

Discussed on:

Date/Ref.:

30.08.2010 jac

Completed
Date

Examination Rules BAUER Training Center GmbH for Certified Drilling Rig Operator (OT-B)

1. Preconditions of admission:
It is necessary to be able to evidence attendance for at least 80% of the course programme (4 of 5 days or 2.5 of 3 days, theory or practice) to be admitted to an examination.
2. Object of examination:
The object of the examination is to establish whether the examination candidate possesses the requisite knowledge and skills of the qualification objective and is familiar with the study material.
Examination questions relating to trade or business secrets are not permitted.
3. Non-public nature:
The examinations are not public.
4. Duty of identification and instructions to be given:
The examination candidates must upon request provide evidence of their identity. They must be instructed before the beginning of the examination as to the procedure for the examination, the time available, the working tools and aids permitted, and the consequences of cheating and breaching the relevant rules.
5. Withdrawal, non-attendance:
The examination candidate will be asked before the examination whether he/she considers himself/herself able to take the examination.
If withdrawal takes place following commencement of the examination or if the examination candidate fails to attend the examination without good cause, then he/she shall be deemed to have failed the examination.
6. Assessment of examination
With theoretical and written examinations, it shall be ensured that all examinations are adjudged and assessed/reviewed according the dual-control principle.

The examination results shall be converted into percentages and graded as follows:

< 75.00 % of correct answers	fail
≥ 75.00 % of correct answers	pass

The evaluation of the practical/oral examination follows the same format as the assessment method illustrated.

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The examination taken to obtain the "Certified Drilling Rig Operator" certificate consists of a theoretical and a practical examination. A separate certificate is issued for each examination. The "Certified Drilling Rig Operator" certificate shall only be issued when both individual examinations have been passed successfully.

- Theoretical examination: The theoretical examination consists of 40 questions which have to be answered within a 60 minute period.
- Practical examination: In the practical examination, the examinee must go through all five stations of the training site. In doing so, the examinee must perform various sub-tasks at each station.

If the theoretical and practical examinations take place virtually one after the other and both examinations are performed successfully, there shall be no need to issue a separate certificate for each of the two examinations. Instead, just the final "Certified Drilling Rig Operator" certificate shall be awarded to the examinee.

8. Examination certificate

The examination candidate shall receive a certificate relating to the examination passed. The certificate shall contain the following:

- Name of candidate
- Date and scope of course
- Content of study
- Date on which examination was passed
- Signature of BAUER Training Center GmbH manager and trainer

9. Failed examinations / Resits

If a candidate does not achieve a 75% mark and has thus failed the examination, the examinee shall receive a certificate of attendance for the seminar in question.

It is possible to re-take either of the theoretical and practical examinations once only. This resit may not be taken before the next examination date. To re-take an examination, it shall not be necessary to attend the theory or practical course again, or any part of them.

10. Examination documents:

Upon application, the examination candidate shall be permitted to inspect his/her examination documents after completing the examination. The written examination work and the certificate must be retained by BAUER Training Center GmbH according to statutory record-keeping duties.

11. Confidentiality

Those in charge of the examinations must maintain confidentiality in relation to third parties in respect of all examination procedures.

Memo

Meeting

Telephone call Notification



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12. Examination dates:

Examinations shall as a rule always take place at the end of the last seminar date of a qualification programme.

13. Approval, entry into force:

The examination rules were approved on September 30th, 2010 by the managing director of BAUER Training Center GmbH and enter into force from October 1st, 2010.

A handwritten signature in blue ink, appearing to be 'i.v. J. J. J. J. J.' with a large flourish at the end.

(Signature BTC-MD)