



SLICKLINE ASSISTANT PERFORMANCE ASSESSMENT FEEDBACK

(PART 1: To be completed by Assessor)

Name	LENNON CHUNG	COB Date	3/22/2023
Position	Wireline Assistant III	RTB Date	4/17/2023
Client	ROC OIL	Location	D21JT-A
Platform	D35	Well	Well A-11L, Well A-09S
Assessed By	Name: MACDONALD NGILO	Position:	SLICKLINE OPERATOR

Assessment Criteria	Rating (Please √ where appropriate)
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Safety Awareness

- a. Usage of Personal Protective Equipment Excellent Very Good Good Satisfactory Poor
- b. Participation in ACT Excellent Very Good Good Satisfactory Poor
- c. Understanding of PTW System Excellent Very Good Good Satisfactory Poor
- d. Worksite House Keeping Excellent Very Good Good Satisfactory Poor

Work Competency

- a. Pre-job Preparation Excellent Very Good Good Satisfactory Poor
- b. Surface Equipment Rig-up Process Excellent Very Good Good Satisfactory Poor
- c. Tools/Equipment Preparation Excellent Very Good Good Satisfactory Poor
- d. Equipment Problem Trouble Shooting Capability Excellent Very Good Good Satisfactory Poor
- e. Downhole Tools Servicing/Redressing/Maintenance Excellent Very Good Good Satisfactory Poor
- f. Initiative and Creativity Excellent Very Good Good Satisfactory Poor
- g. Decision Making Capability Excellent Very Good Good Satisfactory Poor
- h. Understanding of Job Scope Excellent Very Good Good Satisfactory Poor
- i. Tools Inventory Preparation & Reporting Excellent Very Good Good Satisfactory Poor
- j. Work Quality Excellent Very Good Good Satisfactory Poor
- k. Reporting Excellent Very Good Good Satisfactory Poor

Others

- a. Punctuality and Time Keeping Excellent Very Good Good Satisfactory Poor
- b. Teamwork Excellent Very Good Good Satisfactory Poor
- c. Communication Excellent Very Good Good Satisfactory Poor
- d. Leadership Skills Excellent Very Good Good Satisfactory Poor
- e. Adaptability to Work Environment/Surrounding Excellent Very Good Good Satisfactory Poor
- f. Attitude Excellent Very Good Good Satisfactory Poor
- g. Discipline Excellent Very Good Good Satisfactory Poor

OVERALL PERFORMANCE

- Excellent Very Good Good Satisfactory Poor

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

Able to work around his colleague and very hardworking. Able to do work by himself without constant instruction and work independently.

Able to receive instruction and do work correctly.

Give good cooperation and he also consider fast learner.

Keep it up and good job.

Assessed By : _____
Name : MACDONALD NGILO
Date : 4/17/2023

Agreed By : _____
Name : LENNON CHUNG
Date : 17/4/2023



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(PART 2: To be completed by Employee and Assessor)

Type of Task	Tasks Performed	Assessor Comment
1. Pre-Job Preparation	1) GET APPROVE PTW ONSITE,DISCUSS ABOUT JHA,GET THE WELL HANDOVER , TOOLBOX TALK AMONG CREW. 2) CHECK ALL HOSES WAS TIGHT AND SECURE 3) ENSURE ALL TOOLS BEING PREPARED PRIOR TO JOB BEING PERFORM 4) BARRICADE WORKSITE & WELLHEAD ARE BEFORE PERFORM RIGGING UP 5) CHECK WELL CONDITION TO KNOW IF THERES POTENTIAL PASSING ON VALVE 6) WALK THE LINE BEFORE START RIGGING UP AND IDENTIFY ANY HAZARD	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
2. Surface Equipment Rig-up	A) MAKE UP PCE EQUIPMENT B)PUT GREASE ON ALL LUB CONNECTION BEFORE CONNECTING IT C)CHECK O-RING BEFORE MAKE UP THE LUBRICATOR D)CHECK ANY DAMAGE ON ALL LUB THREAD E)HOOK UP ALL HOSES & CHECK ALL HOSES FOR ANY DAMAGE BEFORE USE F)CHECK ALL PCE EQUIPMENT VALIDITY BEFORE USE G)MAKE UP ROPE SOCKET H)ENSURE ALL SHACKLE SECURE WITH SAFETY PIN	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input checked="" type="checkbox"/> Detail	
3. Tools / Equipment Preparation	1) SERVICE & FUCTION TEST TOOL BEFORE USING IT 2) STANBY FXE VALVE PULLING AND RUNNING TOOLS 3) CHECK ANY THREAD DAMAGE ON TOOLS BEFORE/AFTER USE,ALSO CHECK THE SHEAR PIN ON PULLING TOOL 4) FILE ANY TOOLS THAT HAVE SHARP EDGES TO PREVENT FROM BEING CUT 5) CLEAN ANY TOOL THAT IS STUCK DUE T RUSTY 6) STANBY RUNNING/PULLING AND INVENTORY TOOLS IF NECESSARY	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input checked="" type="checkbox"/> Broad <input type="checkbox"/> Detail	
4. Equipment	4.1 PP 1) CHECK RADIATOR WATER 2) CHECK HYDRAULIC LEVEL CHECK 3) TOP UP FUEL IF NEEDED 4) CHECK ENGINE OIL LEVEL 5) CHECK IF TEMP LEVEL IS WORKING 6) CLEAN FLAME TRAP IF NEEDED 7) PRESSURE GAUGE FOR PUMP IS WORKING WELL 8) CHECK ALL CONNECTING & HOSES IF ANY LEAK	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input checked="" type="checkbox"/> Broad <input type="checkbox"/> Detail	
	4.2 AC	
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
4.3 GS		
	Assessor's Evaluation: Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	

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(PART 2: To be completed by Employee and Assessor)

Type of Task	Tasks Performed	Assessor Comment
Assessor's Evaluation:	4.4 CP 1) FLUSHING SSV LINE & SCSSV BEFORE HOOK UP HOSES 2) OPERATE THE CP(SSV 3000PSI)(SCSSV 3800PSI) 3) FUNCTION TEST CP (PUMP) 4) CHECK CP HOSES IF ANY DAMAGE 5) TOP UP HYDRALIC IF NEEDED 6) CHECK HOSES CONNECTION IF THERE ANY LEAK	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input checked="" type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.5 TP	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.6 PCE 1) PERFORM HYDROTEST 2) IDENTIFY TYPE OF CONNECTION & MAKE UP 3) PUT GREASE ON ALL THREAD LUBRICATOR 4) CHECK O-RING CONDITION 5) OPERATE & FUNCTION TEST THE BOP 6) MAKE SURE ALL PCE IS VALID 7) FUNCTION TEST ALL PCE (BOP,QTS,BALL VALVE) 8) CHANGE SBX PACKING	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input checked="" type="checkbox"/> Detail	
Assessor's Evaluation:	4.7 Mast	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.8 WEIGHT & MEASURING DEVICES(COMBI GAUGE) 1) FLUSH HOSE AND PUMP W15 FLUID 2) CHECK ODOMETER CONDITION 3) FILL UP HYDRAULIC OIL AT THE HYDRAULIC WIRE TANK	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input checked="" type="checkbox"/> Broad <input type="checkbox"/> Detail	
Assessor's Evaluation:	4.9 Downhole Tools 1) CHECK & SERVICE DHT 2) PINNING & FUNCTION TEST DHT 3) MAKE UP TOOLSTRING 4) PRPEARE AND CHANGE DAMAGE SPARE PART ON DAMAGE DHT 5) CHECK ANY FAULTY ON DHT THAT BEING USED 6) ENSURE ALL THREADED TOOLS BEING SECURE TIGHY	
	Level of Skill & Knowledge <input type="checkbox"/> Awareness <input type="checkbox"/> Basic <input type="checkbox"/> Broad <input type="checkbox"/> Detail	

JOB DETAIL:

DATE	WELL NO.	JOB TYPE	STATUS (COMPLETE / INCOMPLETE)
22/3-13/4	Well A-11L	RETRIEVE TUBING PATCH, TCC, WELL LEAK VIVID LOGGING	COMPLETED
14/4-17/4	WELL A-09S	TCC, SGS, FGS	IN PROGRESS