

PROCEDURE WHEN TRIPPING

- I. 1) Immediately prior to starting trip, pick up string. Position first tool joint approximately 3' above the rotary table.
- 2) Shut down pump and watch annulus for mud flow for 5 minutes. (If rotating head rubber is in place - watch for mud flow at shaker end of the flow line).
- I. 1) If mud flow stops when pump is shut down, proceed with trip.
- 2) Pull 10 stands. If hole is not full, fill and record number of strokes to fill.
- 3) Pull 10 stands. If hole is not full, fill and record number of strokes to fill.
- 4) Pull 10 stands. If hole is not full, fill and record number of strokes to fill.
- 5) Continue this sequence. Upon reaching drill collar, leave pump on hole until bit is pulled through rotary table.
- I. 1) If any interval requires a less number of strokes to fill the hole, shut down the pump and inspect the flow line (annulus) for natural flow.
- IV. 1) If flow appears.
- 2) Install check valve on drill pipe.
- 3) Install Kelly insteering - position top tool joint 3' above rotary table.
- 4) Close Hydril. (If in casing - close pipe rams, leave Hydril open).
- 5) Close all chokes (positive, adjustable, hydraulic) and also valves next to the drilling spool. Check to be sure well is completely shut in.
- 6) Notify the Company Representative and Kim Superintendent. DO NOT leave the floor. Send a crewman if necessary.
- 7) Start raising and weight of entire surf control system.
- 8) Record stand pipe and casing pressure at 5 minute intervals. If necessary to read casing pressure, open valves - valves next to the drilling spool. Make certain that no mud is allowed to flow from the hole.
- 9) If drill pipe pressure reaches _____ pounds close Kelly cock. *
- 10) Keep well shut in while waiting for further instructions.

* Limiting pressure dependent on depth of last casing shoe in hole with maximum pressure limit to be the pressure rating of BOP stick in service.