



Macaé, September 09th 2015

**MINUTES OF IADC-BRAZIL HSE COMMITTEE MEETING
HELD ON SEPTEMBER 09th 2015 4:00 p.m. TO 6:00 p.m. AT FALCK SAFETY SERVICES IN
MACAE**

Present at this meeting were the following:

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| - Graham Gall – Falck | - Thaisa Aleixo – IADC-Brazil |
| - Marcio Martins – Transocean | - Tony Cox - IADC |
| - Jose Villanueva – Hydrasun | - Thiago Laender – OES |
| - Barrie Jones-Lloyd – SSE do Brasil | - Shariffe Ghoneim - OES |

The agenda for this meeting followed the same line of the previous meeting`s agenda. The focus of the meeting was as follows:

- Review the HSE committee goals for 2015.
- Discuss the plan of action for the HSE committee.
- Discuss the Drops Guideline, including how to compile data from members.

The following items were agreed upon

- IADC-BRAZIL drops guideline will cross-reference with the IADC corporate guideline and Industry learnings/procedures. The idea is to share recommendations with the Industry in Brazil and to present how to overcome problems. This final material containing the requirements and good procedures will be presented during the last IADC GM held in either October or November.
- The two smaller groups divided during the previous meeting will keep working collecting information for the next meeting. However, a small meeting on October the 7th will take place before the next HSE committee meeting aiming to put together the material collected by the groups and set up a draft to be finalized during the HSE meeting on October the 14th.
- Only people that are engaged working on the drops project will be invited to the next HSE meetings. The objective is have a solid group able to support the project to write a document without being redundant. The document is to include well defined interpretation and terminology as well as pictures.

The following item was discussed yet it remains open

- The intention of the HSE committee to work on compliance was discussed during the meeting. The committee decided that for this year it is not one of the goals. It was suggested the possibility of working with compliance with safety legislation in the future. This suggestion will be discussed during the Executive committee meeting and will be decided if HSE and compliance will work together as a group or separate.



Actions

- Tony will try to manage to get the IADC guidelines on drops, so the group will be able to use this material to reference the IADC-BRAZIL drops guideline.
- Tony is to send the drops incidents list from 2014 to 2015 to Marcio.
- Thaísa is to send an email to the members of the Compliance committee to see if they want or not to participate more actively on the HSE committee. If not their emails will be removed from the invitation list.
- Thaísa is to send the attendees email list to Villanueva so he can send an invitation to a online box for sharing documents.
- Tiago Laender is to send OES's updated material/presentation to the group.
- Thaísa is to email Fabricio to ask for the most updated version of the drops statistics presentation from Petrobras.

Next Meetings

The next meeting for the HSE committee was agreed to be held on October 14th at 4:00pm. The meeting will be at Falck Safety Services.

A small meeting prior to the HSE meeting was agreed to be held on October 7th at 4:00pm. The meeting will be at Falck Safety Services.