



API Spec Q2 Service Quality Kit

Service quality plan, job-ready checklist, service-related equipment and personnel competency for well services.

What's inside

File	What it is / how to use it
01_API_Q2_Service_Quality_Workbook.xlsx	Equipment register, competency matrix and job log with flags.
02_Service_Quality_Plan.docx	Job-level plan template.
03_Job_Ready_Checklist.docx	Dispatch checklist.

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About the author

Built by Matt Norman, US Navy veteran and former SpaceX Falcon 9 quality inspector and QA supervisor. (Not affiliated with or endorsed by SpaceX.) Norman Quality Tools is Veteran-Owned & Operated. Contains no SpaceX, government, or customer proprietary information; all example data is made up.

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Service Quality Plan (SQP)

API Spec Q2 Service Quality Kit - Document 02 - Rev A (2026-10)

Job #		Customer	
Location / well		Dates	

Item	Entry
Scope of service	
Customer requirements / contract refs	
Risks and controls	
Equipment assigned (IDs)	
Personnel and competencies	
Procedures / work instructions	
Inspection and acceptance criteria	
Communication and MOC contacts	
Records to deliver	

Role	Name	Signature	Date
Prepared			
Approved			
Customer (if required)			

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