

OPS Assessment Record

Hydrostatic Test Operations

Operators name _____ Date _____

Vantage card No _____ Location _____



Please select the applicable method for answering each question
Qu - Questioning
Ob - Observation

Qu	Ob
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Section 1	Pre-job and Rig-up	Ref	YES	YES	NO
1	Has the operator complied with the relevant Permit to Work and played an active part in the planning and safety meeting?	HSE1,a1b5			
2	Did the operator establish good working relationships with 3rd party personnel?	a2			
3	Can you confirm the operator has checked on the availability of 3rd party utilities?	a3			
4	Did the operator ensure there was sufficient consumables for the operation?	a4			
5	Did the operator function test equipment and report defects?	a5,a6			
6	Does the operator understand the current legislation and work practices?	a7,HSE2			
7	Can the operator run up the pressurising pump as per procedures and carry out basic fault finding?	b1			
8	Does the operator set up pressure and temperature instrumentation as required?	b2			
9	Can the operator check instrumentation and rectify basic malfunctions?	b3			
10	Can the operator calibrate positive displacement pump discharges?	b4			

Section 2	Prepare for Operation	Ref	YES	YES	NO
1	Did the operator ensure the system was properly lined up and isolations in place?	c1			
2	Has the operator tested the temporary pressurisation system as required?	c2			
3	Did the operator ensure flow meters were reset to zero?	c3			
4	Did the operator put pressure and temperature charts in the recorders?	c4			
5	Did the operator rig-up the HP injection line to a suitable point and secure it?	c5			
6	Did the operator erect barriers and signs around test area?	c6			

Section 3	Hydrostatic Test Operations	Ref	YES	YES	NO
1	Did the operator pressure up the system at the specified rate to 35 bar and stop?	d1			
2	Did the operator calculate the air content?	d2			
3	Did the operator continue to pressure up the system at the designated rate and observe hold periods and do leak checks?	d3			
4	At test pressure did the operator stop and isolate the pump?	d4			
5	Can you confirm equipment was operated in accordance with procedures?	d5			
6	Can you confirm operation was conducted within operating parameters?	d6			
7	If the operator observed deviations from job parameters did he take remedial action?	d7			
8	Does the operator understand how volumes and rates are relevant to the operation?	d8			
9	Did the operator record details of stabilisation/hold periods as per procedure?	e1			
10	Did the operator ensure leak checks were carried out as required?	e2			
11	Did the operator ensure the system was depressurised at the specified rate?	e3			

Section 4	Rig down Equipment	Ref	YES	YES	NO
1	Did the operator completely depressurise all the systems and make them safe?	f1			
2	Did the operator dismantle equipment in a safe and logical manner?	f2			
3	Has the operator reported defects to the appropriate authority?	f3			
4	Does the operator ensure equipment is correctly stowed and secured?	f4			
5	Does the operator ensure equipment is correctly manifested and backloaded?	f5			
6	Did the operator complete all necessary reports as required?	f6			

Section 5	Abnormal Operating Conditions	Ref	YES	YES	NO
1	Was the operator present at critical situations or have to deal with them?	g1			
2	Did the operator take appropriate action as per operational requirements?	g2			
3	Did the operator monitor the critical situation and minimise risk to personnel?	g3			
4	Did the operator follow the agreed emergency procedures?	g4			
5	Was the operator able to advise people what to do and pass on information?	g5,g6			

Assessors Name _____ Signature _____ Date _____

Comments Section can be found overleaf

OPS Assessment Record

Hydrostatic Test Operations

Operators Name _____

Section 1 Comments	Pre-job and Rig-up
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Section 2 Comments	Prepare for operation
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Section 3 Comments	Hydrostatic Test Operations
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Section 4 Comments	Rig Down Equipment
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Section 5 Comments	Abnormal Operating Conditions
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Supervisors Name

Signature

Date