

JFE LEARNING MODULE

DIMENSION BID

TASKSHEET 12 - Job Planning and Preparation

OBJECTIVES

Upon completion this task you should be able to:

THEORY

| | | |
|----|---|---|
| 1 | Explain on the operation phases for our operation. | ✓ |
| 2 | List down people involved on the operation from the top management until base support team. | ✓ |
| 3 | Describe requirements and importance of pre-job and post-job mobilization in CHS. | ✓ |
| 4 | List down operation procedures in CHS | ✓ |
| 5 | Explain in detail on job design/planning/preparation and the importance of it. | ✓ |
| 6 | List down document and checklist needed during pre-mob briefing | ✓ |
| 7 | Explain in detail on job execution and what paperwork needed to fill up daily. | ✓ |
| 8 | List down document that need to be signed by CSR onboard | ✓ |
| 9 | Explain in detail on the post job and the importance of it. | ✓ |
| 10 | List down document and checklist needed during post job debrief | ✓ |
| 11 | Explain the importance of SSP and checklist inside it. | ✓ |
| 12 | Explain about QMS and the importance to understand about it | ✓ |
| 13 | Explain on ISO 9001:2015 and API Spec Q2. Differentiate between both of it | ✓ |

Grade:

100 %

Supervisor
Signature:

PRACTICAL

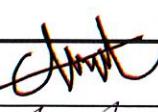
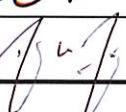
| | | |
|---|---|---|
| 1 | Create a job program for 1 well based on the info given. | ✓ |
| 2 | Create a job folder using the standard template and transfer the job folder into the server. Print hardcopy as well and put in folders. | ✓ |
| 3 | Mock up a job preparation and perform Pre-Mob Job Briefing and Post Job Debrief with FSM. | ✓ |

Grade:

100 %

Supervisor
Signature:

COMMENTS BY SUPERVISOR

| | | | | | |
|-----------------|---------------------|--------------------|---|-------|------------|
| Name: | CLEMENT EMANG YUSUP | Signature: |  | Date: | 3/10/2023 |
| Manager's Name: | FATIAS | Manager Signature: |  | Date: | 03/10/2023 |