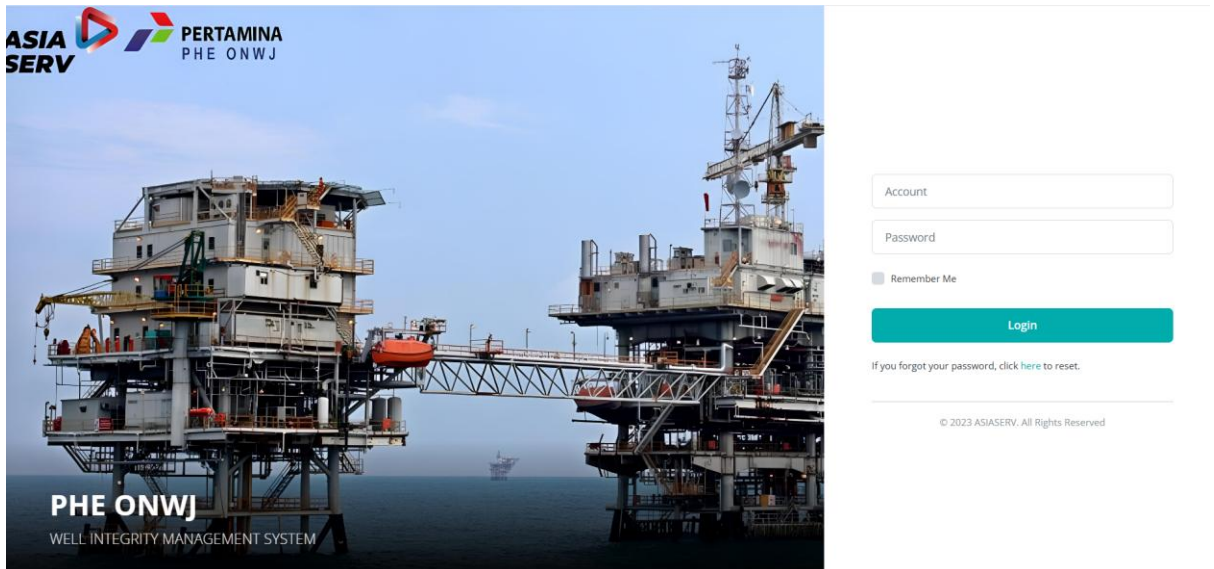


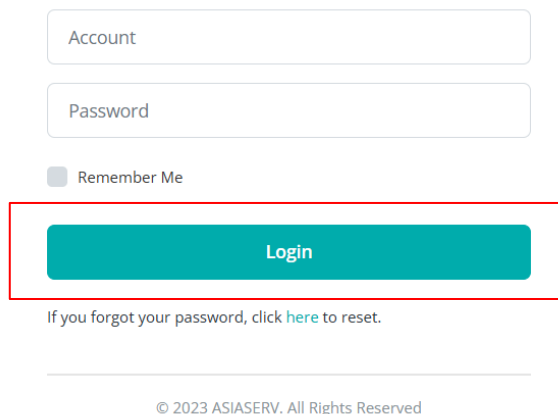
User Manual ITM Report WIMS

- ❖ Login ke website WIMS

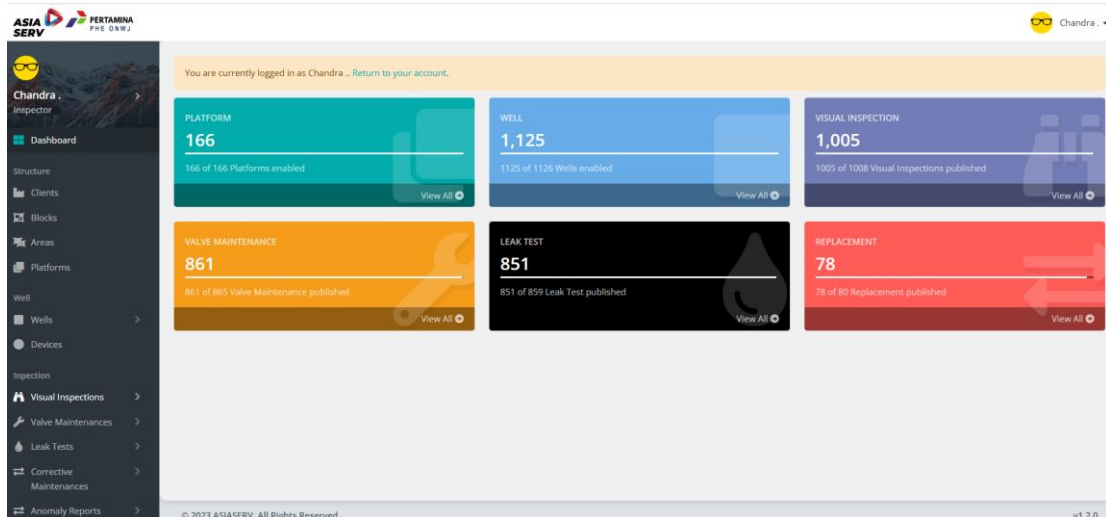
Link : <http://wims-onwj.asiaserv.com/auth/login>



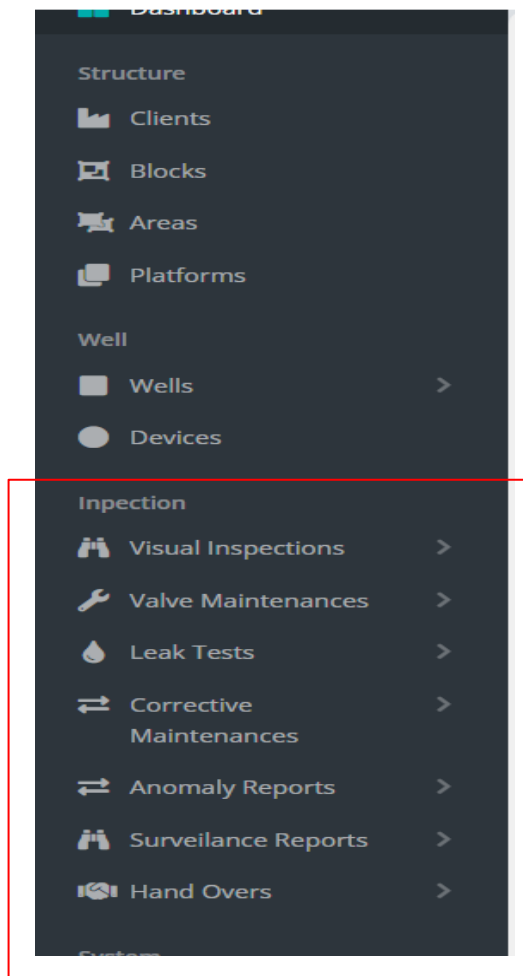
- 1) Masukkan username dan password yang sudah diberikan , lalu klik login



- 2) Setelah login, maka akan masuk ke halaman inspector dalam website WIMS

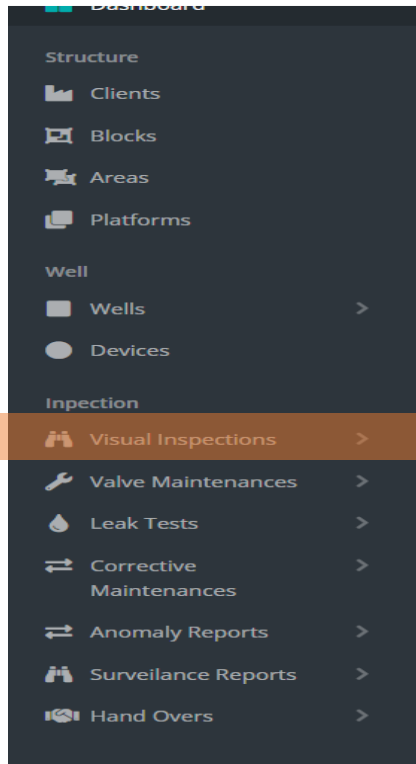


- ❖ Terdapat menu inspeksi yang digunakan oleh crew untuk menginputkan data ITM ke dalam sistem WIMS

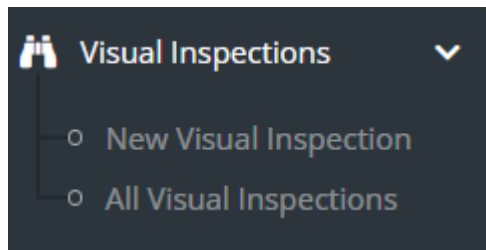


Visual Inspection Form

- ❖ Klik menu visual inspection pada halaman website WIMS

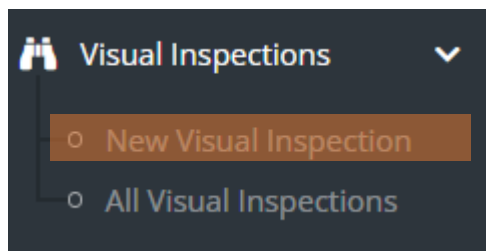


- ❖ Maka akan muncul pilihan seperti berikut



- New Visual Inspection : Digunakan untuk menambahkan data visual inspection
- All Visual Inspections : Digunakan untuk melihat data data visual inspections

- ❖ Klik “New Visual Inspection” untuk menambahkan data



❖ Maka akan muncul halaman seperti ini

The screenshot shows a web interface titled "Visual Inspections Management" with a sub-header "Create New Visual Inspection". Below this, there is a form with two main input fields: "Well" and "Test Date". The "Well" field has a dropdown menu currently showing "- Select Well -". The "Test Date" field contains the date "03/02/2025". At the bottom right of the form, there are two buttons: "Cancel" and "Save".

1) Pilih nama well terlebih dahulu dengan cara mengklik dropdown list nama well

This screenshot shows the same "Create New Visual Inspection" form, but the "Well" dropdown menu is now open, displaying a list of well identifiers. The list includes "BA #BA-4L", "BA #BA-4S", "BA #BA-7L", "BA #BA-7S", "BA #BA-8", "BA #BA-9", "BB #BB-1L", "BB #BB-1S", "BB #BB-2L", "BB #BB-2S", "BB #BB-3L", and "BB #BB-3S". The "Test Date" field remains "03/02/2025".

2) Setelah itu pilih testing date kapan pelaksanaan visual inspection tersebut , lalu klik save

This screenshot shows the form after a selection. The "Well" field now displays "BA #BA-4L". The "Test Date" field still shows "03/02/2025". The "Save" button at the bottom right is now highlighted in orange, indicating it is the next step to take.

❖ Isikan seluruh data yang tertera pada form visual inspection

Visual Inspections Management

CancelUpdate

EAST #BA-4L 2025/02/03

Well

BA #BA-4L

Well Status

Shut In

Barrier Count

Single Barrier

Test Date

03/02/2025

Revision

Remarks
(include observations, missing components and replacement completed)

Inspector Leader

- Select Inspector/Test

Inspector

- Select Inspector/Test

Location

	Flowing Condition (psi)	Shut in Condition (psi)
Tubing Pressure		
Flowline Pressure		
A-Annulus Pressure		
B-Annulus Pressure		
C-Annulus Pressure		

Control Line

	Operating Pressure	Isolated Pressure

Description

Master Valve 1Master Valve 2A-annulus Valve 1.1A-annulus Valve 2B-annulus

Master Valve 1

Valve Type

MANUAL

Actuator Manufacturer

OCT

Valve / Body Manufacturer

OCT

Size (inch)

2 9/16

WP - Rating (psi)

3000

Part Number Valve

Part Number Actuator

Body Corrosion

-

1) Isikan terlebih dahulu data mengenai inspection form

EAST #BA-4L 2025/02/03

Well

BA #BA-4L

Well Status

Shut In

Barrier Count

Single Barrier

Test Date

03/02/2025

Revision

Remarks
(include observations, missing components and replacement completed)

Inspector Leader

- Select Inspector/Test

Inspector

- Select Inspector/Test

Untuk kolom barrier count, tidak usah diisi.

2) Isikan data pressure pada tab location dan control line jika ada

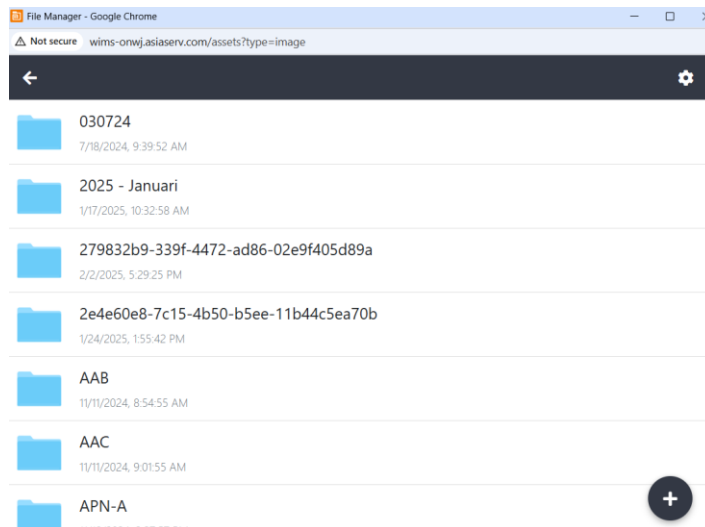
Location		
	Flowing Condition (psi)	Shut in Condition (psi)
Tubing Pressure	<input type="text"/>	<input type="text"/>
Flowline Pressure	<input type="text"/>	<input type="text"/>
A-Annulus Pressure	<input type="text"/>	<input type="text"/>
B-Annulus Pressure	<input type="text"/>	<input type="text"/>
C-Annulus Pressure	<input type="text"/>	<input type="text"/>

Control Line		
	Operating Pressure (psi)	Isolated Pressure (psi)
Actuated Master Valve	<input type="text"/>	<input type="text"/>
Actuated Wing Valve 1	<input type="text"/>	<input type="text"/>
Actuated Wing Valve 2	<input type="text"/>	<input type="text"/>
SCSSV	<input type="text"/>	<input type="text"/>

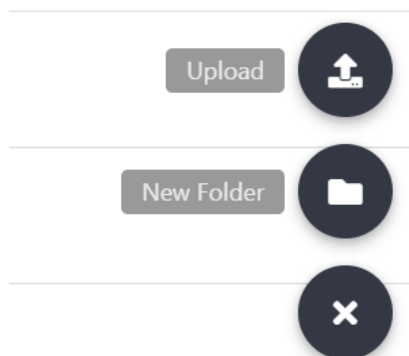
3) Masukkan data gambar pada tab picture

Picture		
Xtree Picture	<input type="text"/>	<input type="text"/>
Wellhead Picture	<input type="text"/>	<input type="text"/>
Platform Picture	<input type="text"/>	<input type="text"/>
Surface Casing	<input type="text"/>	<input type="text"/>
Conductor	<input type="text"/>	<input type="text"/>
Landing Boat	<input type="text"/>	<input type="text"/>

- Klik “select image” pada salah satu pilihan gambar, maka akan muncul halaman seperti ini



- Lalu klik icon “+” atau tambah untuk menambahkan data, setelah itu klik “New Folder” untuk menyimpan gambar ,serta berikan nama folder sesuai bulan pada saat inspeksi dan klik button “Confirm”.



Folder name:

2025 - Februari

Close Confirm

- Lalu upload file gambar pada folder tersebut dan berikan nama sesuai dengan keterangan gambar (nama well_keterangan gambar)

Contoh penamaan : BA2_Xmass Tree



Folder is empty.

Upload



New Folder



Upload File(s)



Choose File(s)



Close

➤ Setelah itu pilih gambar tersebut

Picture



Xtree Picture

Select Image

/storage/photos/2



- 4) Masukkan data wellhead (Jika ada) pada well tersebut sesuai dengan kolom inputan yang ada

Wellhead

ATTACHMENT

SECTION A

SECTION B

SECTION C

SECTION D

SECTION E

SECTION A

BRAND

P/N

S/N

Top Connection Size

-

Top Connection Pressure Rating

-

Bottom Flange Size

-

Bottom Flange Pressure Rating

-

- 5) Lalu masukkan data valve sesuai dengan kondisi yang ada

Description

Master Valve 1

Master Valve 2

A-annulus Valve 1.1

A-annulus Valve 2

B-annulus

Master Valve 1

Valve Type

MANUAL

Actuator Manufacturer

-

Valve / Body Manufacturer

OCT

Size (Inch)

2 9/16

WP - Rating (psi)

3000

Part Number Valve

Part Number Actuator

Body Corrosion

-

Handwheel Condition

-

Part Number Actuator	<input type="text"/>
Body Corrosion	-
Handwheel Condition	-
Actuator Seal Leak	-
Stem Packing Leak	-
Bonnet Gasket Leak	-
Bearing Cap Grease Fitting Condition	-
Valve Body Grease Fitting Condition	-
Studs&Nuts Condition	-

- 6) Jika data sudah terisi, klik button “Update” yang terletak diatas form ataupun dibawah form untuk melakukan update data

Visual Inspections Management

Cancel Update

EAST #BA-4L 2025/02/03

Well

Well Status

Barrier Count

Test Date

Revision

Remarks

Inspector Leader

Inspector

BA #BA-4L

Shut In

Single Barrier

03/02/2025

(include observations, missing components and replacement completed)

- Select Inspector/Test

- Select Inspector/Test

Location

Flowing Condition (psi)

Shut in Condition (psi)

Tubing Pressure

Flowline Pressure

A-Annulus Pressure

B-Annulus Pressure

C-Annulus Pressure

Control Line

Operating Pressure (psi)

Isolated Pressure (psi)

Description

Master Valve 1

Master Valve 2

A-annulus Valve 1.1

A-annulus Valve 2

B-annulus

Master Valve 1

Valve Type

Actuator Manufacturer

Valve / Body Manufacturer

Size (inch)

WP - Rating (psi)

Part Number Valve

Part Number Actuator

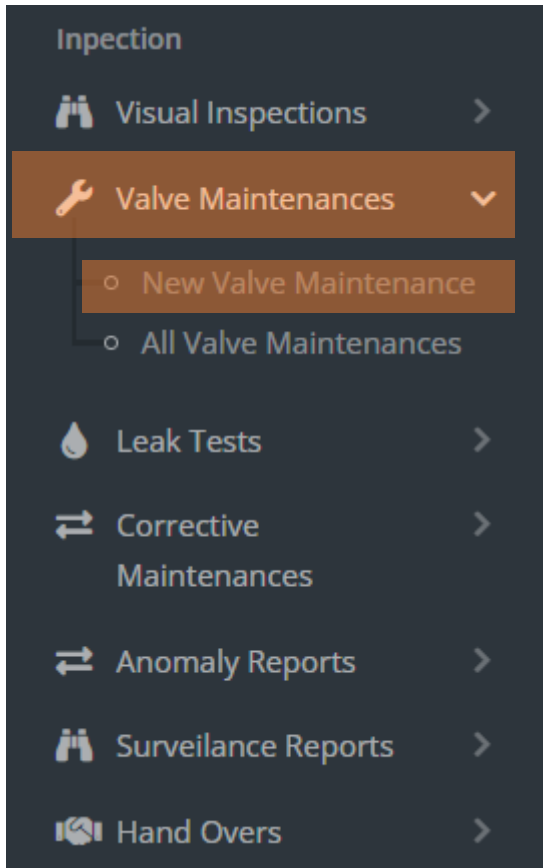
Body Corrosion

Handwheel Condition

Note : Ketika ingin mencicil pengerjaan laporan , jangan lupa untuk mengklik button update agar data yang sudah terisi tersimpan di server.

Valve Maintenances Form

- ❖ Pilih menu “Valve Maintenances” dan klik “New Valve Maintenance”



- ❖ Muncul halaman seperti ini, lalu pilih data well yang ingin diinputkan dan atur tanggal kapan testing date tersebut , setelah itu klik button “Save”

A screenshot of a web application form titled 'Valve Maintenances Management' with a subtitle 'Create New Valve Maintenance'. The form has a header bar with the title and subtitle. Below the header, there are two input fields: 'Well' and 'Test Date'. The 'Well' field has a dropdown menu with the text '- Select Well -'. The 'Test Date' field has a date picker showing '03/02/2025'. At the bottom right of the form, there are two buttons: 'Cancel' and 'Save'.

- Untuk pemilihan nama wells, bisa mengetik pada kolom search lalu akan muncul nama well yang dicari

LC #LC-1ST

LC #LC-2L

LC #LC-2S

LC #LC-3L

LC #LC-3S

LC #LC-4

LC #LC-5L

LC #LC-5S

LC #LC-6L

LC #LC-6S

KLC #KLC-1L

KLC #KLC-1S

KLC #KLC-2

KLC #KLC-3

❖ Muncul halaman form valve maintenance

Valve Maintenances Management

Cancel Update

WEST #LC-1ST 2025/02/03

Well

LC #LC-1ST

Well Status

Shut In

Test Date

03/02/2025

Revision

Remarks

Tester Leader

- Select Inspector/Tester -

Tester

- Select Inspector/Tester -

Created by

Chandra .

Description

Master Valve 1 Master Valve 2 Swab Valve Wing Valve 1.1 Wing Valve 1.2 A-annulus Valve 1.1 A-annulus Valve 1.2

Master Valve 1

Valve Type

MANUAL

Manufacturer

FMC

Number of Turns to Close

Number of Turns to Open

Valve Travels Fully Open & Close

-

Valve Easy to Operate

-

Valve Grease Used (lbs)

Valve Grease Name

-

Valve Easy to Operate after Grease

-

➤ Isikan data mengenai well tersebut

WEST #LC-1ST 2025/02/03

Well

LC #LC-1ST

Well Status

Shut In

Test Date

03/02/2025

Revision

Remarks

Tester Leader

- Select Inspector/Tester -

Tester

- Select Inspector/Tester -

Created by

Chandra .

- Isikan data report valve maintenances sesuai kolom yg disediakan

Description

Master Valve 1

Master Valve 2

Swab Valve

Wing Valve 1.1

Wing Valve 1.2

A-annulus Valve 1.1

A-annulus Va

—

🔄

Master Valve 1

Valve Type

MANUAL

▼

Manufacturer

FMC

▼

Number of Turns to Close

Number of Turns to Open

Valve Travels Fully Open & Close

-

▼

Valve Easy to Operate

-

▼

Valve Grease Used (lbs)

Valve Grease Name

-

▼

Valve Easy to Operate after Grease

-

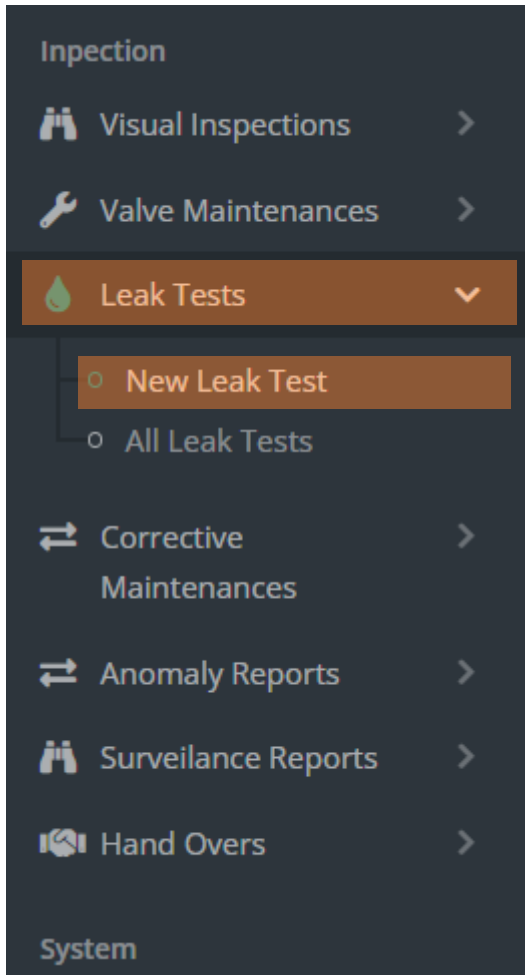
▼

Valve Flush Used (lbs)

- ❖ Jika semua data sudah terisi, lalu klik button “Update” yang terletak di bagian atas form ataupun bawah form

Leak Test Form

- ❖ Pilih menu “Leak Test” dan klik “New Leak Test”



- ❖ Muncul halaman seperti ini, lalu pilih data well yang ingin diinputkan dan atur tanggal kapan testing date tersebut , setelah itu klik button “Save”

A light gray form titled 'Leak Tests Management' with a subtitle 'Create New Leak Test'. The form has a header bar with the title and a close button. Below the header, there are two input fields: 'Well' with a dropdown menu showing '- Select Well -' and 'Test Date' with a date picker showing '03/02/2025'. At the bottom right, there are two buttons: 'Cancel' and 'Save'.

- Untuk pemilihan nama wells, bisa mengetik pada kolom search lalu akan muncul nama well yang dicari

LC #LC-1ST

LC #LC-2L

LC #LC-2S

LC #LC-3L

LC #LC-3S

LC #LC-4

LC #LC-5L

LC #LC-5S

LC #LC-6L

LC #LC-6S

KLC #KLC-1L

KLC #KLC-1S

KLC #KLC-2

KLC #KLC-3

❖ Muncul halaman form Leak Test

Leak Tests Management

WEST #LC-1ST 2025/02/03

Well

LC #LC-1ST

Well Status

Shut In

Test Date

03/02/2025

Revision

Remarks

Tester Leader

- Select Inspector/Tester -

Tester

- Select Inspector/Tester -

Created by

Chandra .

Description

Master Valve 1

Master Valve 2

Swab Valve

Wing Valve 1.1

Wing Valve 1.2

A-annulus Valve 1.1

A-annulus Valve 1.2

Master Valve 1

Valve Type

MANUAL

Time to Close 1st Test (sec)

Time to Close 2nd Test (sec)

Valve Upstream Pressure (psi)

Valve Downstream Pressure (psi)

Leak Rate Before Grease (ltr/min)

Leak Rate After Grease (ltr/min)

Leak Rate After Sealant (ltr/min)

Leak Test Result

➤ Isikan data mengenai well tersebut

WEST #LC-1ST 2025/02/03

Well

LC #LC-1ST

Well Status

Shut In

Test Date

03/02/2025

Revision

Remarks

Tester Leader

- Select Inspector/Tester -

Tester

- Select Inspector/Tester -

Created by

Chandra .

- Isikan data report leak test sesuai kolom yg disediakan

Description

Master Valve 1

Master Valve 2

Swab Valve

Wing Valve 1.1

Wing Valve 1.2

A-annulus Valve 1.1

A-annulus Va

−

⛶

➔

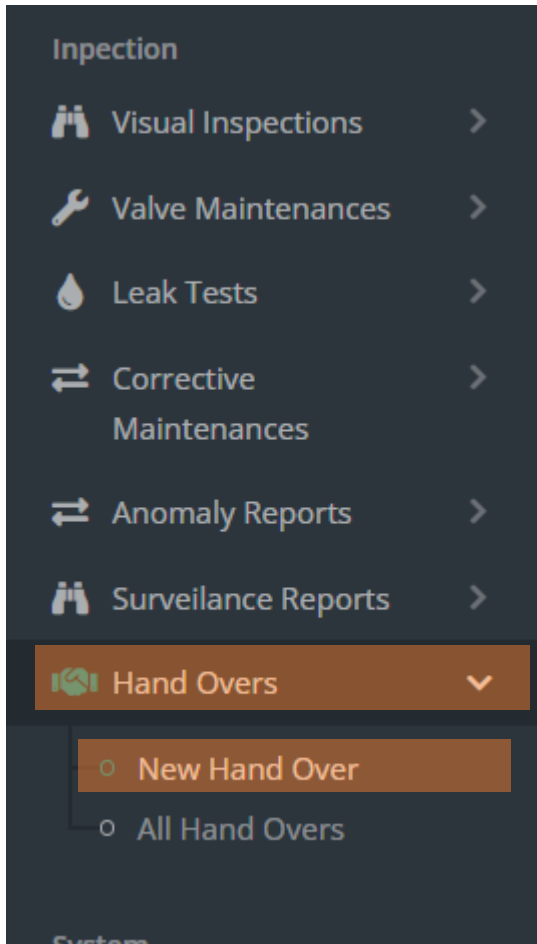
Master Valve 1

Valve Type	MANUAL
Time to Close 1st Test (sec)	
Time to Close 2nd Test (sec)	
Valve Upstream Pressure (psi)	
Valve Downstream Pressure (psi)	
Leak Rate Before Grease (ltr/min)	
Leak Rate After Grease (ltr/min)	
Leak Rate After Sealent (ltr/min)	
Leak Test Result	-

- ❖ Jika semua data sudah terisi, lalu klik button “Update” yang terletak di bagian atas form ataupun bawah form

Hand Over Form

- ❖ Pilih menu “Hand Over” dan klik “New Hand Over”



- ❖ Muncul halaman seperti ini, lalu pilih data well yang ingin diinputkan dan atur tanggal kapan hand over dilakukan, serta workscope yang dilakukan setelah itu klik button “Save”.

- Untuk pemilihan nama wells, bisa mengetik pada kolom search lalu akan muncul nama well yang dicari

LC #LC-1ST

LC #LC-2L

LC #LC-2S

LC #LC-3L

LC #LC-3S

LC #LC-4

LC #LC-5L

LC #LC-5S

LC #LC-6L

LC #LC-6S

KLC #KLC-1L

KLC #KLC-1S

KLC #KLC-2

KLC #KLC-2

❖ Muncul halaman form Hand Over

Hand Overs Management

Edit Hand Over

Cancel

Update

Edit Hand Over : WEST #LC-1ST 2025/02/03

Well

LC #LC-1ST

Date and Time

03/02/2025 14:15

Work Scope

ITM

Remarks

Created by

Chandra .

Description

Valve Status

Wellhead Accessories Availability

Type	Before Job (OPEN/CLOSE)	After Job (OPEN/CLOSE)
TRSV	-	-
X-Tree Lower Master Valve	-	-
X-Tree Upper Master Valve	-	-
X-Tree Wing Valve 1.1 (inner)	-	-
X-Tree Wing Valve 1.2 (outer)	-	-
X-Tree Wing Valve 2.1 (inner)	-	-
X-Tree Wing Valve 2.2 (outer)	-	-
X-Tree Swab Valve / Tree Cap	-	-

➤ Isikan data mengenai well tersebut

Edit Hand Over : WEST #LC-1ST 2025/02/03

Well

LC #LC-1ST

Date and Time

03/02/2025 14:15

Work Scope



ITM

Remarks

Created by



Chandra .

- Isikan data report hand over sesuai kolom yg disediakan

Description



Valve Status
Wellhead Accessories Availability

Type	Before Job (OPEN/CLOSE)	After Job (OPEN/CLOSE)
TRSV	-	-
X-Tree Lower Master Valve	-	-
X-Tree Upper Master Valve	-	-
X-Tree Wing Valve 1.1 (inner)	-	-
X-Tree Wing Valve 1.2 (outer)	-	-
X-Tree Wing Valve 2.1 (inner)	-	-
X-Tree Wing Valve 2.2 (outer)	-	-
X-Tree Swab Valve / Tree Cap	-	-
A-Annulus Valve A.1	-	-
A-Annulus Valve A.1.2		

Description



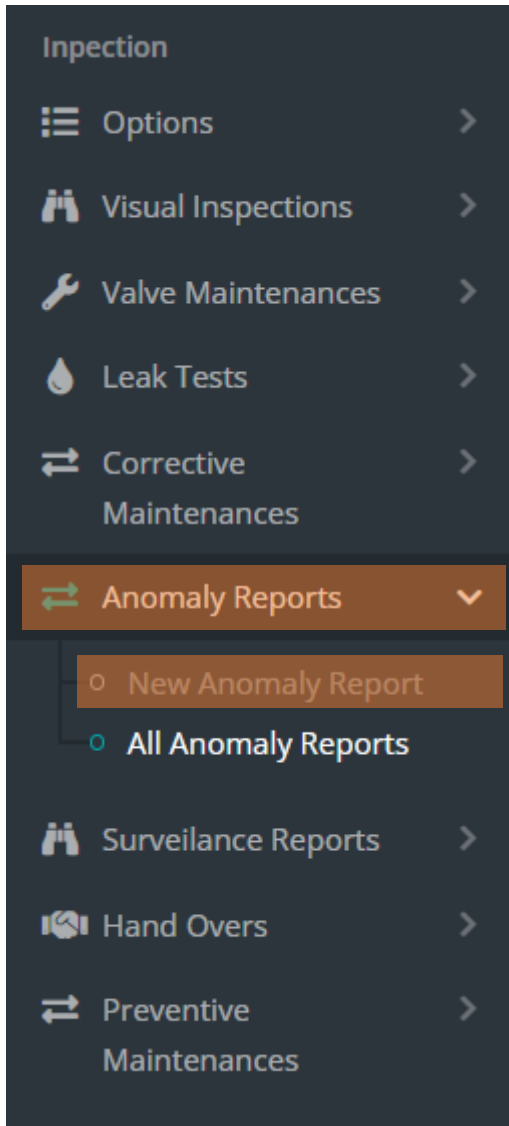
Valve Status
Wellhead Accessories Availability

Type	Before Job (YES/NO)	After Job (YES/NO)
Tree Cap Pressure Gauge	-	-
A-annulus Pressure Gauge	-	-
B-annulus Pressure Gauge	-	-
Tree Cap Needle Valve	-	-
Tree Cap NPT Plug	-	-
Tree Cap Nipple	-	-
SCSSV Needle Valve	-	-
Swab Valve Handwheel	-	-
Master Valve Handwheel	-	-

- ❖ Jika semua data sudah terisi, lalu klik button “Update” yang terletak di bagian atas form ataupun bawah form

Anomaly Report

- ❖ Pilih menu “Anomaly Report” dan klik “New Anomaly Report”



- ❖ Muncul halaman seperti ini, lalu pilih data well yang ingin diinputkan dan atur tanggal kapan anomli ditemukan , serta kapan anomaly tersebut ditemukan setelah itu klik button “Save”.

Anomaly Reports Management [Create New Anomaly Report](#)

Create New Anomaly Report

Well

Test Date

- Untuk pemilihan nama wells, bisa mengetik pada kolom search lalu akan muncul nama well yang dicari

lc

- LC #LC-1ST
- LC #LC-2L
- LC #LC-2S
- LC #LC-3L
- LC #LC-3S
- LC #LC-4
- LC #LC-5L
- LC #LC-5S
- LC #LC-6L
- LC #LC-6S
- KLC #KLC-1L
- KLC #KLC-1S
- KLC #KLC-2

❖ Muncul halaman form Anomaly Report

Anomaly Reports Management [Edit Anomaly Report](#)

Anomaly Report Items Index

Search:

#	<input type="checkbox"/>	Device Part	Valve Id	Report Picture Path	Description	Condition	Sort	Actions
No data available in table								

Edit Anomaly Report : AR EAST #BA-9 [2025/02/07](#)

Well

Test Date

Remarks

Tester Leader

Tester

Description

Status

- Isikan data mengenai anomaly report tersebut

Edit Anomaly Report : AR EAST #BA-9

2025/02/07

Well

BA #BA-9

Test Date

07/02/2025

Remarks

Tester Leader

- Select Inspector/Tester -

Tester

- Select Inspector/Tester -

Description

Status

Disabled

Cancel



Update



- Klik button “New Anomaly Report Item” untuk menambahkan temuan anomali pada well tersebut

Anomaly Reports Management

[Edit Anomaly Report](#)

Anomaly Report Items Index

[+ New Anomaly Report Item](#)



Search:

#	<input type="checkbox"/>	Device Part	Valve Id	Report Picture Path	Description	Condition	Sort	Actions
No data available in table								

- Muncul form anomaly report item

Create Anomaly Report Item ✕

Valve Id

Device Part

Report Picture Path

Description

Condition


- Lalu isikan data mengenai anomaly item yang ditemukan dan klik button “Create”

Create Anomaly Report Item ✕

Valve Id

Device Part

Report Picture Path



Description

Condition

- Semisal ada temuan anomali lebih dari satu maka bisa mengikuti Langkah sebelumnya
- Setelah itu klik button “Update” untuk menyimpan data anomaly report


Anomaly Reports Management

Edit Anomaly Report

Anomaly Report Items Index

New Anomaly Report Item

Search:

#	<input type="checkbox"/>	Device Part	Valve Id	Report Picture Path	Description	Condition	Sort	Actions
1	<input type="checkbox"/>	needle Valve	SCSSV		NEEDLE VALVE THREE WAY AT SCSSV BROKEN AND DAMAGED	NIPPLE HEAVY CORROSION AND NEEDLE VALVE BROKEN	1	<div><div></div><div></div></div>

Edit Anomaly Report : AR EAST #BA-9 2025/02/07

Well

BA #BA-9

Test Date

07/02/2025

Remarks

Tester Leader

Agus Purwanto

Tester

M. SAIFUL BAHRI

Description

Status

Disabled

Cancel

Update