



Macaé, October 14<sup>th</sup> 2015

**MINUTES OF IADC-BRAZIL HSE COMMITTEE MEETING  
HELD ON OCTOBER 14<sup>th</sup> 2015 4:00 p.m. TO 5:00 p.m. AT FALCK SAFETY SERVICES IN  
MACAE**

**Present at this meeting were the following:**

- Marcio Martins – Transocean
- Thaisa Aleixo – IADC-Brazil
- 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:**

- Discuss the plan of action for the HSE committee.
- Discuss the Drops Guideline, including how to compile data from members.
- Discuss the drops presentation on the GM in November.

**The following items were agreed upon**

- IADC-BRAZIL drops presentation for the GM in November will include a simple summary of the work that have been done by the committee. For instance, analysis of the most commons causes for the drops, (corrosion, lack of inspections, and lack of primary retentions). Also it will include the analysis specific to the Brazilian market and what procedures have been done to overcome the drops.
- The presentation will include videos and pictures to show all the problems in an easier way of been visualized as well as training. In addition, the drops statistics from the companies will be presented showing the type of rigs presenting the higher number of incidents as well as when.
- Besides the presentation, a more elaborat document will be put available for the IADC company members (DC and associated members) via CD, USB, G-DRIVE or equivalent.
- This final document will describe drops definitions, types of retentions, surveys of inspections, working at heights and the equipment. Also, it will include the preventive controls that should be made/implemented/verified before starting working. This guideline should be used as a base for the companies to be able to organize their management system.

**Actions**



- Marcio will keep working on the drops presentation to the GM in November.
- Shariffe will send Marcio photos and pictures that could be included in the presentation and in the guideline. In addition, he will have a look on the BG document to start organizing the topics to be included in the final guideline.

### **Next Meetings**

The next meeting for the HSE committee was agreed to be held on October 28<sup>th</sup> at 3:00pm. The meeting will be at Transocean.