

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								
<table border="1"> <tr> <td>Name: <i>Firdaus Awan</i></td> <td>Signature: </td> <td>Date: </td> </tr> <tr> <td>Manager's Name: <i>Farris M. Firdaus</i></td> <td>Manager Signature: </td> <td>Date: 04/12/23</td> </tr> </table>			Name: <i>Firdaus Awan</i>	Signature: 	Date:	Manager's Name: <i>Farris M. Firdaus</i>	Manager Signature: 	Date: 04/12/23
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