

APPENDIX 6 B
TDW SERVICES PIGGING TECHNICIAN QUALIFICATION EVALUATION FORM

Name: _____ Date: _____

Total Evaluation: 0

Inventory Level:

Comments:

Action Plan:

1

2

3

APPROVAL BOARD

TDW SERVICES Applicable Service
Center Manager

TDW Quality Assurance Manager

TDW Pipeline Integrity Manager

TDW DOT Compliance Manager

TDW In-Line Inspection Manager

TDW SERVICES Operator
Qualification Trainer/Evaluator

TDW Pipeline Rehabilitation Manager

APPENDIX 6B

**TDW SERVICES PIGGING TECHNICIAN QUALIFICATION EVALUATION FORM
(Continued)**

Technician Evaluation

Date:

Skills Performance

Weighted
Value

Field Performance

X 40% =

Test Scores

X 20% =

Customer Relations

X 15% =

Attitude

X 15% =

Communication

X 10% =

Total _____

JOB PERFORMANCE (40% of Total Rating)

- A. Able to do standard jobs satisfactorily-may not be able to handle variables. (0 through 20)
- B. Completes standard jobs satisfactorily and is able to follow instructions or adapt for the variations from standard. (21 through 40)
- C. Able to analyze variations on job site to be able to phone for recommendations and/or assistance. (41 through 60)
- D. Does all jobs satisfactorily and is capable of making suggestions and/or recommendations about equipment and procedures for the unusual job - can review and recommend to resolve incidents. (61 through 80)
- E. Maintains knowledge and practices all TDW HSE requirements and completes Job Safety Analysis form for all jobs. (81 through 100)

TEST SCORES (20% of Total Rating)

Certification Session Testing

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TDW SERVICES PIGGING TECHNICIAN QUALIFICATION EVALUATION FORM (Continued)

CUSTOMER RELATIONS (15% of Total Rating)

- A. Has had two or more complaints within the past year from customers.
(0 through 20)
- B. Has had no negative feedback from customers. (21 through 50)
- C. Observance shows good customer relationship in handling job variables.
(51 through 80)
- D. Good customer relationship allows Technician to handle all difficult situations with customer. (81 through 100)

ATTITUDE (15% of Total Rating)

- A. Performs as instructed-nothing extra. (0 through 20)
- B. Self-started in jobs needing to be done - when within his responsibility.
(21 through 50)
- C. Self-started in jobs needing to be done - whether it is his responsibility or not.
(51 through 80)
- D. Cooperative concerning whatever needs to be done - seeks ways to improve his and/or TDW performance. (81 through 100)

COMMUNICATION (10% of Total Rating)

- A. Reports are difficult to read - grammar and syntax lacking. (0 through 20)
- B. Reports are complete and readable - suitable only for internal use.
(21 through 50)
- C. Reports are complete and readable - suitable for customer use. (51 through 80)
- D. Has acceptable reporting capabilities for project status and limited technical issues. (81 through 100)