

Safe Work Procedure

Name of Task: SENTINEL Polished Rod Guide Install (NEW Well)	
Performed by Chris Colenutt	
Position/Job : Owner/Developer	Department/Unit: SENTINEL Guides
Hazards: Pressure, hoisting equipment, energy isolation, lock-out/tag out, pinch points	
Equipment: Pipe wrenches, Rod rig, Hammer wrenches hand tools, rig pump	
Education and training prerequisites: e.g. instructions or other SWPs→→	
IRP-16 compliant, IRP-7 compliant	
Purpose: Install SENTINEL Polished Rod Guide to mitigate scoring.	
Steps to be taken to complete task safely: <i>(clear description in order of steps to follow to safely perform the task. If required add attach an additional form to list all steps)</i> <i>Include do's and don'ts</i>	
1	After tubing ran in hole and hanger landed, Install threaded "TPGS-****-****" sleeve into pick up threads of tubing hanger (hand tight) prior to pumping section of wellhead install. (DO NOT OVERTIGHTEN THREADED SLEEVE. "Crimping will happen reducing ID and passage of BHP NoGo)
2	Measure from top of tubing hanger to top of flow tee. Mark installation tool from bottom of tool up the measured distance from tubing hanger to top of flow tee.
3	From the mark placed on installation tool measure down 1.5" (38.1mm) and make second mark NOTE:When installing SENTINEL Insert bushing THIS mark will indicate seated position and fully installed
4	Install pumping section of wellhead
5	Run in hole BHP and rods
6	Pick up polished rod w\ SENTINEL Insert Guide (TPGI-****-****) installed with collets facing down towards bottom of polished rod.
7	Make up polished rod onto rod string and tighten.
8	Lower rod string so the lower polished rod coupling is below tubing hanger
9	Allow SENTINEL Insert Bushing (TPGI-****-****) to drop into wellhead assembly.

