

International Association of Drilling Contractors



Workforce Development Committee Meeting

23 July 2014

1:00 – 4:30 pm

IADC

10370 Richmond Ave., Suite 760
Houston, TX 77042

Minutes

13:00 – 13:05	<p>Welcome & Call to Order Victor Fleming, Rowan, called the meeting to order.</p> <p>Facility Orientation/Safety Briefing & IADC Antitrust Policy Mark Denkowski, IADC, provided the facility/safety and antitrust information.</p>
13:05 – 13:15	<p>Attendees' Introductions Victor Fleming</p> <p>Mr. Fleming asked each attendee to introduce him or herself.</p>
13:15 – 13:30	<p>KSA Database Demonstration Brooke Polk, IADC</p> <p>Ms. Polk provided an update to the KSA Database, which was launched on 19 June 2014. The spreadsheets from two groups involved in the first phase of development have not yet been uploaded: Technical Maintenance and Marine Operations.</p> <p>Ms. Polk demonstrated how to access the FREE KSA Database from the IADC website. She noted that a pop-up blocker may cause problems and should be turned off before accessing the database.</p> <p>In the next phase, IADC's workgroups will be creating assessment templates.</p> <p>Meetings about Phase 2 will begin soon.</p> <p>Mr. Denkowski pointed out that the numbers at the end of each line of competence are for IADC's purposes and not meaningful to the user.</p> <p><u>Questions/Comments:</u></p> <p>Is it left up to each company to provide evidence of the competence? Yes. These line items are the industry's recommendations, but it is up to each company to determine what to include in their own Competence Program.</p> <p>Can we export the information to an Excel file. Yes. That will occur in Phase 2.</p> <p>Is this the lowest level of information for KSAs. Is IADC going to include more than the task level? Not in Phase 1. We are considering additional functionality in Phase 2.</p> <p>Is this available to people who are not IADC members?</p>

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	<p>Yes. It is free to everyone from the IADC website.</p> <p>Can we include our company's competency line items?</p> <p>Yes, but they would not be available to all the other users. [Ask Brooke about this.]</p> <p>Is there a way to provide additional feedback (rather than just the reasons for deselecting line items)?</p> <p>Yes. You can access the Feedback button during the process of selecting KSAs.</p>
<p>13:30 – 13:50</p>	<p>New Well Control Training—Who Needs Awareness and Introduction Level Courses Mark Denkowski, IADC</p> <p>Post-Macondo, there was a push to improve well control training. WellCAP's testing regime has been criticized. OGP in the UK produced a white paper of recommendations for moving forward with well control training, which IADC's WellCAP Advisory Panel reviewed. They agreed with some and not others and provided feedback.</p> <p>The Panel determined who should attend the training and at what level. One of the issues they were attempting to resolve was to find a way to force the trainees to be in the right training for their position. In the past (current) system, many drillers attempted the supervisory level training, which focuses on killing the well rather than shutting it in.</p> <p>In this phase of the new system's development, the Panel recommended five courses (levels) for the drilling operations track of training.</p> <p>The primary goal was to make the training as specific to position as possible. Other goals included developing a method for electronic testing and how to use simulators to achieve their maximum effectiveness. Instructor qualifications will also be improved.</p> <p>The curricula for the Introductory, Driller, and Supervisory level courses have been developed. The Awareness and Engineering levels will be developed in the next phase.</p> <p>Note: Currently, trainers report that retention rates are low for well control training, as indicated when the trainees return to renew their credentials after 2 years.</p> <p>The Panel is also looking at ways of improving continuous learning.</p> <p>Regulators are eager for these improvements to become a reality.</p> <p><u>Questions/Comments:</u></p> <p>Where does the opportunity for CBT stop?</p> <p>Awareness and Intro level can still use CBT. Other options for the use of CBT are still being evaluated.</p> <p>What kind of simulation requirements have been discussed? (E.g., detection of a kick).</p> <p>The simulators will have to be fully functional and can be programed to help with the training on theory as well as practice. The Panel is attempting to encourage more use of the simulators, including detecting kicks. They consider the use of simulators to be critical to the learning. There will be baseline requirements for the use of simulators (e.g., 25% of the course used for simulation) at both the driller and supervisory level courses.</p> <p>At the time of the rollout of the new system, will the instructors have to attend well control training through another training provider?</p> <p>No. In the new system, the instructors will have to take an instructor test rather than attending the course again. We are developing a matrix to show how instructors can become certified to teach in the new system. Current instructors will be "grandfathered" into the new system. Only new instructors will have to satisfy initial requirements. The Panel has backed off from what they initially wanted to do simply because of the difficulty of finding well control instructors.</p>

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	<p>Is there any refresher course the trainees need to take to renew their credentials? Could they take an online course to see if the trainee needs to take a refresher course in person?</p> <p>Options for renewals are still being discussed.</p> <p>How can we prevent people from cheating on the electronic tests?</p> <p>Will the instructors have to improve their knowledge of the simulators?</p> <p>That is also being determined. We have discussed different ways of improving the instructors' knowledge of the simulators.</p> <p>Note: One of our first requirements will be to separate the drillers from the supervisors. We hope to implement that requirement in January but realize that could pose problems for some training providers.</p> <p>Is there a system in place for people who are already at the supervisory level to be able to skip the driller course since they are already beyond that level?</p> <p>We cannot actually require anyone to do anything. We are encouraging people to take the courses progressively/incrementally. Through the testing system, we'll be able to better track who is in the system and at what stage.</p> <p>Will IWCF be going way?</p> <p>No. We tried for 6 months to get the two systems to merge and thought we had made progress in that direction, but it fell apart. IWCF has already implemented a new system, but we believe ours is more robust.</p> <p>Have you addressed well servicing and subsea?</p> <p>We are including surface and subsea options at several levels, but the other full tracks of training have not yet been developed (e.g., well servicing).</p> <p>What will the class sizes look like for the different levels?</p> <p>They will stay basically the same and will be one simulator per three students. Larger class sizes may be permitted at the Awareness and Introductory level.</p> <p>What are the proctor requirements?</p> <p>We are still working hard on those because there has been so much concern about that. In some locations, it's easy to find a proctor, but not in others. We are looking at some additional options, such as electronic proctors.</p> <p>If you have a parent company with four subsidiaries but only one requires the training, could we get someone from another of our subsidiaries trained to be a proctor?</p> <p>We are considering some creative options, but it is doubtful that someone from the same company could serve as a proctor. These issues are not all settled yet.</p>
<p>13:50 – 14:20</p>	<p>International & Domestic Oil & Gas Initiatives—How Training and Competence May Be Impacted</p> <ul style="list-style-type: none"> • Onshore – IADC Onshore Division Staff. <i>Paul Breaux, IADC</i>, reported that IADC's Permian Basin Chapter has a subcommittee that is looking at ways to prevent employees from "jumping ship" to another company after being trained. It is common for a training class to have employees from a number of companies in attendance. Howard College (a local community college) is developing a program for training employees through hands-on methods. They will use IADC's KSAs. Rather than waiting for further development of the WADI program, they are acting now because of an urgent need in the area. • Questions/Comments: How is this training helping to prevent employees from jumping ship?

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	<p>It may not help with that as much as it will help to ensure that the employees of every company are receiving the same training in case they do jump ship.</p> <p>Will they be including RigPass in this training? If so, that may affect some of the trainers in those locations.</p> <p>Yes, they are planning to include RigPass in their training.</p> <p>Question: Why do we think the onshore industry will be increasing their training efforts faster than offshore?</p> <p>Answer: We don't. It is just one region of the industry that is working together to ensure their people are trained to work safely before going to work on a rig.</p> <p>Note: We will continue to keep our ear to the ground regarding new regulations coming down affecting the onshore oil and gas industry. Please contact Paul Breaux with news or indications of any coming regulations.</p> <ul style="list-style-type: none"> • Offshore – IADC Offshore Division Staff. (<i>John Pertgen, IADC</i>, showed the attendees where to find information on IADC's international efforts. When we see a group about to introduce new rulemakings, we alert our members and request their comments. These comments are collated and then the draft letter submitted to the docket is included on the Documents page of the Offshore Operating Division. One example of this is the 6 June 2014 document about EPA's Region 6 revisions of default settings on the electronic Notice of Intent (eNOI) that is submitted for coverage under the General Permit, as we determined that they were not conforming to the permits. <p>Mr. Pertgen also discussed the distribution lists for alerting members on issues that arise. It is important, however, to maintain the same email address or to change it in our system if it changes.</p> <p>Mr. Pertgen showed the attendees the IMO Subcommittee page of the IADC website, which includes information on various new and proposed legislation and regulation.</p> <p>The USCG has issued a proposed rulemaking on training and manning in on the outer continental shelf (OCS) of the GoM. We have been able to get the USCG to extend the comment period until 8 September 2014.</p> <p>Requirements for the Oil Record Book are being updated and a draft version has been distributed. Contact Mr. Pertgen if you need a copy of it.</p> <p>Drinking water requirements are being reviewed, and the regulatory body has indicated that they will affect rigs but not ships. Mr. Pertgen is attending a meeting about that in Dallas in early August.</p> <p>Qualified assessor requirements are being determined by the USCG. This is a complicated issue because many of our US mariners work on multiple vessels. The deadline for becoming a qualified assessor is 31 Dec. 2016.</p> <p>Marine casualty reporting requirements are being expanded to apply the same reporting requirements to both the US flag vessels and to the foreign flag vessels.</p> <p>There is a copy of the vessel general permit (VGP) requirements on IADC's Offshore Operating Division's Document page. The issue here is that it takes 30 days for the permit to be processed once an application for coverage is submitted.</p>
<p>14:20 – 14:40</p>	<p>BREAK</p>
<p>15:00 – 15:15</p>	<p>Subcommittee Reports</p> <ul style="list-style-type: none"> • Competence Guidance Document—Brooke Polk

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	<p>The first draft of the Competence Guidelines document is complete and undergoing a final edit, which will need to be reviewed by the Competence Workgroup before being released to IADC members. Ms. Polk provided a handout of the table of contents for the Competence Guidelines document. This document is to be used as a guide and as recommendations for various ways of building and setting up a Competence Assurance Program from the ground up. This document also provides a consensus on the terminology and definitions involved in competence programs.</p> <p>Questions/Comments:</p> <p>Is it free and where can we get it?</p> <p>Yes, it is free and it will be housed on the WDC webpage with a link to IADC's Competence Assurance Program webpage.</p> <ul style="list-style-type: none">• WADI Update—Brooke Polk The WADI Project is an effort of about 40 colleges (all over the US and even some international), who have come together with industry to develop curriculum topics and prescreening guidelines for a basic course for "pre-hires" in the O&G industry. Ms. Polk provided the main topics that have been identified by industry for inclusion in the program. Colleges can go above and beyond the required topics and develop their own delivery methods and other competitive components. The colleges are divided into regions, each with an appointed leader. The curriculum will be mapped back to the KSAs. IADC is concurrently developing the accreditation piece. Additional questions were asked about the colleges that are involved, the timeline for rollout, and the cost.
	<p>IADC News & Workforce Development Initiatives</p> <ul style="list-style-type: none">• Launch of Crane-Rigger Workgroup—Patty Tydings, IADC Patty Tydings reported that a new workgroup had been formed to complete the WDC's original work on a new Crane-Rigger accreditation program. The first meeting will be 30 July 2014. Experts in this area may sign up to join the workgroup. The signup sheet was passed around. Ms. Tydings provided background on the project, which began in 2009 with draft documents prepared in 2010 and then postponed when the Macondo incident happened. Recently, IADC members (representing operators and drilling contractors) have requested that the project be completed because some do not believe API's RP 2D requirements go far enough. The API used IADC's original work but removed some of the recommendations and/or requirements.• RigPass/SafeGulf Program Changes requested—Patty Tydings The SafeGulf Advisory Group, led by Alexis Vitone, is considering a major overhaul of the curriculum to convert it from orientation to training. The Group's Curriculum Committee met recently at IADC to discuss the idea and to review a proposal for the new curriculum. WDC members who want more information were encouraged to put their names and contact information on the signup sheet being passed around.• Member Feedback on DIT Proposal—Patty Tydings A proposal for changes (clarifications) to the DIT accreditation requirements has gone out to the WDC. Comments are due back to Patty Tydings by 15 August 2014. At that time,

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	<p>the DIT Review Panel will respond to all comments and consider any possible adjustments to the proposal. Then, the WDC will vote on the changes. If the changes are passed, they will be added to the DIT Handbook of Accreditation (DIT-01), which will be updated on the IADC website, and the information will be communicated to stakeholders. WDC members who want more information were encouraged to put their names and contact information on the signup sheet being passed around.</p> <ul style="list-style-type: none"> • Member Feedback on RigPass Instructor Qualifications—Brooke Polk Ms. Polk presented information about IADC's proposed changes to requirements for RigPass instructors. WDC members who want more information were encouraged to put their names and contact information on the signup sheet being passed around. • Other
<p>15:45 – 16:15</p>	<p>OPEN DISCUSSIONS & FUTURE MEETING TOPICS</p> <p>Victor Fleming discussed the need for industry volunteers to get involved in these efforts because IADC relies on them for their expertise.</p> <p>Fall hazard management may be a good topic for the next meeting. Could we get a speaker for the next meeting to cover this topic?</p> <p>Fatigue management would be another good topic to explore. Action Item: Patty will research this topic and attempt to find a speaker. NOTE: The most recent IMO Resolution A.1079(28) contains a section regarding rest and fatigue (Section 7 Fitness for Duty).</p> <p>Another topic presented was communication on the rig floor (including JSAs, permits to work, and stop work authority) and related human factors. How do all the hazard communications tie together?</p>
<p>16:15</p>	<p>ADJOURNMENT</p> <p>The next meeting is 15 October 2014 at IADC.</p>

Attendance:

Name		Company Name
Stefan	Heller	ABERDEEN DRILLING SCHOOL
Minu	Gandhi	ATKINS
Sam	Ranasinghe	ATKINS
Ludmila	Paul	ATLANTICA MANAGEMENT (USA) INC
Keith	Stratton	ATLANTICA MANAGEMENT (USA) INC
Meta	Rousseau	BLACKHAWK SPECIALTY TOOLS
Chanda	Chaney	BMBRISK
Jason	Sasarak	BP AMERICA
Eric	Roan	CENTER FOR OFFSHORE SAFETY

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Ed	Ramsay	DRILLING SYSTEMS (UK) LTD
Seth	Rivera	DRILLING SYSTEMS (UK) LTD
Eliot	Doyle	ENSCO PLC
Chris	Pinkard	ENSCO PLC
Andy	Erwin	FALCK SAFETY SERVICES
Tom	Standley	FMC TECHNOLOGIES INC
Nolan	Habegger	GE OIL & GAS
Todd	Kruger	HALLIBURTON
Brock	Fisher	HELMERICH & PAYNE
Jeff	Stewart	HELMERICH & PAYNE
Mark	Crelia	HELMERICH & PAYNE
Lance	Brown	HERCULES OFFSHORE
Bob	Burnett	HERCULES OFFSHORE
Paul	Breaux	IADC
Patty	Tydings	IADC
Brooke	Polk	IADC
Julia	Swindle	IADC
Elfriede	Neidert	IADC
Joe	Hurt	IADC
Scott	Maddox	IADC
Mark	Denkowski	IADC
Brenda	Kelly	IADC
Scott	Saunier	INDUSTRIAL SOLUTIONS GROUP
Jane	Murphy	INTERTEK CONSULTING & TRAINING
Don	Caffey	LATSHAW DRILLING
Viven	Akubue	NATIONAL OILWELL VARCO
Matthew	Berry	NOBLE DRILLING
Matthew	Nihiser	NOBLE DRILLING
Patricia	Stansell	NOBLE DRILLING
Steve	Thomas	PACIFIC DRILLING
Tony	Martin	PACIFIC DRILLING
Sean	Pendleton	PARAGON OFFSHORE
Pamela	Wakefield	PATTERSON-UTI DRILLING COMPANY LLC
Jenni	Lewis	PETROFAC TRAINING SERVICES

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Jessica	Selvidge	PETROFAC TRAINING SERVICES
Katie	Bender-Bonser	RIG QA INTERNATIONAL INC
Richard	Johnston	RIG QA INTERNATIONAL INC
Victor	Fleming	ROWAN COMPANIES PLC
John	Deshler	ROWAN COMPANIES PLC
Noel	Spicuzza	SUPERIOR ENERGY
Rance	Krech	TDS
Vicki	Watkins	WEST TEXAS SAFETY TRAINING CENTER