

## PERSONAL DETAILS

### RIKA AMELIA NOVI TRIANA

Age: 33 years old  
Place of birth: Jambi, November 11, 1991  
Religion: Moslem  
Address: Villa Arima Garden Blok F01, Rumbai, Pekanbaru  
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## EDUCATION

**2013** Bachelor's degree in public health Faculty, Majoring Occupational Health and Safety, Universitas Indonesia  
GPA:3.64 out of 4.00  
Thesis: Occupational Health and Safety Risk Assessment and Evaluation on Mining Activities in PT Arutmin Indonesia Tambang Asam Asam South Borneo 2013

## SKILL

HSE Technical aspects for Drilling and Well Intervention, HSE Performance Reporting, Risk Management, Accident Investigation, HSE Training, CSMS, HSE Audit

## WORKING EXPERIENCE

- Aug 21 - Present** **Jr. Analyst Safety EDPP at PT Pertamina Hulu Rokan**
- Deliver support for operational excellence of drilling and completion operations thru drilling campaign program and monitoring effectiveness of the HSE implementation in the rig operations.
  - Establishment of incident investigation and reporting program in DWI operations
  - Supporting and assisting the implementation of HSE Internal and external audit in DWI
  - Assigned as champion PEKA and P-HORSE to establish the program across Drilling Safety EDPP Team
  - Implement the robust and well managed of HSE data management.
- July 2020 – Aug 2021** **HES Engineer D&C at PT Chevron Pacific Indonesia**
- Establishment hoisting systems program, program included maintenance regime, inspection, control, utilisation and identification
  - Establish a program to achieve full compliance of all D&C facilities and equipment in accordance to GOI regulations
  - Develop screening process and alignment process for all permitting related MVS system, safe drilling load matrix and load restraint technical requirement
  - Monitor implementation of fatigue management for dual role driver through DIMS"
  - Finalize inter-field driving safe practice from contractor and strengthen vehicle maintenance audit implementation
  - Conduct MVS and driver forum on a regular basis to ensure all the parties involved are well known for the Best Safety standard of safe driving, calibrate the MVS competencies, discuss the MVS lesson learn through learning team methodology
  - Review of procedure and implementation of SYLA/SWC of Tubular Handling at WOWS and Drilling rig operation
  - Aligning all BPs procedure with MSW requirements and CPI governance.
  - Aligning all BPs procedure with SYLA/SWC requirements and company governance

2014 - 2020	<ul style="list-style-type: none"> <li>○ Implement the robust and well manage of HES data management</li> </ul> <p><b>Drilling &amp; Completion HES Field Representative at PT Chevron Pacific Indonesia – Under PT Vadhana Internasional</b></p> <ul style="list-style-type: none"> <li>○ Support the Chevron Drill or Well Site Manager in achievement of safe operations for drilling, work-over, and completion activities. Knowledgeable of relevant internal Chevron standards and external regulations to ensure activities associated with D&amp;C operations are in full compliance. Support the Chevron SMO D&amp;C HES Team to ensure alignment with HES initiatives and objectives as well as timely and accurate reporting per requirements.</li> <li>○ Supervise and assist Rig company to build their HES System and maintain its implementation including but not limited to (training and roles refer to MSW Chevron, OSHA, API, ANSI ; Short Service Employee Process, HES Inspections, HES Meetings, Audit, Dropped Objects Prevention Scheme, Incident Investigation and Reporting)</li> <li>○ Deliver HES Training (Incident Investigation &amp; Reporting, Dropped Object Prevention Scheme, Hearing Conservation Program and Motor Vehicle Safety)</li> <li>○ Monitor, supervise and coach personnel in the rig site related to risk management and activities such as risk assessment, JSA, work permit, safety meeting and internal training</li> <li>○ Assist drilling company to held well control, Fire, H2S and Medivac drill</li> </ul>
2014	<p><b>HSE Drilling Project at KSO Pertamina EP – Benakat Barat Petroleum</b></p> <ul style="list-style-type: none"> <li>○ Coordinate with HSE officer from drilling companies about HSE Plan, Program and KPI</li> <li>○ Plan, and prepare any documents for pre-spud in inspection</li> <li>○ Paticipate in any HSE inspection such as fire extinguisher, emergency and rig equipments</li> <li>○ Monitor and evaluate existing HSE program from drilling company to be put on CSMS summary</li> <li>○ Monitor environmental aspects in rig site, such as mud/ground pit, cutting trap, and drilling waste and environmental monitoring</li> <li>○ Participate and supervise in risk management and activities such as risk assessment, JSA, work permit, safety meeting and internal training</li> <li>○ Review existing training plans and specific campaign tools in the rig site</li> </ul>
2013	<p><b>HSE Officer and Administrator at KSO Pertamina EP – Benakat Barat Petroleum</b></p> <ul style="list-style-type: none"> <li>○ Assist HSE Coordinator to maintain implementation of OHSAS 18001, ISO14001, and ISO 9001</li> <li>○ Create,prepare,and evaluate HSE documentation system</li> <li>○ Delivers afety induction to the visitor and new employee at the Head Office,Jakarta</li> <li>○ Responsible to held Monthly HSE Talk Head Office</li> <li>○ Reporting weekly ,monthly, term and annual HSE Program internally and to Pertamina and Ditjen Migas</li> <li>○ Conduct HSE Inspection such as emergency equipment and house keeping</li> <li>○ Prepare any documents and stuffs related to the environment program such as PROPER,drainage water monthly internal report, UKL/UPL term report to Pertamina EP, KLH and Ditjen Migas.</li> </ul>
2013	<p><b>Internship Student at PT. Arutmin Indonesia Tambang Asam Asam, South Borneo</b></p> <p>Develop and evaluate existing risk assessment in mining activities at Pit 4 and Pit 5using AS/NZS 4360 : 2004 and Job Hazard Analysis Form</p>
2012	<p><b>Internship Student at PT Krakatau Steel (Persero) Tbk.</b></p> <p>Evaluate the implementation of Occupational Health and Safety Program in Slab SteelPlant II in 2012</p>

## CERTIFICATE OF COMPETENCY

2025	NEBOSH IGC
2024	Occupational Health and Safety Supervisor Oil and Gas Industry (Indonesian Professional Certification Authority)
2023	Oil Spill Responder International Maritime Organization Level I (IMO Level I)
2021	Authorized Gas Tester
2016	Hygiene Industri Muda (Indonesian Professional Certification Authority)
2015	IRCA Lead Auditor OHSAS 18001: 2007

## TRAINING, WORKSHOP AND SEMINAR

2024	<ul style="list-style-type: none"> <li>• Training Verifikator CSMS Zona Rokan</li> <li>• TTT CLSR PHR Zona Rokan</li> <li>• Training P-HORSE Pertamina</li> </ul>
2023	<ul style="list-style-type: none"> <li>• Pelatihan Teknik Audit Berbasis ISO 19011:2018 by PT Bintang Solusi Utama and HC PHR WK Rokan</li> </ul>
2022	<ul style="list-style-type: none"> <li>• Pelatihan Pelaporan dan Investigasi Insiden oleh Sub Holding Upstream PT Pertamina Hulu Energi</li> <li>• Advanced SUPREME by Pertamina HSE TC Sungai Gerong</li> </ul>
2018	<ul style="list-style-type: none"> <li>• TOT Save Your Life Action : SWC PWC Chevron Pacific Indonesia, Duri – Riau</li> </ul>
2017	<ul style="list-style-type: none"> <li>• TOT Managing Safe Work 11 Standards by Drilling &amp; Completion HES CPI, Duri - Riau</li> </ul>
2016	<ul style="list-style-type: none"> <li>• Hygiene Industrial by HSP Academy (Serpong, Banten)</li> <li>• TOT “PBED (Check-6) and E-Colors (Equilibria) by Equilibria and Check-6 (Duri, Riau)</li> </ul>
2015	<ul style="list-style-type: none"> <li>• Crosby Training Seminars (Fundamentals of Rigging per ASME, Heavy Lift Rigging and Block Clinic) held by Crosby Group/ Mr. Danny Bishop (Jakarta)</li> <li>• Managing Safe Work 2014 Chevron Training by FCV MSW 2015 (CPI Duri)</li> <li>• Incident Investigation and Reporting (5Why and Why Tree Method) Training by DnC SMO RCA Facilitator (CPI Duri)</li> <li>• Dropped Object Prevention Scheme (DROPS) awareness Training held by K2 (CPI Duri)</li> <li>• Heavy Equipment Motor Vehicle Safety FCV Training by Subject Material Expert HE MVS Chevron) (CPI Duri)</li> </ul>
2014	<ul style="list-style-type: none"> <li>• Lifting &amp; Rigging Fundamentals by ToT L&amp;R SME DnC CPI SMO ( Duri)</li> <li>• Hand Injury Prevention by HES Specialist DnC CPI SMO (Duri)</li> <li>• Motor Vehicle Safety &amp; DDC Training by D&amp;C CPI SMO (Duri)</li> <li>• Seminar Keselamatan dan Kesehatan Kerja Nasional “Strategi Mereduksi Potensi Accident dengan Pendekatan Behavior di Industri Migas dan Tambang” (Universitas Indonesia, 7th of June 2014)</li> </ul>
2013	<ul style="list-style-type: none"> <li>• Training ISO 31000:2009 Occupational Health and Safety Risk Management</li> <li>• Cardiopulmonary Resuscitation Training (Pro Emergency Training, 28th of August in Jakarta)</li> <li>• Workshop ‘Menuju Proper Hijau’ (VP HSSE Pertamina EP, Jakarta)</li> </ul>
2012	<ul style="list-style-type: none"> <li>• Basic Fire Fighting Drill Training (Pertamina Maritime Training Center June 20 in Jakarta)</li> <li>• Seminar Nasional Keselamatan dan Kesehatan Kerja “Peran Ahli K3 dalam Penerapan Safety Behavior untuk Mewujudkan Safety Culture di Lingkungan Kerja Pertambangan dan Migas ”(29th of September Faculty of Public Health, Universitas Diponegoro, Semarang)</li> <li>• Keselamatan dan Kesehatan Kerja Nasional Seminar and Expo 2012,(24th–26th of April at Smesco Convention Center, Jakarta)</li> </ul>

## LANGUAGE PROFICIENCY

English: Speaking (**Fluent**), Reading (**Fluent**), Listening (**Fluent**), Writing (**Good**)

TOEFL PBT/ ITP: score 510 of 677

IELTS: score 6 of 9

## ACHIEVEMENT

<b>2021</b>	Teladan award in contributing and ensuring DC HES database retention and availability support for smooth transition to next operator by GM OE/HES CPI
<b>2020</b>	HES D&C man of the month by TM OE/HES D&C CPI
<b>2011</b>	Education Honorable Scholarship award by Jambi Government
<b>2010 - 2012</b>	Peningkatan Potensi Akademik (PPA) Honorable Scholarship award by Dirjen Pendidikan Tinggi (Dikti) 2012
<b>2011</b>	Abstract contributor on 44 <sup>th</sup> Asia Pacific Consortium for Public Health (APACPH) 2011 in South Korea.
<b>2009</b>	Peningkatan Potensi Kegiatan Belajar (PPKB) Undergraduate Student award by Universitas Indonesia
<b>2011</b>	Education Honorable Scholarship award by Jambi Government

## ORGANIZATION

<b>2012</b>	Auditor of Finance Executive of Student Boad (BEM IM FKM UI 2012) Responsibility: Check and audit of financial report from bureaus, departments and each projects and events.
<b>2011</b>	Internal Deputy of Fund and Raise Bureau (BEM IM FKM UI 2011) Responsibility: Develop strategies for collecting and managing financial resources for organization.

## REFERENCES

1. Rides Anditawarman – Gulf Drilling International HSE Corporate – 08128444577
2. Yuli Nurcahyo – Dragon Oil HSE Corporate - 081388984340