

ASSESSMENT CHECKLISTUnit: CAP 1.3 **EXECUTE THE WELL SERVICES OPERATIONS**Element: CAP 1.3.2 **Run and manipulate surveying and non-setting toolstring**

| 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. | Examine evidence (e.g. PTW, minutes of pre-job safety/toolbox meeting, job hazard analysis worksheet, job report) provided to confirm compliance. Check candidate's answers to oral/written questions and by direct observation to confirm that he is familiar with : <ul style="list-style-type: none">- Wireline procedures governing well preparation and equipment rig-up for well entry.- Safety precautions to be taken during the well entry work. | O/I | SD | Q/A | C | |
| b | Survey equipment is programmed in accordance with operational requirement. | Examine evidence (e.g. relevant windows print-out or survey results/ report). Check candidate's answers to oral/written questions and by direct observation to confirm understanding on the correct procedure and software application to programme the quartz gauges to the requirements of the survey program. | O/I | SD | | C | |

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| | | | O/I | SD | Q/A | | |
| c | Surface and down-hole equipment is manipulated within agreed operating limits for the work being performed. | <p>Confirm via evidence (e.g. job report, and work action program).</p> <p>Check candidate's answers to oral/written questions, written assignment and by direct observation to confirm :</p> <ul style="list-style-type: none"> - he is familiar with wireline procedures governing the running of various types of survey and non-setting well entry work. - his knowledge on allowable limits on speed, line tension for the specific job. - his understanding on the correct technique of operating the wireline winch unit. | O/I | SD | Q/A | C | He knows how to operate unit, but must improve technique. |
| d | Faults and defects are accurately identified and appropriate remedial actions taken in accordance with operational requirements. | <p>Confirm via evidence (e.g. job report).</p> <p>Check candidate's answers to oral/written questions and by direct observation to ascertain underpinning knowledge on troubleshooting technique and ability to rectify faults.</p> | O/I | | Q/A | C | |
| e | Calculations required to ensure safe and effective operation are accurate, and are carried out as necessary. | <p>Confirm via evidence (e.g. job report).</p> <p>Check candidate's answers to oral/written questions and by direct observation to confirm that he understand the importance and need to invoke and apply appropriate calculations for certain aspects of the job.</p> | O/I | | Q/A | C | |

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| | | | O/I | SD | Q/A | | C / NYC |
| f | Data is accurately recorded at appropriate times and frequencies in accordance with operational requirements. | Confirm via evidence (e.g. job report). Check candidate's answers to oral/written questions and by direct observation to confirm he understands the importance of recording relevant data with respect to the specific job, e.g. recording of tool string weight at various mode and depth intervals, monitoring and recording of relevant surface pressures of the well and tagging liquid/fluid level in the well. | O/I | | Q/A | | Good practice by he, record pressure(CH P, FITHP&TH P) before inter the well. -While operate unit and run in hole, he record P/W, H/W&R/ W. |

Legend:Source of Evidence:

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| O/I |
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 Observation / Interview

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| SD |
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 Supporting Document

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| Q/A |
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 Written Questions & AnswersCompetence

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| C |
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 Competent

| |
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| NYC |
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 Not Yet Competent

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

SITE OBSERVATION CHECKLIST**Unit: CAP 1.3 EXECUTE THE WELL SERVICES OPERATIONS****Element: CAP 1.3.2 Run and manipulate surveying and non-setting toolstring**

| PC | Description | Yes | No |
|------|--|-----|----|
| a | Approved PPEs are used by self and crew members | Y | |
| | Check integrity of swab and flowline valves | Y | |
| | Check equipment due date and passport still valid | Y | |
| | PTW applied and duly signed by authorised and approval signatories | Y | |
| | Gas test carried out by a certified gas tester prior to starting the w/line power pack | Y | |
| | Correct lubricator configuration used and rig up procedure is followed | Y | |
| | Safety line for lubricator is in place and properly/correctly secured | Y | |
| | Reel skid is properly secured | Y | |
| | Work area is cordoned off with barrier tape | Y | |
| | SWCP is properly hooked up and function/pressure tested | Y | |
| | H ₂ S personal detector used (where applicable) | Y | |
| | Lubricator assembly de-pressurised through properly secured hose to downwind side | Y | |
| | Count number of rounds to open/close Christmas tree valves | Y | |
| b | Correct shear pin (where applicable) is installed in the service tool | Y | |
| | For SGS and FGS dummy sinker run made | Y | |
| | Is SWCP also hooked up to the SC-SSV and function tested | Y | |
| | Are survey gauges handled and programmed correctly | Y | |
| | Are the battery packs checked to confirm capacity and integrity | Y | |
| c, f | Demonstrate preparation of SST & hanger and DHSIT | Y | |
| | Record toolstring assembly | Y | |
| | Toolstring is zeroed correctly and depth counter set appropriately | Y | |
| | Check weight indicator system functioning satisfactorily | Y | |

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| PC | Description | Yes | No |
|------|---|-----|----|
| c, f | Record toolstring weight prior to RIH | Y | |
| | Well is close-in momentarily when running/pulling sinker or gauges through WR SC-SSV, straddle and/or pack-off during FGS | Y | |
| | Survey gauges are hung at correct depth intervals | Y | |
| | Toolstring RIH using hydraulic control, not brake control | Y | |
| | Check brake system functioning satisfactorily | Y | |
| | Check toolstring hanging and pulling weight at regular interval | Y | |
| | Slow down and take precautions while passing through tubing accessories | Y | |
| | Record depths correlation of tubing accessories with well diagram | Y | |
| | Read weight indicator correctly to check HUD | Y | |
| | Read weight indicator correctly to check extent of link jar opening | Y | |
| | Liquid/fluid level is recorded accurately | Y | |
| | Appropriate line tension when performing jarring up operations | Y | |
| | Appropriate power pack RPM while performing jarring operations | Y | |
| | Correct speed control while POOH using hydraulic control, not brake control | Y | |
| d, f | Weight indicator system properly checked for satisfactory operations | Y | |
| | Demonstrate how to flush and replenish fluid of Weight indicator system | Y | |
| | Physical check on wire condition | Y | |
| | Torsion or wrap test on wire carried out correctly | Y | |
| | Check conditions of measuring and pressure wheels, hay pulley and stuffing box sheave | Y | |
| | Check counter and cable, and accessories to ensure correct/proper functions | Y | |
| | Pre-checks are carried out on the w/line winch and power pack prior to start-up | Y | |
| | Check conditions of toolstring's components and service tools | Y | |
| | Measure OD of drifts, gauge cutters, swaging tool, tubing broach, wire scratchers, LIBs, etc | Y | |

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|------------------------------|---|--|
| LIBs are correctly redressed | Y | |
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| PC | Description | Yes | No |
|----|--|-----|----|
| e | Sufficient lubricator length for the specific job | Y | |
| | Demonstrate method of estimating length of wire on reel skid | Y | |
| | Demonstrate method of estimating depth reading of re-entry of rope socket into tubing tail | Y | |
| | Toolstring weight determination to overcome pressure and friction force at stuffing box | Y | |
| | Toolstring weight determination to provide effective jarring force | Y | |
| f | Check integrity of pressure recording instruments, e.g. pressure gauges, recorders | Y | |
| | Record appropriate surface pressures at wellhead | Y | |
| | Use of pressure recorder during surveys | Y | |