

COGODR5 - SQA Unit Code D7XC 04

Support drill floor operations



Overview

This unit is about the preparation of tubulars, the gathering and checking of equipment and the securing of loads. The unit also covers operation of winches. This unit deals with the following:

- 1 Prepare To Handle Tubulars And Drilling Equipment
- 2 Prepare Tubulars For Use
- 3 Secure Loads And Transfer To The Drill Floor
- 4 Operate Utility Winches

Performance criteria

- You must be able to:*
- P1 selected the correct handling **equipment and utilities** to suit the work to be done
 - P2 carried out an inspection to check that the equipment is fit for use and matches operational specifications
 - P3 identified and obtained the **consumables** needed for the task
 - P4 taken prompt action to replace any defective items that cannot be repaired immediately and to renew worn and misplaced consumables
 - P5 gathered the equipment together at the work site ready for use
 - P6 informed the appropriate persons promptly once preparations are complete
 - P7 laid out tubulars according to the work instruction
 - P8 removed and stored thread protectors in an organised manner
 - P9 ensured that threads are clean and that there are no obstructions in the bore
 - P10 promptly brought any defects or damage found to the attention of the appropriate person
 - P11 accurately and clearly marked the length on each tubular
 - P12 re-applied the correct grease or dope in sufficient quantity to give protection (after cleaning and inspection)
 - P13 maintained the pipe deck in a clean and tidy condition
 - P14 ensured that handling equipment and lifting gear are appropriate and securely attached
 - P15 secured the loads in such a way that they are balanced when lifted
 - P16 secured loads according to current procedures and practices in order to prevent them from slipping or being dropped
 - P17 ensured that loads are adequately protected from damage during their transfer
 - P18 used safe lifting and manual handling techniques
 - P19 confirmed that the operation of the winches is authorised prior to its use
 - P20 carried out the necessary pre-use checks to confirm the condition and status of the winches
 - P21 confirmed the condition and adequacy for the load of all lifting gear used with the winches
 - P22 established clear communications where the load is to be banked by another person
 - P23 maintained control of the winches at all times when it is in operation
 - P24 transferred loads smoothly, safely and without damage to the load or other equipment
 - P25 taken prompt action to deal with problems in line with relevant practices and procedures
 - P26 worked safely in accordance with operational requirements and

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associated **Safe Systems of Work**

Knowledge and understanding

You need to know and understand:

- K1 how to establish the safe working limit and test status of the lifting gear (including slings; shackles; brothers) and apply this to selecting the correct gear for the load to be moved
- K2 the types and sizes of handling equipment or lifting caps used to pick up drill pipe; drill collars; tubing; casing
- K3 the checks need to be made on handling equipment and lifting caps prior to their use and how to recognise defects
- K4 where to obtain the utilities and consumables needed for preparing tubulars
- K5 what safety and environmental procedures and practices need to be followed when cleaning tubulars
- K6 what PPE and safety equipment requirements relate to cleaning threads and rabbiting tubulars
- K7 how to establish the stacking arrangements and limitations on the pipe deck for the tubulars being laid out
- K8 what dopes or protective greases should be applied, and in what quantities, to drill pipe; drill collars; casing/tubing
- K9 why tubulars are marked and how this should be done
- K10 how to identify damaged tubulars
- K11 why it is important that tubular measurements are accurate
- K12 how to remove and replace thread protectors safely
- K13 why it is important to make sure that a load is balanced
- K14 how to make sure that items with an uneven load distribution and/or awkward shape are secured safely
- K15 why it is important for health and safety to use safe lifting and manual handling techniques and what they involve
- K16 what safety considerations are needed when loads are being moved from the catwalk to the drill floor
- K17 the basic principles of winch operation
- K18 what pre-use checks should be carried out on a winch
- K19 why it is important to maintain active control of the winches
- K20 the principles and practice of safe man-riding winch operation
- K21 what sorts of defects or deficiencies might affect winch operation and how to deal with them
- K22 what health, safety and environmental protection measures apply to winch operation
- K23 how to identify the Safe Working Load (SWL)
- K24 basic hand signals used to bank a winch

Additional Information

Scope/range

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices AS THEY APPLY TO YOU.

- 1 How to use 'Safe Systems of Work' processes to identify hazards and mitigate or reduce risks to as low as reasonably practicable (ALARP)
- 2 How to select, use and care for PPE (to include sight/hearing protection, coveralls, coveralls, gloves, footwear, hard hats, respirators)
- 3 The implications of statutory (e.g. HASAWA and COSHH) and organisational requirements
- 4 How to interpret operational requirements (e.g. relevant policies, procedures, instructions, codes of practice, standards, schedules)

The following terms in **bold** relate directly to those shown in **bold** in the Performance Statements.

- 1 **Equipment and utilities** must include lifting gear; catwalk pipe stop; thread cleaning utilities
- 2 **Consumables** may include dunnage (timber); marking materials; air and water; rabbits; pick up elevators; lifting caps; PPE; hand tools
- 3 **Safe Systems of Work** must include processes or systems that incorporate Hazard Identification, Risk Assessment, Permit to Work and any other associated systems.

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