



Competency Assessment Form

Section: 5-1.0.Op 3

Employee Name: _____

Competency: Unit 1 - Operate Critical Sour Wells

Assessment Date: _____

Prerequisite Policies	Ver.	Prerequisite Procedures	Ver.
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Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
Outcome 1.1 Confirm Auxiliary Safety Equipment is in Place			
Performance Criteria			
a) Potential H2S release rate of the well is understood.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
b) Equipment is verified as meeting N.A.C.E standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
c) Double valving requirements are verified in place. (Does the candidate adhere to IRP Volume 15 requirements? (Supervisor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
d) When required, shear rams with sufficient accumulator and N2 backup are verified in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
e) Dual barriers are verified in place for annular and tubing pressure control.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Range Statements			
1. Equipment: BOP stack; BOP manifold; Mud-gas separators; Tubulars; Safety valves; Monitoring equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Essential Knowledge			
1. Equipment requirements under National Association of Corrosion Engineering (N.A.C.E.) Standard MR-01-75	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
2. How to verify that N.A.C.E standards are met.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
3. Industry Recommended Practice (IRP) Volume 15: Snubbing Operations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			



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4. Where double valving is required on the system. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Dual barrier requirements for pressure control. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outcome 1.2 Adhere to Industry Recommended Practices			
Performance Criteria			
a) Operating practices as defined in Industry Recommended Practices (IRP's) are understood and communicated to personnel you supervise. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Pressure tests are conducted to statutory and IRP specifications. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Potential LEL (Lower Explosive Limit) issues are planned for. How do you conduct a hazard assessment for LEL? (What contingencies do you put in place to manage this situation? (Candidate) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Range Statements			
1. Operating practices: Safety and operational meeting; Contingency practices; Pressure testing. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Essential Knowledge			
1. Industry Recommended Practice (IRP) Volume 15: Snubbing Operations Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Snubbing references as contained in: i) Industry Recommended Practice (IRP) Volume 1: Critical Sour Drilling Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. (CONT) ii) Industry Recommended Practice (IRP) Volume 2: Completing and Servicing Critical Sour Wells iii) Industry Recommended Practice (IRP) Volume 6: Critical Sour Underbalanced Drilling Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outcome 1.3 Understand and Communicate Emergency Response Plan			



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Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
a) Existence or non-existence of site-specific Emergency Response Plan (ERP) is verified. (Where is the ERP located on site, and what are the key elements you need to respond to? (Candidate) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Site-specific ERP contents are identified, understood and communicated to your crew. (Does the candidate communicate the ERP contents in a manner that is understood by all? (Crew) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Corporate-level ERP contents are understood and acknowledged. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) CONT (What is our company ERP on a critical sour well? Describe some of the site specific ERP contents that are important. (Candidate) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Attendance at ERP review meeting is confirmed. (Does the candidate ensure that all signatures are ensured on safety meeting? (Crew, others on site) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) H2S and LEL detection apparatus are confirmed on location. (What detection equipment is required on a critical sour well? (Candidate) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Supplied air breathing apparatus (SABA) and self contained breathing apparatus (SCBA) are confirmed in place and operational. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) CONT (What supplied air equipment is required on a critical sour well, and what safety equipment certifications are required to be in place? (Candidate) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Range Statements			
1. Site-specific ERP contents: Unobstructed exit identified; Buddy system; Location of specific safety apparatus. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Essential Knowledge			
1. Practices to ensure the personnel you supervise understand the response requirements as spelt out in the ERP. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Competency Assessment Form

Section: 5-1.0.Op 3

Competency: Unit 1 - Operate Critical Sour Wells

Employee Name: _____

Assessment Date: _____

Assessed Worker Signature

Assessor Signature





Competency Assessment Form

Section: 5-2.0.Op 3

Employee Name: _____

Competency: **Unit 2 - Operate Wells with Surface Pressure Greater than 21 MPa**

Assessment Date: _____

Prerequisite Policies	Ver.	Prerequisite Procedures	Ver.
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Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
Outcome 2.1 Confirm Wellbore Characteristics			
Performance Criteria			
a) The job scope and definition is identified with relevant people. (Does the candidate involve all the right people in defining job scope? ((Supervisor, Crew)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
b) The client requirements in the job are identified. (Does the candidate use effective methods to get a clear handle on your job requirements? (Supervisor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
c) Personal level of responsibility and accountability for job activities, resources and decisions is established.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
CONT(What are your responsibilities on a well with 21MPa+, in order to ensure safety? Candidate Does the candidate ensure that the chain of command is clear before work commences? (Supervisor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Range Statements			
1. Relevant people: Wellsite supervisor; Company field personnel; Health and Safety reps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
2. Client requirements: Value of service; Environmental regulations followed; Confirming resources available to do the job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Essential Knowledge			
1. The importance of maintaining effective working relationships with relevant people and how to do so.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
2. The importance of checking your understanding of the job with relevant people and taking account of their feedback.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Outcome 2.2 Recognize and Communicate High Pressure Hazards and Risks			
Performance Criteria			



Competency Assessment Form

Section: 5-2.0.Op 3

Employee Name: _____

Competency: **Unit 2 - Operate Wells with Surface Pressure Greater than 21 MPa**

Assessment Date: _____

Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
a) The main contingencies which may occur during the running of the job are identified. (Does the candidate make sure that all on site are clear on contingency plans? (Crew, Client) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) The main risks associated with the job are identified. (How do you make sure that you do not overlook key risks on site? (Candidate) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Effective measures to deal with contingencies and risks are communicated to crew. (Does the candidate make sure that all on site are clear on contingency plans? (Crew, Client, others on site) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Range Statements			
1. Main contingencies: Tubing failure; Tubing plug failure; BOP failure; Power pack failure; Accumulator system failure; Down-hole tool failure; Personnel fatigue; Hydrates; Effluents handling. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Main risks: Communications issues; Wellbore control; Simultaneous operations with different service providers; Hazardous operations; Stimulations; H2S; CO2. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Essential Knowledge			
1. Contingencies that may arise in this type of job and measures you intend to use if they occur. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Risk identification and reduction methods to be used. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outcome 2.3 Coordinate Operational Activities in Response to Changing Conditions			
a) Monitoring and evaluation of the job progress is done on an ongoing basis. (Does the candidate evaluate and adjust the job as situations change? (Crews, Client) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Where changes in job activities are warranted, plans and resources are recommended in a way which keeps disruption to a minimum. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Competency Assessment Form

Section: 5-2.0.Op 3

Employee Name: _____

Competency: **Unit 2 - Operate Wells with Surface Pressure Greater than 21 MPa**

Assessment Date: _____

Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
b) CONT (Does the candidate ensure that all involved are clear about their responsibilities when job activities have to change? (Crews, Client) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Higher-level managers are notified promptly and clearly of any need to change job scope and definition with the client. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) CONT (Does the candidate keep you accurately informed when there is a change in job scope? (Management) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Changes in job scope and definition are recorded accurately Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Essential Knowledge			
1. Methods to monitor and evaluate job progress effectively Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The importance of obtaining authorization for all stages of work to start, continue or finish according to your evaluation of progress. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Who needs to be consulted on what types of changes? Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. How to negotiate job adjustments to the satisfaction of all involved. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assessed Worker Signature

Assessor Signature



Competency Assessment Form

Section: 5-3.0.Op 3

Employee Name: _____

Competency: Unit 3 - Perform Snubbing Component of Drilling Rig Operations

Assessment Date: _____

Prerequisite Policies	Ver.	Prerequisite Procedures	Ver.
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Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
Outcome 3.1 Confirm Program to be Followed			
Performance Criteria			
a) Client's objectives are confirmed and discussed for mutual understanding. (Does the candidate consistently ensure that he/she understands your objectives? (Supervisor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
b) Well information is reviewed. (Does the candidate interpret and use the well information accurately? (Supervisor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
c) Drilling rig information is reviewed. (Does the candidate ensure he has a clear picture of rig information? (Supervisor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
d) Safety issues and risks are reviewed with client and crews.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Range Statements			
1. Client's objectives: under balance operations; uncontrolled well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
2. Well info: Casing sizes & depth; Drill string sizes & depth; Down hole tools functions (length, weights & dimensions); Tubing bowl size; String weight; Effluent content; Pressure (bottom hole & surface).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
3. Drilling rig information: Sub structure height; Rotating table opening; BOP size; Derrick height	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
4. Safety issues and risks: Sweet/sour; Pressures; Hydrocarbon production; Drilling crew experience with Snubbing operations; Working with large heavy equipment; Making high torque connections.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Essential Knowledge			



Competency Assessment Form

Section: 5-3.0.Op 3

Employee Name: _____

Competency: **Unit 3 - Perform Snubbing Component of Drilling Rig Operations**

Assessment Date: _____

Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
1. Knowledge of Drilling Rig operations and equipment. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Safe and effective equipment handling techniques, hoisting, lifting, fluid containment and circulation, trip speed. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outcome 3.2 Identify Hazards of Drilling Situation			
Performance Criteria			
a) Safety and operations meeting is conducted according to company and industry requirements. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a) CONT (Does the candidate ensure that you have a clear picture of the job hazards? (Snubbing crew, Contractor, All service personnel) Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Range Statements			
1. Safety & operations meeting: Use Safety Meeting Checklist (including Rigging up method; Personnel responsibilities; Safety responsibilities; Review down hole equipment; Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. CONT Review down hole conditions; Transition points; Well head pressures; Well head expected pressure); Ensure understanding by all in attendance. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Essential Knowledge			
1. How to identify site-specific hazards. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outcome 3.3 Rig In and Out			
a) Rig in and rig out is accomplished according to standard operating procedures. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Stripping on and off is performed according to standard operating procedures. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Competency Assessment Form

Section: 5-3.0.Op 3

Employee Name: _____

Competency: Unit 3 - Perform Snubbing Component of Drilling Rig Operations

Assessment Date: _____

Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
Range Statements			
1. Rig in and rig out: Hoisting method; Hoisting equipment; Hoisting equipment rating; Hoisting equipment position; Adaptor flanges; Spacer spools; Hanger flange.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Essential Knowledge			
1. The industry recommended operating procedures for critical tasks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
2. Equipment and personnel capabilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
3. Company and Industry requirements for rigging in/out.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Outcome 3.4 Perform Job Operations			
Performance Criteria			
a) Requirements for pressure testing are understood.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
b) Blanking plugs and floats requirements are met according to Industry Recommended Practices 15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
c) Requirements for auxiliary equipment are understood.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
d) Safe working practices and agreed safety measures are implemented in accordance with statutory, industry and company requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			
Range Statements			
1. Pressure testing: All pressure containment equipment is pressure rated; Pressure tested after rigging in is completed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments: _____			



Competency Assessment Form

Section: 5-3.0.Op 3

Employee Name: _____

Competency: **Unit 3 - Perform Snubbing Component of Drilling Rig Operations**

Assessment Date: _____

Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
2. Blanking plugs and floats: Sweet or caution wells; Sour or high risk wells; Critical sour wells; Dual barriers. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Requirements for auxiliary equipment: Cranes; Pipe handlers; Hanger flange; Heavy duty tongs; Hose extensions; Equalizing & bleed off loops; Spacer spools; Slips; Safety valves; Mini sub; Flaring equipment. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Safe working practices; Hazard Assessment conducted; Individual operation; Team operation; Use and care of personal protective equipment; Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. CONT Consideration of H2S and other toxic substances; Continuous communication maintained; Reacting to on site emergencies. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Essential Knowledge			
1. Statutory, industry, and company requirements for safety. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Knowledge of Drilling Rig equipment and operations. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Hazards with crane operations and the use of standardized hand signals. Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assessed Worker Signature

Assessor Signature



Competency Assessment Form

Section: 5-4.0.Op 2

Employee Name: _____

Competency: Unit 4 - Additional Specifics

Assessment Date: _____

Prerequisite Policies	Ver.	Prerequisite Procedures	Ver.
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Performance Criteria / Assessment Comments	Requires Supervision*	Independently Competent**	Instructor / Assessor***
Outcome 4.1 - Additional Specifics			
Performance Criteria			
Competently jack heavy pipe unsupervised - 10 to 21 mpa Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Snub pipe supervised <21mpa Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Active with crew training Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fully understanding of pipe talleys/spacing out Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing morning safety meetings Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to write daily ticket/invoices Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spot all equipment as per industry regulations Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand and conduct Rig up/Rig down operations Comments: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assessed Worker Signature

Assessor Signature