



Macaé, February 24th 2015

MINUTES OF IADC-BRAZIL MEETING

HELD ON FEB 19th 2015 BETWEEN 15:00 - 16:30 AT ODEBRECHT MACAE

Present at this meeting:

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| - Heitor Luiz Gioppo – Odebrecht | - Jason Kovarik – Odebrecht |
| - Barrie Lloyd-Jones– SSE do BRASIL | - Pedro Mathias – Odebrecht |
| - Tony Cox - IADC | - Bruno Boas – Ensco |
| - John Guy – IADC-Brazil | - Thaísa Aleixo – IADC-Brazil |

The agenda's focus was to discuss IADC-Brazil general issues including;

- Discuss responsibility for IADC-Brazil's contact with Government and local authorities.
- Committee structure – merge Compliance Committee with the Government/Local Authorities Committee.
- Set dates for future Committee Meetings.
- Funding, Planning, and Timing of General Meetings.
- Upcoming conferences; SPE Plataforma June 2015, Deepwater March 2016, UBO & MBD April 2017.
- Nomination of Vice Chairman & IT Committee Member.
- FIRJAN and IADC-Brazil Workshop Sponsorships; Meals, Organization, and Responsibilities.
- Discuss Procedure for Gioppo to assume the chapter signatory and 2015 dues letters.

The following items were agreed upon

- Jason Kovarik is to lead the IADC-Brazil Compliance Committee. A meeting between Jason, Cabral, and the current committee members to clarify committee's goals.
- Compliance Committee and Local Authority/Government Committee to be merged.
- General Meetings in Macaé to be held the last Thursday of chosen months from 3-6 pm varying between any one of the following locations; Falck SS, Fugro, SESI, and FIRJAN.

- Committee meetings to be comprised of one member from each committee (Compliance, HSE, and Technical/Operational), Tony, Barrie, Vice or Chairman, and others as invited. Officers also to be invited. Meeting to be held first Wednesday of the month at Odebrecht from 10-11:30am.
- **Workforce Development Workshop** to have a planning meeting on Feb. 24th for the event on March 4th and 5th. All IADC members able to assist during the Workshop are invited to attend the planning meeting. The Workforce Development Workshop is looking for one more sponsor.
- Notices of Dues for 2015 will be signed by Gioppo, sent to Marcelo, and are to be distributed.
- Business cards to be made for key officer positions; Chairman, Vice Chairman, Treasurer, Secretary, Government Authority Representative and Charity.

The following items were discussed, yet they remain open

- It was suggested that a native Brazilian Portuguese speaker, with industry knowledge represent IADC-Brazil at Government meetings. The chosen individual would represent IADC Brazil Chapter at the FIRJAN meeting (once per month), City Council (less than once per month), and ANP (occasionally).
- Funding possibilities ;
 - 1 Funding for general meetings to be provided by companies that present at meetings. The sponsorship should be a fixed price (\$1,500 reais was suggested).
 - 2 Each drilling contractor sponsors one meeting during the year. IADC-Brazil to choose a salesman to propose sponsorship to contractors.
 - 3 Falck to provide meals for all events in exchange for their sponsorship for one of the two IADC-Brazil social events.
- IADC-Brazil Participation in SPE Plataforma June 2015. Gioppo to meet with Rogerio to obtain more details about the event and IADC's role then to decide whether to continue supporting the event or not.
- IADC Corporate has invited IADC Brazil to have members on the planning committee for the Deepwater meeting (March 2016) in Rio. IADC corporate is looking for IADC Chapter support, this is a paid event.
- IADC-Brazil Technical/Operational Committee suggested the UBO and MPD Conference proposed to be held in Rio in April 2017, IADC Corporate like the idea.

- Proposed that IADC-Brazil have a backup to the treasurer to sign for payments (Gioppo was suggested). Also proposed that event committees be issued credit cards so that they do not need to pay out of pocket and be reimbursed.
- Nomination for Vice Chairman – Bruno Manfredini was nominated and awaiting confirmation from his supervisor.
- Nomination of IT Committee member (Maintain Facebook page/IT Support)

Next Meeting

On February 24th at 10:00am at SENAI to plan the Workforce Workshop.