

**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. | <p>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.</p> <p>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.</p> | ✓                  |    |     | C          | - ABLE TO KNOW WHO TO BE SIGN-              |
| b  | Running controls are confirmed as pre-set to required datum.  | <p>Examine evidence on well services toolstring 'zero' reference point ('BDF' and 'BTHF'), interpretation of well diagrams, depth correlation, zero setting on depth counter.</p> <p>Check candidate's under-pinning knowledge via questioning (oral/written), or direct field observation.</p>  | ✓                  |    |     | C          | - ABLE TO KNOW WHO TO ZERO                  |
| c  | Pressures are equalised in accordance with operational requirements and instructions.   | <p>Check evidence on handling types of well services tasks related to differential pressures, well pressures, control-line pressure, &amp; sub-surface safety valve status.</p> <p>Check candidate's under-pinning knowledge via questioning (oral/written), or direct field observation.</p>  | ✓                  |    |     | C          | - ABLE TO KNOW TO HANDLE THE HIGH PRESSURE. |

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 |            |  |
| 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.                     | ✓                  |    |     | C          | -GOOD KNOWLEDGE<br>- FOLLOW GUIDELINES |
| 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.<br>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). | ✓                  |    |     | C          | - ABLE TO PLANE THE JOB                |
| f  | Data is accurately recorded at appropriate times and frequencies in accordance with operational requirements.                   | Check evidence on operation reports (e.g. FTHP, CITHP, CHP, FLP).<br>Check candidate's under-pinning knowledge via questioning (oral/written).  | ✓                  |    |     | C          | - ABLE TO AWARENESS THE JOB            |
| g  | Operational report is presented in an appropriate format and submitted to the relevant personnel.                               | Confirm with product evidence. Operation reports required.  | ✓                  |    |     | C          | - UNDERSTAND ALL THE PAPERWORK         |

Legend:

Source of Evidence:

|     |                         |
|-----|-------------------------|
| O/I | Observation / Interview |
| C   | Competent               |




SD Supporting Document

|     |                     |
|-----|---------------------|
| SD  | Supporting Document |
| NYC | Not Yet Competent   |

Q/A Written Questions & Answers

|     |                             |
|-----|-----------------------------|
| Q/A | Written Questions & Answers |
|-----|-----------------------------|

| OVERALL SCORE | STRONG |   |   | ADEQUATE |   |   | IMPROVEMENT NEEDED |   |   |
|---------------|--------|---|---|----------|---|---|--------------------|---|---|
|               | 10     | 9 | 8 | 7        | 6 | 5 | 4                  | 3 | 2 |
|               |        |   |   |          |   |   |                    |   |   |

|   |   |   |
|---|---|---|
| <b>Assessed by:</b><br>(Operator)<br><i>James Brody</i><br>(Name)<br><br>Signature<br>4/7/24<br>Date | <b>Agreed by:</b><br>(TSO)<br><i>m. yoni</i><br>(Name)<br><br>Signature<br>4/07/24<br>Date | <b>Verified by:</b><br>(FSM)<br>AFIC AIMAN BIN HASSAN<br>Field Service Manager<br>DIMENSION BID (M) SDN BHD<br>(Name)<br><br>Signature<br>4/7/24<br>Date |
|---|---|---|

**SITE OBSERVATION CHECKLIST**Unit: CAP 1.3 **EXECUTE THE WELL SERVICES OPERATIONS**Element: CAP 1.3.1 **Enter the well bore**

| PC      | Description   | Yes | No |
|---------|---|-----|----|
| a       | A valid PTW in place  | /   |    |
| a       | Use proper PPE at the work-site   | /   |    |
| a, d    | Discard of wire   | /   |    |
| e       | Torsion testing of wire end   | /   |    |
| a, d    | Correct lubricator, BOP configuration in the rig up                       | /   |    |
| a       | Safety sling used on lubricator after rig-up                              | /   |    |
| b       | Correct size of measuring wheel in use                                    | /   |    |
| a       | Check sufficient stock of diesel fuel prior to well entry                 | /   |    |
| d       | Proper toolstring configuration make-up for the job                       | /   |    |
| e       | Service tools 'pre-check' prior to make-up and run-in-hole                | /   |    |
| a, c    | Checking of well pressures  | /   |    |
| a, c, d | Isolate and switch over of SSV & SC-SSV from station ESD system to SWCP   | /   |    |
| c       | Ensure the SC-SSV is equalised and in 'open' position prior to well entry | /   |    |
| b, d    | Proper toolstring 'zero' reference point                                  | /   |    |
| b       | Well diagram for well entry reference                                     | /   |    |
| d       | Check toolstring 'hanging' weight and 'pulling' weight                    | /   |    |
| d       | Operator's awareness of gas or liquid column inside the well              | /   |    |
| f       | Operator's awareness on data recording – time and depth                   | /   |    |
| g       | Preparation of operation report. A copy required for evidence             | /   |    |