



SLICKLINE ASSISTANT PERFORMANCE ASSESSMENT FEEDBACK

(PART 1: To be completed by Assessor)

Name	LESTER JAKE	COB Date	26/04/2024
Position	WIRELINE ASSISTANT III	RTB Date	20/05/2024
Client	ROC OIL	Location	D35 COMPLEX
Platform	D21JT-A	Well	A-13L, A-9, A-12, A-11
Assessed By	Position: SLICKLINE OPERATOR		

Assessment Criteria	Rating (Please <input checked="" type="checkbox"/> where appropriate)				
Safety Awareness					

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

<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Very Good	<input type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor
<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Very Good	<input type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor
<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Very Good	<input type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor
<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Very Good	<input type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor

Work Competency

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

<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Very Good	<input type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor
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Others

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

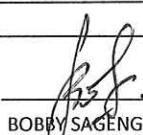
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<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Very Good	<input type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor

OVERALL PERFORMANCE

<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Very Good	<input type="checkbox"/> Good	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Poor
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REMARKS/COMMENTS/FEEDBACK ON PERFORMANCE OR AREAS OF IMPROVEMENT:

- A reliable and hard working person. Managed his work task independently and accordingly without supervision.
- He displays a strong personal commitment in completing all task given and consistently demonstrate high quality of work.
- Overall performance excellent. He is highly potential and strongly qualified for advancement as a Senior Technician.

Assessed By : 
 Name : BOBBY SAGENG
 Date : 20/05/2024

Agreed By : 
 Name : LESTER JAKE
 Date : 20/05/2024

SLICKLINE ASSISTANT PERFORMANCE ASSESSMENT FEEDBACK

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

Type of Task	Tasks Performed	Assessor Comment								
1. Pre-Job Preparation	A)PERFORM PRE CHELIST ON ALL EQUIPMENT B)TO CHECL ALL HOSES WAS TIGHT AND SECURE C)ENSURE ALL TOOLS BEING PREPARED PRIOR TO JOB BEING PERFORM D)ENSURE ALL PRESSURE HOSE FROM PP TO RSU BEING SECURE WITH WEB CHECK E)BARRICADE WORKSITE & WELLHEAD AREA BEFORE PERFORME RIGGING UP F)CHECK WELL CONDITION TO KNOW IF THERES POTENTIAL PASSING ON VALVE G)WALK THE LINE BEFORE START RIGGING UP AND IDENTIFY ANY HAZARD H)TOOLBOX MEETING BEFORE PROCEED TO JOB									
	Assessor's Evaluation: Level of Skill & Knowledge <table style="margin-left: 20px;"> <tr> <td><input type="checkbox"/></td> <td>Awareness</td> <td><input type="checkbox"/></td> <td>Basic</td> <td><input type="checkbox"/></td> <td>Broad</td> <td><input checked="" type="checkbox"/></td> <td>Detail</td> </tr> </table>	<input type="checkbox"/>	Awareness	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Broad	<input checked="" type="checkbox"/>	Detail	
<input type="checkbox"/>	Awareness	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Broad	<input checked="" type="checkbox"/>	Detail			
2. Surface Equipment Rig-up	A)MAKE UP PCE B)PUT GREASE ON ALL LUB CONNECTION BEFORE CONNECTING IT C)CHECK O-RING BEFORE MAKE UP THE LUBRICATOR D)DISCARD WIRE IF NEEDED E)CHECK ANY DAMAGE ON ALL LUB THREAD F)HOOK UP ALL HOSES & CHECK ALL HOSES FOR ANY DAMAGE BEFORE USE G)CHECK ALL PCE EQUIPMENT VALIDITY BEFORE USE H)MAKE UP ROPE SOCKET I)ENSURE ALL SHACKLE SECURE WITH SAFETY SLING									
	Assessor's Evaluation: Level of Skill & Knowledge <table style="margin-left: 20px;"> <tr> <td><input type="checkbox"/></td> <td>Awareness</td> <td><input type="checkbox"/></td> <td>Basic</td> <td><input checked="" type="checkbox"/></td> <td>Broad</td> <td><input type="checkbox"/></td> <td>Detail</td> </tr> </table>	<input type="checkbox"/>	Awareness	<input type="checkbox"/>	Basic	<input checked="" type="checkbox"/>	Broad	<input type="checkbox"/>	Detail	
<input type="checkbox"/>	Awareness	<input type="checkbox"/>	Basic	<input checked="" type="checkbox"/>	Broad	<input type="checkbox"/>	Detail			
3. Tools / Equipment Preparation	A)SERVICE & FUCTION TEST TOOL BEFORE USING IT B)CHECK ANY THREAD DAMAGE ON TOOLS BEFORE/AFTER USE C)FILE ANY TOOLS THAT HAVE SHARP EDGES TO PREVENT FROM BEING CUT D)CLEAN ANY TOOL THAT IS STUCK DUE TO WAX E)INVENTORY TOOLS IF NECESSARY									
	Assessor's Evaluation: Level of Skill & Knowledge <table style="margin-left: 20px;"> <tr> <td><input type="checkbox"/></td> <td>Awareness</td> <td><input type="checkbox"/></td> <td>Basic</td> <td><input checked="" type="checkbox"/></td> <td>Broad</td> <td><input type="checkbox"/></td> <td>Detail</td> </tr> </table>	<input type="checkbox"/>	Awareness	<input type="checkbox"/>	Basic	<input checked="" type="checkbox"/>	Broad	<input type="checkbox"/>	Detail	
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4. Equipment	4.1 PP A)CHECK RADIATOR WATER B)CHECK HYDRAULIC LEVEL CHECK C)TOP UP FUEL IF NEEDED D)ANY FAULTY ON PP BEFORE START E)CHECK ENGINE OIL LEVEL F)CHECK IF TEMP LEVEL IS WORKING G)CLEAN FLAME TRAP IF NEEDED H)PRESSURE GAUGE FOR PUMP IS WORKING WELL I)CHECK ALL CONNECTING & HOSES IF ANY LEAK									
	Assessor's Evaluation: Level of Skill & Knowledge <table style="margin-left: 20px;"> <tr> <td><input type="checkbox"/></td> <td>Awareness</td> <td><input type="checkbox"/></td> <td>Basic</td> <td><input type="checkbox"/></td> <td>Broad</td> <td><input checked="" type="checkbox"/></td> <td>Detail</td> </tr> </table>	<input type="checkbox"/>	Awareness	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Broad	<input checked="" type="checkbox"/>	Detail	
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4.2 AC										
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4.3 GS										
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Type of Task	Tasks Performed	Assessor Comment			
	4.4 CP A)HOOK UP HOSES B)OPERATE THE CP C)FUNCTION TEST CP (PUMP) D)CHECK CP HOSES IF ANY DAMAGE E)TOP UP HYDRALIC IF NEEDED F)CHECK HOSES CONNECTION IF THERE ANY LEAK				
Assessor's Evaluation:	Level of Skill & Knowledge	<input type="checkbox"/> Awareness	<input type="checkbox"/> Basic	<input type="checkbox"/> Broad	<input checked="" type="checkbox"/> Detail
	4.5 TP A)HOOK UP THE HOSES B)OPERATE THE TEST PUMP C)FUNCTION TEST D)CHECK HOSES IF ANY DAMAGE E)CHECK TP HOSES IF THERE ANY LEAK DURING PRESSURE UP				
Assessor's Evaluation:	Level of Skill & Knowledge	<input type="checkbox"/> Awareness	<input type="checkbox"/> Basic	<input checked="" type="checkbox"/> Broad	<input type="checkbox"/> Detail
	4.6 PCE A)PERFORM HYDROTEST B)IDENTIFY TYPE OF CONNECTION & MAKE UP C)PUT GREASE ON ALL THREAD LUBRICATOR D)CHECK O-RING CONDITION E)OPERATE & FUNCTION TEST THE BOP F)MAKE SURE ALL PCE IS VALID G)FUNCTION TEST ALL PCE (BOP,QTS,BALL VALVE) IS IN COOD CONDITION H)CHANGE SBX PACKING				
Assessor's Evaluation:	Level of Skill & Knowledge	<input type="checkbox"/> Awareness	<input type="checkbox"/> Basic	<input checked="" type="checkbox"/> Broad	<input type="checkbox"/> Detail
	4.7 Mast A) HOOK UP THE HOSES B) FUNCTION TEST C) CHECK HOSES IF ANY DAMAGE D) CHECK TP HOSES IF THERE ANY LEAK DURING PRESSURE UP				
Assessor's Evaluation:	Level of Skill & Knowledge	<input type="checkbox"/> Awareness	<input type="checkbox"/> Basic	<input type="checkbox"/> Broad	<input checked="" type="checkbox"/> Detail
	4.8 WEIGHT & MEASURING DEVICES A)FLUSH HOSE AND PUMP W15 FLUID B)CHECK ODOMETER CONDITION C)SERVICE BEARING AT PRESSURE WHEEL, MEASURE WHEEL & TRAVERSE ASSEMBLY D)SPRAY ODOMETER CABLE WITH WD40 TO PREVENT FROM CORRISION				
Assessor's Evaluation:	Level of Skill & Knowledge	<input type="checkbox"/> Awareness	<input type="checkbox"/> Basic	<input checked="" type="checkbox"/> Broad	<input type="checkbox"/> Detail
	4.9 Downhole Tools A)SERVICE DHT B)PINNING & FUNCTION TEST DHT C)MAKE UP TOOLSTRING D)PERFORM PM ON DHT INSIDE TOOLBOX E)PRPEARE AND CHANGE DAMAGE SPARE PART ON DAMAGE DHT F)CHECK ANY FAULTY ON DHT THAT BEING USED G)ENSURE ALL SHARP EDGES BEING FILE TO PREVENT FROM HAND CUT H)ENSURE ALL THREADED TOOLS BEING SECURE TIGHTLY				
Assessor's Evaluation:	Level of Skill & Knowledge	<input type="checkbox"/> Awareness	<input type="checkbox"/> Basic	<input checked="" type="checkbox"/> Broad	<input type="checkbox"/> Detail

JOB DETAIL:

DATE	WELL NO.	JOB TYPE	STATUS (COMPLETE / INCOMPLETE)
26/04/2024	A13L	SGS	Complete
30/04/2024	A09S	SGS	Complete
8/5/2024	A12	SGS	Complete
16/05/2024	A11	ZOC	Complete

SLICKLINE ASSISTANT PERFORMANCE ASSESSMENT FEEDBACK

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Type of Task	Tasks Performed	Assessor Comment