

SLICKLINE ASSISTANT

WORKBOOK

IMPORTANT NOTE:

1. Your point of reference to complete this workbook may be obtained from the following
 - Training Manual and any other training materials provided together with this workbook
 - Your Trainer, Assessor (Slickline Operator), Verifier (FSM) or senior colleagues
 - SOP / Quality Procedures & Processors
2. The completion of this Workbook is a joint effort and responsibility between you and your assessor therefore you have the obligation to request from your assessor to be assessed upon your completion of each topic
3. The completion of this Workbook is part of the MANDATORY requirements which you must fulfill to qualify for a promotion
4. Your training program is mostly self-driven, including this Workbook. It requires individual initiatives, dedication and commitment to complete the process.

NAME	SELVESTER SILO ANAK KELLY
DATE OF JOIN	02.09.2024
CONTACT NO.	01117594205
RECEIVED DATE	05.02.2025
DATE COMPLETED	08.02.2025


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Operation Manager
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26/2/25

A. WIRELINE OPERATION BASIC SAFETY PROTECTION

A.1. PERSONAL PROTECTIVE EQUIPMENT

1.1 What is definition of Person Protective Equipment

Personal protective equipment or PPE is equipment used to prevent or minimize exposure to hazards.

1.2 List out all compulsory PPE required to be worn while perform job offshore

- 1.Coverall ✓
- 2.Hard hat ✓
- 3.Safety glass ✓
- 4.Safety shoes ✓
- 5.Impact gloves ✓
- 6.Ear plugs ✓

1.3 List the area where the PPE should be worn while working

- 1.Working on or around hot, wet and slippery surfaces. ✓
- 2.Working when electrical hazards are present. ✓
- 3.Whanding the hazardous substances and uncontained chemicals. ✓
- 4.Working at the high place or place with tendency of falling object. ✓
- 5.Working around overhead tools or machinery. ✓
- 6.Working with highly toxic chemicals or dusty environment. ✓

1.4 List the PPE should be worn while doing maintenance at tools and equipment

- 1.Coverall ✓
- 2.Safety gloves (impact gloves, cut-resistant gloves, latex gloves) ✓
- 3.Safety glasses ✓
- 4.Safety shoes ✓
- 5.Ear plugs ✓
- 6.Hard hats ✓

1.5 PPE should you wear while working in mercury and H₂S are

- 1.Coverall ✓
- 2.Latex gloves ✓
- 3.Safety glasses ✓
- 4.Safety shoes ✓
- 5.Respiratory protection ✓
- 6.Hard hats ✓



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A.2. RESPONSIBILITY

2.1 Employee Responsibilities towards Health, Safety and Environmental (HSE)

Responsible to take reasonable care of your own health, safety and environment of workplace. To report any injuries, strains or illnesses you suffer because of doing your job, your employer may need to change the way you work. ✓

1.2 What are the safety precautions to be taken during tool maintenance at warehouse?

To ensure safety equipment are being used, eliminate any potential safety hazards and making sure environment are in best conditions for work. ✓

2.3 When should we do housekeeping?

Housekeeping should be done after done working, such as after done servicing, once lunch break and before leaving workplace. ✓

2.4 Why housekeeping is important?

To ensure safety, comfort and enjoyment. Also, to make sure there is no missing tool or misplaced tool will occur. ✓

2.5 How should you react while seeing somebody committing into unsafe act/behavior?

To get their acknowledgement on unsafe act/behaviour, taking action such as approaching them and warned to stop work if there is would be injuries while done unsafe behaviour. ✓

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A.3. POLICIES

3.1 List down all DB policies in regards to HSE

- 1. Driving policy
- 2. Drugs and alcohol policy
- 3. Harassment in the workplace policy
- 4. HSSE policy
- 5. PPE policy
- 6. Smoking and vaping policy
- 7. Stop work policy

3.2 What is HSE Policies

Policy that set out general approach to health and safety which consider health issues, personal safety issues, workplace safety issues and environment safety issues.

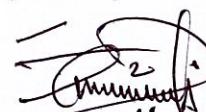
3.3 What is the purpose of 'STOP WORK' policy?

To provides employees or contract workers with the responsibility and obligation to stop work when a perceived unsafe condition or behaviour may result in an unwanted event.

A.4. HAZARD ID AND INCIDENT REPORTING

3.4 How can we report hazard or unsafe act?

Hazard or unsafe act can be reported verbally, electronically or by filling out company UAUC forms that should be available at conspicuous place.



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3.5 If there is an incident happened at workplace what should we do?

Attend to anyone who got hurt and get medical attention and care immediately.
Then file an incident report as soon as possible and inform everything to person in charge. ✓

3.6 What is the incident reporting process?

The process of recording worksite events, including near misses, injuries, and accidents. ✓

3.7 What is the purpose of Hazard Hunt? And how does that help to be safe?

Purpose of Hazard Hunt is to identify risks, opening them up for discussion, and then eliminating them. It helps employees develop a better understanding of the types of hazards they may encounter on the job. ✓

3.8 Please explain what is Near Miss

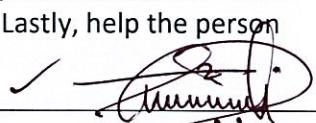
Near Miss is a situation when serious accident or a disaster very nearly happens.

✓

3.9 In case of emergency,

a) Firstly what should you do?

To remain calm and call for person in charge then explain the situation and if there are people who are hurt, tell them how many. Lastly, help the person involves in emergency any can be help.



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b) Where is DB assembly point (Base)?

In front of DB entrance.

✓

3.10 Where can you find the emergency contact Number?

Near to first aid box.

✓

A.5. OPERATIONAL SAFETY

5.1 How to prevent an accident before executing certain job or activities

Do a risk assessments, regulate inspections, wear proper PPE, ongoing and effective training, use safe lifting techniques and create a safe work area.

✓

5.2 What is the purpose of Safety Morning Meeting

To increase safety awareness in the workplace, to remain workers that health and safety are important the job and to bring up attention on incident.

✓

5.3 What is the purpose of briefing and Debriefing

To gain important information or instructions, then debriefing is to allow to reflect on their experience as a participant in study and give feedback.

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5.5 Explain what do you understand from Job Safety Analysis and how does this help you to be safe?

Job Safety Analysis is commonly called as Job Hazard Analysis (JHA) which is to identify safety elements of each job/task by step and teach the employee on how to avoid potential safety hazard. Its help me to be safe in safety and health awareness, which communication between workers and supervisors is improved, and acceptance of safe work procedures is promoted. ✓

5.6 What are the safety precautions to be taken during tool maintenance at warehouse?

Safety precautions during tool maintenance is wearing full PPE such as, wearing gloves, eye protections, safety helmets, safety boots and coverall. Always aware of pinch point which may hurt or attend to injury. Make sure to use tools properly. It is good to keep housekeeping every after tool maintenance to ensure safety. ✓

5.7 What are the safety precautions to be taken during topping up the fuel into Power Pack Tank?

Safety precautions during topping up fuel in Powerpack is wearing latex glove and full PPE such as eye protections, safety helmets, safety boot, and coverall. Avoid fuel or diesel from contact skin, eyes or any body part. Try to avoid breathing in vapours or mists of fuel/diesel. Always clean up floor whenever diesel/fuel spills. Keep cleaning and housekeeping once done fuel. ✓

5.8 What is work permit & why do we need them?

Work permit is a written record which authorized specific work at specific location for a specific period of time. I need for work to be done, which the equipment to be used and which personnel involved so the precautions can be taken while performing the task. It is important so actions can be taken while in an emergency. ✓

5.9 When do we apply the work permit

Work permit should be applied before we going to specific location for a specific work. For applicant, work permit should be ready before work. ✓

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5.10 What are the safety precautions to be taken during test lubricator and BOP?

Check condition/replacement if hose damaged then pressurized slowly and gradually. Perform at 3rd party's hydrotest bay area and barricade area. Ensure the connections are tightened. Install whip check and wear suitable high impact glove. Try to use both hands to operate properly. Make sure to dispose waste into oil drum and put labelling.

5.11 What are the safety precautions to be taken during test Control Panel?

Check condition/replacement if hose damaged then pressurized slowly and gradually. Ensure whip check is installed. Ensure that all needle valves and air regulators are close, then make sure "0" pressure prior to disconnect hose. Makes sure pressure gauge in good condition and verify that test pressure doesn't exceed working pressure. Hydrotesting activity at 3rd party hydrotest bay. Wear suitable high impact gloves and use both hands to operate.

5.12 Why JSA, Risk Assessment and Job Plan need to be discussed among the team member? How does that work?

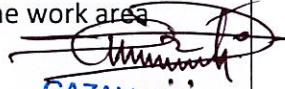
The purpose of all those is to ensure consistent and safe work method. While discussing with team member, we can list down all hazard and try to come out with a good solution to avoid the hazard. It is reducing injury, provides a safe environment and can perform at the best while working as a team.

5.13 While working, you found that there is something unsafe. What should you do?

Report unsafe and unhealth situation or either injuries to our supervisor or HSSE which is Fredoline are in-charge immediately, and try to take responsible actions such as take reasonable care of ourselves and others to avoid unsafe action.

5.14 Before performing a hot work, what must you do/ have to ensure the work is safe

Wear appropriate PPE and ensure all PPE are followed to prevent exposure to flammable gases or vapors. Wear face shield, safety glasses, leather gloves, safety boots, and RFC coverall. Then try to inspect the work area thoroughly before starting. Always test for flammable gases and vapors in the work area before starting hot work.

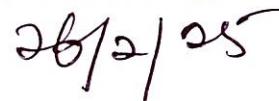

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OTHERS

1. Please attach the supporting documents that you participated in Dimension Bid's Safety program.
 - a) Job Safety Analysis for each activity that you involve during probation period
 - Chipping
 - Painting
 - Lifting
 - Spooling
 - Pressure Test
 - b) Hazard Hunt
 - c) Safety Talk



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Safety Talk



CERTIFICATE OF ATTENDANCE

This Certifies That

Selvester Silo Anak Kelly
from Dimension Bid (M) Sdn. Bhd.

has successfully attended the comprehensive:
Schedule Waste Awareness Training (SWAT)

Date: 3rd January 2025

The participant had learned about the Environmental Quality (Scheduled Wastes) Regulations 2005 – P.U. (A) 294/2005 including 17 Regulations, 7 Schedules, Offshore and Logistic schedule waste management, as well as summarization on the Environmental Quality (Amendment) Act 2024 – Act A1712


Katheza Binti Abd Taufik

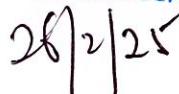
Trainer

COMPETENT PERSON

Certified Environmental Professionals In Schedule Waste Management (CePSWaM)
Serial No: CePSWaM/06543



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