

**IADC TRAINING COMMITTEE MEETING  
19 October 2011  
OCS Group – Houston, Texas**



**Agenda Item #1: Welcome, Building Information & IADC Anti-trust Policy & Guidelines**

The IADC Training Committee was called to order by Bob Burnett, Hercules Offshore (Training Committee Chairman). Mike Holzer, OCS Group welcomed attendees. Tony Taylor, OCS Group 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/>.

**Agenda Item #2: Attendee Introductions**

**Agenda Item #3: SEMS Toolkit Overview**

Brenda Kelly, IADC, provided an overview of the items in the “SEMS Toolkit”. The six tools include:

- Audit Checklist – This checklist will be adopted by American Petroleum Institute’s Center for Offshore Safety (COS) and utilized by COS when conducting SEMS audits.
- Compliance Readiness Worksheet – Built upon the audit checklist, the worksheet is particularly valuable to contractors as they assess their readiness to assist lessee/operators in complying with SEMS.
- Knowledge and Skills Documentation Worksheet – Documenting employees’ knowledge, skills, qualifications to perform their work responsibilities is an essential element of the SEMS regulation. This tool provides a simplified means of documenting qualifications and assessment, both formal and informal.
- Operator-Contractor Agreement Letter Templates – Three templates developed to assist an operator achieve agreement with their contractors on safety and environmental policies, procedures, and processes.
- Terms/Definitions Clarification Document – Terms used in the SEMS regulation that may not be clearly defined within the regulation itself.
- Matrices of Regulatory Mandated Training for Drilling/Marine/Production – Identify training mandated by U.S. federal regulations that is tied to specific oil and gas industry positions.

All of these tools are currently available, free of charge, via the IADC website at the following link: <http://www.iadc.org/sems-toolkit/>. Power point presentations describing each tool in more detail are also available at this website.

**Agenda Item #4: SEMS II**

Julia Swindle, IADC, presented highlights of the proposed changes to the Safety and Environmental Management (SEMS) Requirements issued by BOEM on 14 September 2011. While there are minor changes throughout the new document, Ms. Swindle pointed out changes in 4 existing elements:

- Job Safety Analysis (JSA) – Will require supervisory sign-off on JSA before a task is performed.
- Training – Awareness of new SEMS II requirements must be added to SEMS training.

- Audit Requirements – All audits must be performed by independent third party auditors. Internal audit staff may no longer conduct SEMS audits.
- Qualifications of Auditors – Qualifications must be submitted to Bureau of Safety and Environmental Enforcement.

In addition Ms. Swindle described 4 proposed new elements: Stop Work Authority, Ultimate Work Authority, Employee Participation and Reporting Unsafe Work Conditions.

Ms. Swindle reported that Alan Spackman, IADC Vice President-Offshore Technical and Regulatory Affairs, is preparing comments to be submitted to BOEM on behalf of IADC and its members.

The full text of the proposed rule can be found at the following link: <http://www.iadc.org/iadc-committees/iadc-offshore-operating-division/documents/>. Scroll down to “29 September 2011 – Federal Register/Vol.76, 178/Wednesday, September 14, 2011/Proposed Rules”.

#### **Agenda Item #5: Lifeboat Simulators**

Tyler Brand, Virtual Marine Technologies (VMT), discussed advantages of the use of simulators in lifeboat training. “More lives have been lost in the last 10 years in lifeboat training drills than have been saved by lifeboats.” Mr. Brand pointed out that most accidents occur during lifeboat recovery efforts. He further stated that simulator training is especially helpful for training such as rough seas, night launching, equipment failure, free fall, davits, winches and other topics for which field, hands-on practice is not feasible. Simulator training is particularly beneficial for launch and maneuvering, with secondary benefits of communications skills development.

Mr. Brand reported that IMO/STCW has recently recognized the value of simulator training as part of a coxswain refresher course.

VMT had set up one of their simulators in a separate part of the OCS facility. Many meeting attendees visited the simulator during the breaks and after adjournment to try out the system first-hand.

#### **Agenda Item #6: BREAK**

#### **Agenda Item #7: Global Regulatory Training Requirements for Drilling Industry – Overview**

Simon Rooney, RST Global Services, informed the group about some of the challenges facing training providers in Brazil including:

- Many of the regulations in the Brazil Minister of Labor NR Series are currently available only in Portuguese;
- Much of the training called for is required to be conducted on the equipment as it will be used, i.e., prohibits training of certain offshore equipment at an onshore facility; and
- Length of training required per NR Series is often beyond that required in other parts of the world, i.e., required Forklift training is 40 hours.

Mr. Rooney outlined that training providers wanting to operate in this type of market must focus on: Flexibility & Responsiveness, Mobility, Planning (from concept to production), Commercial (must be financially beneficial to all parties), and Quality.

#### **Agenda Item #8: Regulatory Update – STCW, MLC**

John Pertgen, IADC, provided the Committee with information on two IADC-published semi-annual reports:

*International Standards Activities affecting the Offshore Oil and Gas Industries* – Posted in April and October.

This report provides a handy reference to the standards development activities of various organizations (e.g., the International Maritime Organization, International Labor Organization, the International Organization for Standardization, and various international trade associations).

*Federal Regulatory Actions Impacting the Offshore Industry* – Posted in January and July

This report provides a reference summary that reflects the regulatory actions, announced in the *Federal Register* by U.S. governmental agencies, which may affect operations in the oil and gas industries.

(Note: Both reports are available at: <http://iadc.org/committees/offshore/index.html>)

The most recent version of the *Federal Regulatory Actions Impacting the Offshore Industry* was posted on 6 July 2011. A few of the items highlighted by Mr. Pertgen are listed below. **(For a complete list, please see the full report available on the website (link above).):**

- *Department of Homeland Security*
  - The deadline for States to implement new minimum standards for Driver's Licenses and Identification Cards has been extended to 15 January 2013.
- *US Coast Guard*
  - Lifesaving Equipment: Protection Testing and Harmonization with International Standards - the USCG issued a Notice of Proposed Rulemaking that proposes to amend its regulations for certain lifesaving equipment, including launching appliances, release mechanisms and survival craft, among others. This proposed rulemaking would also harmonize the Coast Guard's design, construction, and performance standards for lifesaving equipment with international standards.
  - Amendment to Marine Safety Manual, Volume III – USCG issued a Notice of Proposed Policy Change with regard to their cancelling the issuance of AB-MOU credentials. If the policy is cancelled, a mariner holding a credential endorsed as AB-MOU would, upon renewal, have the endorsement converted to AB-Limited, or, if the individual is so qualified, to AB-Any Waters, Unlimited.
  - Merchant Mariner Medical Advisory Committee (MMMAC) – This is a newly formed committee that held its inaugural meeting in September 2011. The Committee's purpose is to advise the Secretary on matters related to medical certification determinations for issuance of merchant mariner credentials; medical standards and guidelines for the physical qualifications of operators of commercial vessels; medical examiner education; and medical research.
- *Department of Interior / BOEM*
  - Reorganization of Title 30: BOEMRE Splits to Become BOEM and BSEE – The DOI issued a Direct Final Rule outlining the authorities of the two new agencies. More information can be found at: <http://www.boemre.gov>.
  - Revisions to Safety and Environmental Management Systems (SEMS) Requirements – BOEMRE issued a Proposed Rule with updates to the original SEMS regulations, including the addition of 4 new elements. [Please see Agenda Item 4 above for more information].
- *Department of Interior / BSEE*
  - NTL: Temporary Helideck Closures – BSEE issued a Notice to Leaseholders offering guidance on the recommended safety practices for temporary helideck closures.
- *Department of Labor / Occupational Safety and Health Administration (OSHA)*
  - Occupational Injury and Illness Recording and Reporting Requirements – OSHA issued an extension to the comment period for their proposed rule to update its Injury and Illness Recording and Reporting regulation. This rulemaking will replace the current Standard Industrial Classification (SIC) system list of

industries with those based on the North American Industry Classification System (NAICS).

#### **Agenda Item #9: Competence Assurance Accreditation Update**

Mark Denkowski, IADC, updated attendees on proposed updates to the Competence Assurance Accreditation (CAA) program. The current CAA program is a position-based system, i.e. a company can have a program accredited that has been designed specifically for drillers or toolpushers. As a company expands the number of positions included in their program, they can apply to have those positions added to the accreditation.

This approach presented a challenge for service companies and other companies that don't fit the same Drilling Contractor/standardized positions model. As a result, IADC is creating a separate path to accreditation whereby a company may seek accreditation for a systems approach to assuring employee competence". Companies applying for accreditation would have to meet the same minimum standard for accreditation and maintain the same high standards for quality assurance.

#### **Agenda Item #10: IADC News**

Mark Denkowski, IADC, also rolled out a Request for Proposals for "Development of Knowledge, Skills and Abilities (KSA) for Critical Drilling Positions with Well Control Responsibilities." The project will be conducted in phases, with Phase 1 work expected to take 10 months to complete. Please see the attached Request for more details.

Brenda Kelly, IADC, updated the group on the review of HUET and Crane curriculums currently available for comment on the IADC website. Dr. Kelly reported that there have been very few comments received. Bob Burnett, Hercules Offshore, suggested extending the comment period for an additional 3 months. The proposed curriculums can be found at the following link: <http://www.iadc.org/iadc-committees/iadc-training-committee/proposed-curriculums/>  
Comments can be sent in to: [curriculum@iadc.org](mailto:curriculum@iadc.org).

Julia Swindle, IADC, presented the group with a sign-up form for hosting/sponsoring Training Committee meetings throughout 2012. IADC is looking for companies that are interesting in hosting a meeting, providing lunch or a "Lunch & Learn" for a meeting, or supporting the activities of the committee with a financial sponsorship. Ms. Swindle pointed out that the Training Committee and HSE Committee meetings are almost always held on consecutive days. Therefore, hosting a meeting is a two-day commitment, not just one. IADC plans to prepare a banner recognizing hosting/sponsoring companies. The banner will be displayed at every meeting of the Training and HSE Committees. For more information, please see the attached form. Completed forms can be returned to the IADC at [julia.swindle@iadc.org](mailto:julia.swindle@iadc.org).

#### **Agenda Item #11: Open Discussion/Next Meeting Dates**

**Next meeting dates:** Combined HSE & Training Committee, Feb 6, 2012, Omni Hotel, Houston

**Topics:** Members may submit suggested topics/speaker for future meetings to Julia Swindle at [julia.swindle@iadc.org](mailto:julia.swindle@iadc.org), IADC (Training Committee).

**Meeting adjourned at 4:30 p.m.**

#### **Agenda Item #12: Vendor Presentation – Moxie Media "SEMS Awareness" Video**

**Attendance:**

<b>Name</b>		<b>Company Name</b>
H. Gene	Wilson	<b>Aberdeen Drilling School, Ltd.</b>
Nick	Mcllvain	<b>ATEC Training &amp; Certification Services LLC</b>
Denise	Davidson	<b>Atwood Oceanics</b>
Dave	Demski	<b>Atwood Oceanics</b>
James	West	<b>Atwood Oceanics</b>
Danny	Hoyt	<b>Avrio Knowledge</b>
Alisha	Kelealir	<b>Baker Hughes</b>
Eliot	Doyle	<b>Ensco plc</b>
Amy	Eissler	<b>Ensco plc</b>
Andy	Erwin	<b>Falck Alford</b>
Pamela	Moore	<b>FMC Technologies</b>
Arlene	Martin	<b>Global Compliance</b>
Luis	Tellez	<b>GME Solutions</b>
Antonio	Moreira	<b>GME Solutions</b>
Bill	Waldroop	<b>Gulf Coast Training Technologies</b>
Stephen	Bohlmann	<b>Gulf Coast Training Technologies</b>
Harrold	Long	<b>Helmerich &amp; Payne IDC</b>
Julia	Swindle	<b>IADC</b>
Brenda	Kelly	<b>IADC</b>
Mark	Denkowski	<b>IADC</b>
John	Pertgen	<b>IADC</b>
Jarrold	Boudreaux	<b>Intertek Consulting &amp; Training</b>
Martin	Jones	<b>JTL CompEx</b>
Steve	Ryan	<b>JTL CompEx</b>
Robert	Dowlearn	<b>Knowledge Ops</b>
Scott	Shemwell	<b>Knowledge Ops</b>
Chris	Plaeger	<b>Moxie Media, Inc.</b>
Martin	Glenday	<b>Moxie Media, Inc.</b>
Robert	Hall	<b>National Oilwell Varco</b>
John	Clarson	<b>National Oilwell Varco</b>
John	Deshler	<b>National Oilwell Varco</b>
John	Lund	<b>New Tech Global</b>
Terry	Pickrel	<b>Occupational Safety Training, Inc.</b>
Margaret	Wood	<b>ODL, Inc.</b>
Nicole	van Ham	<b>Petrofac Training Services</b>
Jenni	Lewis	<b>Petrofac Training Services</b>

Thomas	Brunet	<b>Petrofac Training Services</b>
Scott	Randall	<b>PlusAlpha Risk Management</b>
Ryan	Croft	<b>Rig QA International, Inc.</b>
Mick	Stormonth	<b>Risktec Solutions, Inc.</b>
Tyler	Kerps	<b>Rowan Companies</b>
Robin	Boudreaux	<b>Safety Auditing &amp; Training Service</b>
Rachel	Mallett	<b>Seadrill Americas</b>
Hiett	Ives	<b>ShowDynamics.com</b>
Audrey	Crowson	<b>Transocean</b>
John	Towler	<b>Weatherford</b>
John	Goodly	<b>Weatherford</b>
Richard	Snyders-Blok	<b>Weatherford</b>
Barry J.	Cooper	<b>Well Control School</b>