

MPD Equipment Checklist

Refer to IRP 22 Section 22.1.1 Defining the Terms for a more detailed description of the expectations of MPD.

The MPD Equipment Checklist outlines all of the topics – equipment and procedural – that need to be discussed when MPD equipment is to be used for an operation. This includes rental MPD equipment. The equipment checklist indicates equipment items and checks. The procedures checklist outlines the procedural documentation that should be in place.

Note: It is the responsibility of the user/renter to ensure the procedural calculations are documented and relevant discussions take place. This information does not come from the equipment provider.

A review of the topics in the checklists will help ensure all personnel involved with the equipment have the necessary knowledge to operate the equipment, understand operational limits and know what to do if operations don't go as planned. The checklists are to be completed for each operation or rental. The completed MPD Equipment checklist should be filed with the job documentation and be available to all required personnel.

Table 1. Sections of the MPD Equipment Checklist - Equipment

| Section | Information |
|------------------|--|
| Well Information | The parties involved in the operation, well location (and license), contact information for the equipment provider. |
| Equipment | Lists the equipment for the operation, operating limits, pressure ratings, inspection requirements, maintenance requirements. |
| Signoff | The personnel who need to understand the equipment requirements and their operational use and confirm that all sections of the MPD Equipment Rental Checklist have been covered. |
| Comments | Any comments added during review. |

Table 2. Sections of the MPD Equipment Checklist - Procedures

| Section | Information |
|--|--|
| Well Information | The parties involved in the operation, well location (and license), contact information for the equipment provider. |
| Procedures and Operational Documentation | Lists the information the equipment renter is expected to provide and the drilling contractor is expected to discuss at the pre-drillout meeting. Note: IRP 22 provides templates for the PFD and operations matrix but these must be customized for each operation. The equipment installation should be inspected to ensure it matches the PFD. All personnel involved in the operation should understand the operations matrix and their role during well control events once the indicators in the operations matrix have been observed. |
| Signoff | The personnel who need to understand the equipment requirements and their operational use and confirm that all sections of the MPD Equipment Rental Checklist have been covered. |
| Comments | Any comments added during review. |

MPD Equipment Checklist - Equipment

| Well Information | | | | |
|--|--------------------|------------------------|-------------------------|--------------------------|
| Operator: | | Drilling Contractor: | | |
| Location: | | License: | | |
| Equipment Provider: | | Provider Contact: | Ph: | |
| Equipment Information Provided and Reviewed ¹ | | | | |
| | Equipment Provided | Documentation Provided | Inspection Requirements | Maintenance Requirements |
| RCD | Y / N | Y / N | Y / N | Y / N |
| RCD Spare Elements | Y / N | Y / N | Y / N | Y / N |
| Degasser | Y / N | Y / N | Y / N | Y / N |
| Flowlines | Y / N | Y / N | Y / N | Y / N |
| Flow Meter | Y / N | Y / N | Y / N | Y / N |
| MPD Choke | Y / N | Y / N | Y / N | Y / N |
| Other: | | | | |
| | Y / N | Y / N | Y / N | Y / N |
| | Y / N | Y / N | Y / N | Y / N |
| Equipment Documentation | | | Provided | Reviewed/ Verified |
| SOPs for Equipment | | | Y / N | Y / N |
| JSAs for Equipment | | | Y / N | Y / N |
| Equipment Manuals | | | Y / N | Y / N |
| Other: | | | | |
| | | | Y / N | Y / N |
| | | | Y / N | Y / N |
| Signoff ² | Name | | Signature | Date |
| Operator Representative | | | | |
| Rig Manager | | | | |
| Driller | | | | |
| Driller (Alternate) | | | | |
| Equipment Provider | | | | |
| Comments | | | | |
| | | | | |

¹ Refer to documentation provided by provider for ratings, inspection, maintenance and equipment specifications.

² Signoff indicates the above information has been provided and has been reviewed with the equipment provider.

MPD Equipment Checklist - Procedures

| Procedural Documentation Provided and Reviewed | | | Reviewed/ Verified |
|--|------|-----------|-----------------------|
| Process Flow Diagram ³ | | | Y / N |
| Operations Matrix ³ | | | Y / N |
| Pre-Drillout Meeting/Handover | | | Y / N |
| Other: | | | |
| | | | Y / N |
| | | | Y / N |
| Signoff ⁴ | Name | Signature | Date |
| Operator Representative | | | |
| Rig Manager | | | |
| Driller | | | |
| Driller (Alternate) | | | |
| Comments | | | |
| | | | |

³ Sample available on the IRP 22 page of the Energy Safety Canada website (www.energysafetycanada.com).

⁴ Signoff indicates the above information has been provided and has been reviewed with the equipment provider.