

IADC TRAINING COMMITTEE MEETING
18 April 2012
Atwood Oceanics – Houston, Texas



Welcome, Building Information & IADC Anti-trust Policy & Guidelines

The IADC Training Committee was called to order by Bob Burnett, Hercules Offshore (Training Committee Chairman). Dave Demski, Atwood Oceanics, gave a brief building and emergency procedures orientation. Mr. Burnett reviewed the IADC Anti-trust Policy & Guidelines, calling attention to prohibited discussion topics. For a copy of the IADC Anti-trust Policy & Guidelines refer to <http://iadc.org/antitrust/>.

Introductions

Revision of SEMS Drilling and Completions Training Matrix

Brenda Kelly

In 2011 three training matrices were developed by an industry group for the purpose of assisting companies in preparing for implementation of the new U. S. Safety and Environmental Management System (SEMS) regulation. Matrices developed were for Drilling and Completions, Production, and Marine positions. These matrices listed position-specific training defined in federal regulations or training that is strongly inferred by regulation or commonly accepted by industry as appropriate for specific positions.

IADC lead the review and updating of the Drilling and Completion matrix, adding additional positions and training requirements. Positions such as subsea engineer, electronics technician and others were added. Regulatory references were reviewed, confirmed and additional references added. Some positions and training requirements were removed from the matrix because they were determined to be licensed positions with training requirements regulated by flag state not U.S. regulation, or already included in another matrix (e.g., Marine Training Matrix).

During the review process, a recommendation to create a Well Services Matrix was made. This work will proceed at a later date.

The revised matrices will be available through the new Center for Offshore Safety. Contact Julia Swindle at julia.swindle@iadc.org for information.

ISNetworld's Standardized Training Matrix- What to Expect

Randy Perkins, ISNetworld (ISN) provided a brief history of ISN's involvement in the oil and gas industry, which began with operators asking ISN to develop a method of tracking employee and contractor training. Training matrices were used to map requirements and allow the operator to set training requirements by activity or job. The system accommodates contractors' inputting employee training documentation. Today 90 % of the training requirements are standardized across operator members of ISN.

Training records are reported to ISN and are verified by "ISN RAVS", the owner client and 3rd parties. Owner Clients create "activity lists" (or job qualifications) and the contractor enters training and submits Training Qualifications (TQ) prior to going to the job site. Reports can be generated to view the employee's "Training Qualification Report" that shows the jobs an employee is qualified for, why he/she is qualified, and training certification and expiration dates. Verified records follow the employee whenever he/she changes employers; non-verified records

do not follow employee. This also allows for individuals who are not qualified to be easily identifiable.

Employees can receive scannable ISN cards. Temporary cards are acceptable as are employer cards as long as the company's card has the same ISN number and barcode.

Lindsey Chase (ISN) clarified some aspects of the General Non-Verified TQ program and elaborated on the changes that were made with the system upgrade that occurred in December 2011. General Non-Verified TQ allows the contractor to submit general TQ records to the Owner Client through a one-time upload instead of the multiple entries that were previously required. These General TQ's were developed in conjunction with Operators using the system.

If an employee is terminated, the training record is deactivated by ISN but the history remains.

Enhancements are currently being made to the TQ. ISN has been holding meetings and workshops in the US and Canada to focus on the usability of ISN system and discuss enhancements. Attendees made 6 requests for enhancements, including:

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|--|---------------------|
| 1. Provide a template for mass uploading of TQ data | Status: completed |
| 2. Automate mass upload process | Status: completed |
| 3. Create equivalencies among Owner Clients requiring TQ | Status: completed |
| 4. Update Qualification Submission Pages | Status: In Progress |
| 5. TQ Project and Activity Requirements Assignments | Status: In Progress |
| 6. Create compliance reports by activity or employees | Status: In Progress |

The next Help/User Group Meeting and Crawfish Boil is Tuesday, May 8, 2012 at River Oaks Catering and Event Center, 520 East Kaliste Saloom Road, Lafayette, LA 70508.

Documenting SEMS Requirements in the PEC System

Pete Eustis (PEC Premier) reported that the number of operators using their system has increased significantly since the SEMS requirements were implemented in November 2011. PEC Premier has focused their efforts on understanding what is required for compliance with SEMS and standardizing the response to those requirements. Operators have opportunity to adopt a matrix that can be adopted as the contractor matrix and then built upon, based on the contractors need. Templates are used to upload information into PEC Premier. These templates are customizable at a cost. After the customization has taken place, there is no additional charge. PEC Premier allows for 3rd party trainers to upload their training records directly. All training information is verified for the operator with a desktop audit or a site visit conducted, depending on the risk and cost.

Currently each operator must create and enter a training matrix. PEC Premier recommends standardization of the training matrices across operators, with IADC and others having input into the standardization process.

Update on API RP 2D Revision

Joe Hurt (IADC) briefly reviewed the proposed changes to API RP 2D-Operation and Maintenance of Offshore Cranes. The latest version was sent out for review in January 2012. It is specifically for rig lifting operations. Redundancy found in the previous version has been removed. New training and operators' requirements have been added. Mr Hurt has great concern that this RP will greatly impact training requirements and will likely become a federal regulation/standard as it is referenced by BSEE. Mr. Hurt strongly encouraged contractors who may be impacted by the RP to attend the next meeting of the RP 2D Review Team, and be a part of the review process. Bob Burnett, Hercules Offshore, added that BSEE is pushing for this

version to be a standard, and as such, the API group needs involvement from drilling contractors. Review work is expected to be completed by 4th quarter 2012 or early 2013. If anyone would like to see the current version of the proposed RP 2D please contact Joe Hurt at joe.hurt@iadc.org.

IADC Proposed Lifting Curriculums

Brenda Kelly, IADC

Ms Kelly reviewed the development of the Training Committee's proposed curriculums for Hoist Operator, Rigger, and Crane Maintenance training. Ms Kelly indicated that these curriculums have undergone members' review, comments have been addressed, and the accreditation program development process has been in process (although delayed).

In light of API's efforts to review and update RP 2D, Ms Kelly asked members for their views on proceeding with IADC accreditation program development for the proposed lifting curriculums. She recommended that the API and IADC versions of proposed training curriculums be compared, and a decision as to whether or not to proceed with accreditation program development be made.

Attendees encouraged proceeding with development of IADC accreditation program. At this point, Ms Kelly asked for volunteers to join a review team to conduct the comparison of API and IADC proposed programs. A report with recommendations will be made at the next Training Committee meeting.

Action Item: Compare API and IADC lifting curriculums; decide whether IADC should continue to develop the curriculums and accreditation program or if API proposed standard is adequate for IADC to use. Mike Mathena (Pacific Drilling), John Portier (Nabors), Eliot Doyle (ENSCO plc), and Paul Chaney (America's Top Safety Training) have volunteered to do the comparison. Brenda Kelly will facilitate the review.

IADC News

Brenda Kelly, IADC

- The IADC KSA project is awaiting official authorization for the Executive Committee to proceed with implementation. Status reports will be given at future meetings.
- IADC is building a new central database for all services and activities of our members. Accredited training providers will be impacted. The new system will establish a web portal through which accredited providers will use their own account to enter the system to purchase certificates, update program contact information, and verify records (e.g., training records, instructors, program contacts, etc.) In the near future, new applications for accreditation will be received through the portal.
- 16 May 2012 the Well Control Committee will host a special panel discussion on well control issues for land drilling. This event will be in conjunction with the regularly scheduled Committee meeting.

Open Discussion:

- Attendees from a drilling contractor stated that they have been audited by BSEE and that warnings were no longer being used. Non-conformities (INCS) are being written.
- ISN requires contractors to be a member before they can input training records. SafeGulf Advisory Board should discuss this issue at the next meeting.
- In discussing where to find the right people, Joe Ed Bunton told about Lone Star College's 2-year program specifically for preparing individuals to enter the oil and gas industry. Core skills are taught as a means of establishing a foundation upon which to

build corporate training. This program filters out those who would not make it and measures/tests for each student's aptitude.

- For information on service company training matrix please contact Julia Swindle at swindlej@centerforoffshoresafety.org.

Future meeting topics:

- Center for Offshore Safety's requirements to become a certified auditor
- Overview of BSEE Audits and Activities – Transocean possibly to speak about their audit experience
- Where new people will come from (George King, Lone Star Community College)
- What new crew will look like/what competencies (Mike Mathena, Pacific Drilling)
- Service company training matrix
- Update on KSA project
- What is happening in training to qualify people to become adequate or qualified to work?
"Compress timeline for training"

Future meeting dates:

25 July 2012 at ENSCO plc
24 October 2012 at Transocean

Meeting adjourned at 3:30 p.m.

Attendance:

Name		Company Name
Chanda	Chaney	America's Top Safety Training
Paul	Chaney	America's Top Safety Training
Barbara	Lopez	Apache Deepwater
Dave	Demski	Atwood Oceanics
Denise	Davidson	Atwood Oceanics
Chris	Mathee	Atwood Oceanics
Allan	Gregorcyk	BassDrill
Julia	Swindle	Center for Offshore Safety
Pete	Eustis	Counsil Development Corp (dba) Pec/Premier Safety Management
Lonnie	Leger	Ensco plc
Eliot	Doyle	Ensco plc
Monique	McClendon	Ensco plc
Andy	Erwin	Falck Alford
Antonio	Moreira	GME Solutions

Danielle	Duplantis	Gulf Coast Training Technologies
Bret	Parks	Helmerich & Payne
Jeff	Stewart	Helmerich & Payne
Chris	Myers	Hercules Offshore
Bob	Burnett	Hercules Offshore
Adrienne	Sicinski	Hercules Offshore
Brenda	Kelly	IADC
Janet	Lara	IADC
Joe	Hurt	IADC
Stephanie	Bates	IADC
Robert	Dowlearn	Knowledge Ops Inc.
Scott	Shamwell	Knowledge Ops Inc.
George	King	Lone Star College
Joe Ed	Bunton	Lone Star College
Megan	Perry	Marathon Oil
Christopher	Plaeger	Moxie Media, Inc.
John	Portier	Nabors Offshore
Grant	Almond	National Oilwell Varco
Stacey	Monroe	National Oilwell Varco
Robert	Hall	National Oilwell Varco
Cecil	Going	National Oilwell Varco
John	Lund	New Tech Global Ventures
Megan	Lineberger	Noble Drilling
Jack	Kules	Noble Drilling
Suzanne	Munro	NSL America
Mike	Mathena	Pacific Drilling Services Inc.
Jaime	Wawra	Pacific Drilling Services Inc.
Jessica	Selvidge	Petrofac Training
Rebecca	Chadwick	Petrofac Training
Joe	Hartman	Petrofac Training
Scott	Randall	PlusAlpha Risk
Mick	Stormonth	Risktec Solutions
Tyler	Kerps	Rowan Companies
Shannan	Stavinoha	RST Global Solutions
Mark	Trahan	Safety Management Systems

Bill	King	Scomi Group/Scomi Oiltools
Tim	Callais	Sidewinder Drilling
Debbie	Michael	TEM Holding Company DBA Will Duett
Ricky	Michael	TEM Holding Company DBA Will Duett
Larry	Morvant	Well Control School