

IADC MEETING MINUTES

MEETING DATE:- DECEMBER 17th, 2014

HELD AT:- FALCK NUTEC - MACAÉ

TIME:- 11:30 a.m. to 1:30 p.m.

Motive for meeting:

SAFETY AWARD CELEBRATION DEBRIEF-ELECTION PROCEDURES-FEES-OTHERS

ATTENDEES:

Hugh Oliver – Ventura Petróleo
Martin Nuttall – Transocean
Marcelo Drummond - Brasdril
Tony Cox – IADC
Marcio Martins – Transocean

Barrie Lloyd-Jones – SSE do BRASIL
John Guy – IADC
Adriana Pais – DLC
Frances Leoni – Assistant Administrator

Topics discussed:

SAFETY AWARD CELEBRATION DECEMBER 6, 2014

- Results of the event – lessons learnt – good and bad points (Lessons learnt)
- Party feedback and new ideas for the 2015 event
- Assure the guests the photos of the event are online on Face Book and the link – send out notice by end of the week
- Adriana Pais showed the Charity Presentation which will be online soon.
- List of all service providers to be prepared and filed for future reference with comments on service provided – Barrie and Frances to elaborate this
- Financial closure is almost complete – small items to finalize with closure planned asap
- Champagne glass sales to be kept separate from general event finances

ELECTION PROCESS FOR 2015:

- Eligible to vote are only paid up principal members (not Associate Members)
- Nominees for candidates please submit Name, Position, Company name
- Request all member companies for nominations from Senior Management
- Deadline for the nominees to be received per position – January 12, 2015
- Voting may be done by email – Secretary will be sent out voting form – One vote per Company per committee officer position, form to be signed and returned as scanned document per position.

- Election to be held on January 15th at Falck, beginning at 6:00 p.m. (18:00 hours)

OTHER TOPICS:

- **BGI** (Bianca) the need was identified to follow up with second part of our agreement with BGI to make the most of the imaging of the IADC for improved future campaigning
- **Corporate fees** – notification to be sent to all members clarifying Corporate rules – existing members have a grace period to assume corporate rule that Corporate fees must be paid to become eligible for Charter membership
 - Corporate to receive a letter from the 2014 Chapter Chairman stating the procedure to be adopted to correct past procedures and to be filed for future officers to follow
- Next meetings: January 19th - IADC Executive committee meeting after 10:00 a.m.
- January 22nd – SPE at Transocean, 5:00 p.m. (17:00 hours)
- January 26th – Workshop – FIRJAN/SENAI – Macaé 2:00 p.m. (14:00 hours)
- January 29th – IADC Brazil Chapter General meeting at the FIRJAN auditorium. 6p.m. (18:00 hours), buffet to be supplied - Barrie to arrange
 - Technical Presentation Role for Petrobras, as Honorary Committee Member – Barrie to contact Joao Maria Cabral
 - Marcio to identify the Technical Topics to be presented at this general meeting
 - Notice of GM to be sent out without topics to permit interested parties to commit to the date with advanced warning and avoid conflicting commitments for same date
- Chapter Meeting Minutes are to be sent out more efficiently and allow time to be posted on Corporate page