

# Goliath Snubbing Ltd Competency Knowledge Assessment - Supervisor 1

## Supervisor 1 Knowledge Assessment

### Unit 1 - Ensure a healthy and safe work environment

#### Ensure adherence to health and safety regulations

1. Name key Health and Safety regulations that must be adhered to?
2. How do you stay up to date on health and safety regulations?
3. Can you describe the consequences to yourself and the company if non-adherence to health and safety regulations is identified?

4. How do you ensure that the people you supervise are complying with health and safety regulations?

#### Ensure adherence to company and client safety requirements

5. Where would you locate the company safety documentation?
6. Where would you locate the client safety documentation?
7. How do you resolve differences in company and client safety requirements?
8. Do company or client safety requirements apply at a worksite?

#### Contribute to the control of critical situations

9. Describe your role in recent incidents where critical situation have arisen?

### Unit 2 - Ensure safe work procedures and Practices

#### Conduct hazard assessments and implement risk reduction procedures

10. Describe your role in ensuring that hazard assessments are completed for all jobs?
11. How do you ensure that workers are clear on recommendations or actions to reduce or eliminate hazards?

12. What events would require you to initiate a review of the documented hazard assessments?

#### Ensure adherence to safe work procedures

13. How do you ensure that crew members are fully aware of pinch or strike points in their work?
14. Must you always take a head count when you run a pre-job safety meeting?
15. What are the key elements you must cover in a formal safety meeting?

16. What particular instructions would you give to the crew to prepare them for the following incidents:

- a. loss of tubing control
- b. accumulator/B.O.P. failure
- c. loss of well control
- d. there is a serious injury to a crew member

#### Supervise and document emergency response and rescue operations

17. Describe your responsibilities when an emergency occurs.
18. Describe any situation where you have played a part in a rescue operation.

### Unit 3 - Implement environmental policy

#### Comply with policies for environmental protection

19. How do you ensure that crews you supervise are fully aware of environmental policies and procedures?

20. What criteria do you use to determine if a spill is serious (and thus reportable by statutory regulation)? \_\_\_\_\_

21. What agency requires you to report serious spills? \_\_\_\_\_

22. What company chain of command do you use when there is a serious spill? \_\_\_\_\_

23. Describe your understanding of the legal requirement to report a spill to a Provincial agency? \_\_\_\_\_

**Unit 4 - Support relationships with customers**

**Provide service relation information to customers**

24. Describe your understanding of Company policy with regard to confidentiality of information? \_\_\_\_\_

25. Describe your personal responsibilities to provide information to customers? \_\_\_\_\_

26. How do you ensure that the crew you supervise is aware of company policy on providing information to any third party? \_\_\_\_\_

**Assist in resolving customer complaints**

27. Describe your understanding of Company policy for resolving customer complaints? \_\_\_\_\_

28. What steps would you take to make sure you have a clear understanding of a customer complaint? \_\_\_\_\_

29. What criteria do you use to determine when a complaint has to go up the company chain of command? \_\_\_\_\_

30. How do you ensure that the crew you supervise is aware of company policy on handling customer or third party complaints? \_\_\_\_\_

**Unit 5 - Supervise crew training**

**Assess and support operational and training needs of crew**

31. Describe how you would get training organized for a crew member you felt was not competent. \_\_\_\_\_

32. What responsibilities have you as a mentor to your crew? \_\_\_\_\_

**Assess Emergency Response and Rescue training needs and effectiveness**

33. Describe how you ensure that your crew are well trained to handle emergencies. \_\_\_\_\_

34. How frequently are you are required to assess crew member emergency response capability? \_\_\_\_\_

35. What questions would you ask your crew members to ensure they understand the Emergency Response Plan? \_\_\_\_\_

36. Describe the steps you follow to ensure emergency response equipment is in place. \_\_\_\_\_

**Unit 6 - Use advanced wellbore hydraulics and perform calculations**

**Verify and communicate wellbore parameters**

37. What steps do you take to make sure you know essential wellbore parameters before you start a job? \_\_\_\_\_

38. How do you assess hazards related to well control issues? \_\_\_\_\_

39. Describe four vertical forces acting on a string. \_\_\_\_\_

40. How do you confirm all equipment is suitable for the service to which it will be exposed with respect to these items: \_\_\_\_\_

a. Maximum snubbing force required \_\_\_\_\_

b. Critical buckling load of the tubing string for the support conditions provided by the snubbing unit \_\_\_\_\_

c. Collapse of the tubing

**Unit 7 - Ensure conformance to Industry Recommended Practice**

**Verify, communicate, and enforce IRP 15**

- 41. What equipment certification should be checked before each job?
- 42. What are the IRP 15 requirements for SABA and SCBA equipment?
- 43. What does “imminent danger” mean in respect to your work, and what is your responsibility to monitor for such situations?
- 44. Describe some of the minimum general safety standards you monitor at a job site.
  
- 45. Describe some equipment failure possibilities that must be considered for contingency practices.

**Unit 8 - Supervise sour well operations**

**Ensure equipment meets regulatory and industry certification requirements**

- 46. What N.A.C.E. equipment standards must be met for sour operations, and how do you verify that the equipment is compliant?
- 47. What BOP and pressure testing certification is required for sour operations?

**Ensure that operational practices meet industry and regulatory req.**

- 48. Describe shut in procedures or operational practices for sour wells.
- 49. When must a blanket of N<sub>2</sub>, natural gas or fluid be used in the annulus?

**Manage company role in Emergency Response Plan**

- 50. What H<sub>2</sub>S and LEL detection apparatus must be on location?
- 51. How do you ensure that a Buddy System is operating effectively?

**Unit 9 - Supervise wells with surface pressure less than 21 Mpa**

**Verify operational requirements**

- 52. How do you verify operational requirements?

**Conduct on-site preparation**

- 53. Describe the actions you would take before you enter a lease site.
- 54. Who do you discuss the job with? What would you talk about?

**Supervise rig up operations**

- 55. What instructions would you give an inexperienced hand before commencing rig up?
- 56. What are the hazards associated with the rig up?

**Supervise snubbing operations**

- 57. What particular steps in a service job have the potential of compromising well control?
- 58. What precautions do you take before opening the BOP's that are securing the well?

- 59. Are there particular times in the job process where there is danger that the unit could fall or tip over?

**Supervise rig down operations**

- 60. What instructions would you give an inexperienced hand before commencing rig down?
- 61. What are the hazards associated with the rig down?
- 62. Prior to bleeding off, how do you ensure that the tubing hanger is in proper placement?

**Unit 10 - Manage wellsite performance**

**Provide leadership**

- 63. What can you do to show leadership on site?
- 64. Why is leadership required?
- 65. In what situations is leadership particularly required?

**Perform problems solving and decision making**

66. What should you do if you need to override wellsite supervisor decisions? Why should you do it?

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67. What steps would you take to solve operational problems such as a snubber-unfriendly BHA?

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68. When might it be necessary to consult management to resolve a problem?

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**Facilitate effective teamwork**

69. How can you recognize when the team is not working effectively?

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70. What steps would you take to facilitate teamwork?

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71. Why is it important to work as a team?

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**Intervene to ensure desired performance**

72. What are the steps you would take to discipline a crew or crew member?

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73. What steps would you take if a crew member appears not to be competent?

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74. What steps would you take if the company rep asks you and your team to exceed recommended hours of service?

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**Perform coaching**

75. What is coaching?

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76. What makes a good coach?

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**Oversee the coordination of services**

77. How do you establish who oversees the coordination (chain of command)?

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78. What would you do if you recognize that one of the service crews is inexperienced?

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79. How would the delegation of tasks change if some of the crews are inexperienced?

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80. What steps would you take if you see that the services are not working together?

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81. What steps would you take to resolve conflict on location?

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**Unit 11 - Perform advanced administrative requirements**

**Provide leadership**

82. What are the regulatory reporting requirements?

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83. Who should receive these regulatory reports?

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84. Who should do these regulatory reports?

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85. Are there any timeframes involved in submitting particular regulatory reports?

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**Manage the generation of customer data for billing**

86. What information must you make sure that you get for billing requirements?

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87. Why is it important to track customer and billing data?

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88. Why is personal documentation (daily ledger) important and is it admissible in court?

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89. What do you do if there is a conflict with a client about the bill?

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**Oversee company internal reporting requirements**

90. How would you determine what your company's reporting requirements are?

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91. Are you responsible for ensuring the completion of reports by crews as well as your own reports?

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