type: none"> <li>Good communication between driver, banksman &amp; Rigger</li> <li>Avoid Line of fire</li> <li>Foreman to coordinate with team members</li> </ul>	1	2	2	Acceptable
	• Body positioning	2	2	4		1	2	2	
	• Material/equipment handling	2	2	4		1	2	2	
	• Exposure to sharp objects	2	2	4		1	2	2	

					<ul style="list-style-type: none"> <li>Wear high impact hand gloves</li> <li>Competent rigging/lifting crew</li> <li>Weather forecast ensure in good weather</li> <li>Stop rigging activity during bad weather</li> </ul>				
Lift the load	<ul style="list-style-type: none"> <li>Uneven crane parking area</li> <li>Suspended load</li> <li>Mechanical failure</li> <li>Lifting operation</li> <li>Lifting operation in bad weather condition</li> </ul>	2	3	6	<ul style="list-style-type: none"> <li>Use crane out rigger and fully secure.</li> <li>Valid PTW</li> <li>Check ground condition.</li> <li>Barricade and signage at the lifting area.</li> <li>Crane inspection</li> <li>Competent crane operator and signalman/rigger</li> <li>Stop operation on bad weather</li> </ul>	1	3	3	Acceptable
Dismantle safety lashing / safety retention	<ul style="list-style-type: none"> <li>Object at height (drop object)</li> <li>Moving object (Struck)</li> <li>Handling equipment (Pinch point, back injury)</li> <li>Time Pressure (Human error/rushing)</li> </ul>	2	2	4	<ul style="list-style-type: none"> <li>Inspect area &amp; use full PPE</li> <li>Switch off engine, engage handbrake, choke tire &amp; emergency signal</li> <li>Beware of hand/finger placement. Wear impact glove. Proper lifting technique.</li> <li>Supervision</li> </ul>	1	2	2	Acceptable
secure offload / load area before trailer mobilizes out from for unload / load area	<ul style="list-style-type: none"> <li>Object at height (drop object)</li> <li>Moving vehicle (Struck by moving vehicle)</li> <li>Pinch point</li> </ul>	2	3	6	<ul style="list-style-type: none"> <li>Visually inspect on load and area</li> <li>Full ppe / certified safety helmet</li> <li>Follow hands free rule mandatory procedure: impact glove</li> <li>Use stifiy hand tool to remove loose object</li> <li>Switch off engine</li> <li>Engage handbrake</li> <li>Apply emergency signal</li> </ul>	1	2	2	
Housekeeping	<ul style="list-style-type: none"> <li>Wet and oily floor</li> <li>Improper housekeeping</li> </ul>	2	2	4	<ul style="list-style-type: none"> <li>Use proper PPE with supervision effectively</li> <li>Clean the affected area</li> <li>Secure all equipment and return to original location</li> </ul>	1	2	2	Acceptable

	<ul style="list-style-type: none"> <li>Contaminated waste</li> </ul>	1	1	1	<ul style="list-style-type: none"> <li>Dispose waste into the oil drum and put labelling</li> <li>Comply with the waste management procedure for waste disposal</li> </ul>	1	1	1	
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S- SEVERITY			
Lost Time Injury	Major Damage	Major Pollution	High (3)
First Aid Injury	Minor Damage	Minor Pollution	Medium(2)
No injury	No Damage	No pollution	Low (1)

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

Work Activity Participants			
Name	Position	Perform Job Before?	Signature
	Supervisor/Foreman	YES/NO	
	Crane operator	YES/NO	
	Signalman	YES/NO	
	Rigger	YES/NO	
	Rigger	YES/NO	

This JHA created by		
Name	Discipline	Position
JOFRI		LOJISTIC

WORK ACTIVITY RESPONSIBILITY	JHA SUBMITTED BY	JHA ACCEPTED BY
<b>Work Leader</b>	<b>Receiving Authority (Supervisor)</b>	<b>Approving Authority (HSSE)</b>
Name:-	Name:-	Name:-
Signature:-	Signature:-	Signature:-
Date:-	Date:-	Date:-

• Spooling

LOCATION	DB Labuan Warehouse	DATE	10.1.2024
TASK	Wire Spooling	JHA REFERENCE NO.	DB/SLS/BASE/SE006(Revision 002)
WORK SITE	DB Workshop	ASSESSMENT TEAM	Henieken, Havbreen, Jossemus & Fredolin

Job Step	Potential Hazard	L	S	R	Control Measures	L	S	R	Result
• Pre job preparation (toolbox meeting)	• Not fully understand the job details before starting the process	2	1	2	<ul style="list-style-type: none"> <li>• Raise questions during meeting</li> <li>• Inform the hazards involved at place of work</li> <li>• Barricade working area to prevent any unauthorized personnel to enter</li> <li>• Social distancing. Wear mask at crowded places. Wash hand &amp; sanitize hand.</li> </ul>	1	1	1	Acceptable
	• Clash of work at workshop area	2	2	4		1	2	2	
	• Other personnel not aware where we are working	2	1	2		1	1	1	
	• Unauthorized personnel entering working area	3	2	6		1	2	2	
	• COVID19 virus infection								
• Equipment preparation	• Hand and finger injury during	2	2	4	<ul style="list-style-type: none"> <li>• Avoid line of fire</li> <li>• Use tag line to guide equipment</li> <li>• Physical inspection of lifting equipment</li> <li>• Valid inspection records</li> <li>• Wear proper PPE</li> <li>• Authorize forklift operator</li> <li>• Proper manual handling/buddy system</li> </ul>	1	2	2	Acceptable
	1. Remove wire drum from rack					1	2	2	
	2. Tie up with belt to lift drum								
	3. Failure of lifting equipment (sling / forklift hydraulic leak)					1	2	2	
	• Dynamic dropped object (struck by load during transfer wire drum)	2	2	4					
• Line of fire	2	2	4						
• Incorrect manual handling	2	2	4						
• Wire drum installation	• Dynamic dropped object (falling wire drum - failure lifting equipment.	2	2	4	<ul style="list-style-type: none"> <li>• Beware of hand position</li> <li>• Knowledge for handling and installing the wire drum</li> <li>• Wear impact glove</li> <li>• Proper manual handling/buddy system</li> <li>• Avoid congested working area/Good communication</li> </ul>	1	2	2	Acceptable
	• Finger pinched by wire drum whilst repositioning process.	2	1	2		1	1	1	
	• Incorrect manual handling								
	• Congested working area								
• High pressure	• Hydraulic oil splash to worker due to	2	2	4	• Inspect hose and its connection	1	2	2	Acceptable

hose	hose burst				<ul style="list-style-type: none"> <li>• Barricade the area</li> <li>• Use proper PPE</li> <li>• Authorize worker to perform the job task</li> </ul>	1	2	2	
	• Swing hydraulic hose cause personnel injury	2	2	4					
• Spool in wire	• Wire broken while spooling process and stabbed operator	2	1	2	<ul style="list-style-type: none"> <li>• Physical inspection of wire condition before spooling activity</li> <li>• Use proper machine guarding</li> <li>• Barricade the area and put warning sign for awareness.</li> <li>• Workers aware with emergency switch shutdown</li> <li>• Wear impact glove</li> <li>• Good communication</li> </ul>	1	1	1	Acceptable
	• Entanglement	2	2	4		1	2	2	
	• Pinch point	2	2	4		1	2	2	
	• Line of fire	2	2	4		1	2	2	
• Housekeeping	• Slip, trip & fall	2	2	4	<ul style="list-style-type: none"> <li>• Eliminated any potential hazard of slip, trip &amp; fall</li> <li>• Supervision, planning &amp; time management</li> <li>• Get rest &amp; drink more water.</li> <li>• Wear proper PPE</li> </ul>	1	2	2	Acceptable
	• Time pressure (human error, rushing)	1	2	2		1	2	2	
	• Fatigue	1	2	2		1	2	2	
	• Working area not secured	3	2	6		1	2	2	

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

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

Work Activity Participants			
Name	Position	Perform Job Before?	Signature
HENIEKEN MABONG	SR MECHANIC	YES	
HAVBREEN ZEPHIRINUS	MECHANIC	YES	
TSA	TSA	YES	

This JHA created by		
Name	Discipline	Position
AMIR FIRDAUS	TECHNICAL	MT

WORK ACTIVITY RESPONSIBILITY	JHA SUBMITTED BY	JHA ACCEPTED BY
<b>Work Leader</b>	<b>Receiving Authority (Supervisor)</b>	<b>Approving Authority (HSSE)</b>
<b>Name:</b> HENIEKEN MABONG	<b>Name:</b> LEONARD RAEYONG	<b>Name:</b> FREDOLIN BIN FLORIAN
<b>Signature:</b>	<b>Signature:</b>	<b>Signature:</b>
<b>Date:</b>	<b>Date:</b>	<b>Date:</b>

• Pressure Test

**JOB HAZARD ANALYSIS**

LOCATION	DB Labuan Warehouse	DATE	9.1.2024
TASK	Pressure test equipment	JHA REFERENCE NO.	DB/SLS/BASE/PCE007(REVISION 002)
WORK SITE	DB Workshop	ASSESSMENT TEAM	Syaiful, Shamsulyni, Fifie, Gazali, Leonard, & Fredolin

Job Step	Potential Hazard	L	S	R	Control Measures	L	S	R	Result
• Prepare pre job meeting	• To avoid clash of work at workshop area	2	1	2	<ul style="list-style-type: none"> <li>Inform all team nearest workers on working area and description of works</li> <li>Inform the hazards involved at place of work</li> <li>Barricade working area to prevent any unauthorized personnel to enter</li> </ul>	1	1	1	Acceptable
	• Other party not aware where are you are working	2	1	2		1	1	1	
	• Unauthorized personnel entering working area	2	1	2		1	1	1	
• Lifting wireline equipment	• Hand and foot crush during lifting the equipment due to sling break.	2	2	4	<ul style="list-style-type: none"> <li>Physical inspection of lifting equipment.</li> <li>Valid inspection records</li> <li>Stay away from the weight</li> <li>Don't stand between load</li> <li>Assign experience signal man</li> <li>Beware of hand and foot position.</li> </ul>	1	2	2	Acceptable
	• Body caught between load	2	3	6		1	3	3	
	• Finger pinched while repositioning the equipment	2	2	4		1	2	2	
	• Equipment dropped due to lifting equipment failure.	2	2	4		1	2	2	
• Pressure test	• Oil spilled & fitting burst	2	2	4	<ul style="list-style-type: none"> <li>Make sure safety pin properly installed &amp; use lock pin</li> <li>Barricade the area &amp; do house keeping</li> <li>Make sure "0" pressure prior to disconnect all joints</li> <li>Wear safety boot and keep house keeping.</li> <li>Pressurized slowly and gradually</li> <li>Barricade area.</li> <li>Make announcement before pressure test</li> <li>Pressure test at hydrotest bay/3<sup>rd</sup> party's premise.</li> </ul>	1	2	2	Acceptable
	• Tripping hazard	2	2	4		1	2	2	
	• Pressure trapped	2	3	6		1	3	3	
	• Slipped off	2	2	4		1	2	2	
	• Explode/burst(High pressure)	2	4	8		1	4	4	

• Housekeeping	• Slip, trip & fall	2	2	4	<ul style="list-style-type: none"> <li>Beware of surrounding (line of fire)</li> <li>Eliminated any potential hazard of slip, trip &amp; fall</li> <li>Supervision, planning &amp; time management</li> <li>Get rest &amp; drink more water.</li> <li>Wear proper PPE</li> </ul>	1	2	2	Acceptable
	• Time pressure (human error, rushing)	2	2	4		1	2	2	
	• Fatigue	2	2	4		1	2	2	

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

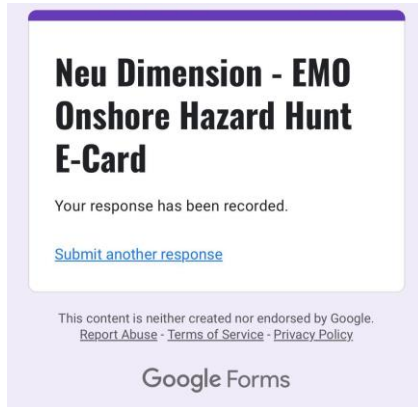
R- RATING			RESULT	
3	6	9	6-9	Unacceptable
2	4	6	3-4	Tolerate
1	2	3	1-2	Acceptable
Low (1)	Medium (2)	High (3)		
Remote	Possible	Probable		
L- LIKELIHOOD				

Work Activity Participants			
Name	Position	Perform Job Before?	Signature
SYAIFUL	PCE TEAM LEADER	YES	
SYAMSULYNI	PCE TECH	YES	
FIFIE	PCE TECH	YES	
TSA	TSA	YES	

This JHA created by		
Name	Discipline	Position
FADZLIN	HSSE	HSSE OFFICER

WORK ACTIVITY RESPONSIBILITY	JHA SUBMITTED BY	JHA ACCEPTED BY
<b>Work Leader</b>	<b>Receiving Authority (Supervisor)</b>	<b>Approving Authority (HSSE)</b>
Name:- SYAIFUL	Name:- LEONARD RAEYONG	Name:- FREDOLIN BIN FLORIAN
Signature:-	Signature:-	Signature:-
Date:-	Date:-	Date:-

b) Hazard Hunt



c) Safety Talk

