

**WELL INTERVENTION PRESSURE CONTROL
CERTIFICATION PROGRAMME**

1. This Certification programme is available as four options: -
 - a) Well Intervention Coiled Tubing Operations.
 - b) Well Intervention Wireline Operations.
 - c) Well Intervention Snubbing Operations.
 - d) Well Intervention 'Combination'. This option includes any two or three of the options described above.
2. The Certification programme contains a minimum of three written test paper sections: -
 - a) A written test on Pressure Control Completion Equipment (compulsory for all candidates).
 - b) A written test on Pressure Control Coiled Tubing or Wireline or Snubbing Equipment.
 - c) A written test on Pressure Control Principles and Procedures.
 - d) A candidate nominated for the 'Combination' programme must sit and pass all of the equipment test papers and the P & P paper to obtain a certificate.
3. Each of the four programme options is available at Level.1 or Level.2. The different levels cannot be mixed.
4. Candidates or their employers are required to nominate the programme and test level to the Accredited Certification Centre. It is not possible to sit both test levels at the same test session.
5. The time allowed for the written test papers in each programme is as follows:
 - a) *Level.1 and 2:* -
 - i) Principles & Procedures Paper - 1 ½ hours.
 - ii) Equipment Test Papers – 30 minutes per paper.
6. Candidates who pass at least one component of the test programme at the first test session are allowed two attempts to re-sit the failed component(s). The re-sits (whether it be one, two or three components) must be taken at a maximum of two separate test sessions. Successful re-sits must be completed within a period not exceeding two calendar months from the initial test date.
7. Candidates who do not successfully complete the programme in the re-sit period and wish to take the programme again must re-register as new candidates. Please note that there is a waiting period of one calendar month before failed candidates may re-register.

Before the Test: -

8. Candidates are required to bring their passport to the test centre on the morning of the test session. The Invigilator will check the passport details against the personal details on the candidate's registration form.
9. Candidates will be given a registration form to complete before the test session commences. This must be completed in BLOCK letters (EN MAJUSCULES) (MIT GROSSEN BUCKSTABEN) using a pen or ballpoint. Please ensure that your name, date and place of birth are as stated on your passport.
10. Mobile phones, brief cases, textbooks, calculation tables, and any other materials which candidates bring with them to the test centre must be left outside the examination room during the test.

During the Test: -

11. Candidates will require a calculator, pen and ruler to complete their written test papers. A candidate's final answer(s) to each question must be clearly marked in pen or ballpoint.
12. Candidates will be provided with approved Formula Sheets and blank note paper by the Invigilator. All working papers and formula sheets must be handed to the Invigilator on completion of each test paper.
13. Candidates may only leave the test room during the written tests with the Invigilator's permission.

Examination Tips: -

14. Unless otherwise requested, you must only mark one answer for each question.
15. If you are asked to select more than one answer, the precise number will be indicated in the question, and you must provide the correct number of answers.
16. If a candidate gives ambiguous answers on a test paper, (e.g.; two answers are marked when only one is requested, or one is marked when two are requested), then **no points** will be awarded for that question.
17. All multiple choice questions must be answered by placing an 'X' in the appropriate answer box.
18. Other questions may require the calculation of an answer. The marking scheme provides sufficient margin to allow for correct rounding of the final answer in a calculation question.
19. Candidates must answer all calculation questions based on the data given. Assumptions must not be made about data or events that have not been provided, and candidates may not change data that they believe is incorrect.
20. Calculations should be rounded in accordance with recognized field practice.
21. To change an answer that has been entered on the paper, draw two lines through the answer or box - then tick the correct box or enter the new answer.
22. Candidates should check their paper when they have finished - to ensure that all questions (on both sides of all the pages) have been answered.

On Completion of the Test: -

23. Candidates must hand their completed test paper to the Invigilator together with any working papers or kill sheets. If a candidate is found to have removed examination material, or notes made during the examination, from the examination room their test paper may be voided.
24. The person grading the test papers will be using a standard Marking Key. They cannot and will not make assumptions about answers or information that have been omitted from the paper.
25. A grading sheet is completed for each candidate for each of the written test papers. These grading sheets are retained at the Assessment Centres for a minimum period of two years, to assist trainers and their clients identify candidate strengths and weaknesses and plan future training objectives.
26. Trainers are not allowed to see or review written test papers before, during or after a test session. Candidates are not allowed to review test papers once they have handed their paper in to the Invigilator.

Results: -

27. The Accredited Centre Manager or a designated deputy will issue test results. The Test Invigilator does not give information directly to candidates.