



Macaé, April 01<sup>st</sup> 2015

**MINUTES OF IADC-BRAZIL EXECUTIVE COMMITTEE MEETING  
HELD ON April 01<sup>st</sup> 2015 10:00 TO 12:00 AT ODEBRECHT'S OFFICE IN MACAE**

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

- Heitor Gioppo - Odebrecht
- Barrie Lloyd-Jones– SSE do BRASIL
- John Guy – IADC-BRAZIL
- Thaísa Aleixo – IADC-BRAZIL

**The agenda for this meeting was printed and distributed; the topics of discussion were as follows:**

- SPE Plataforma Workshop
- Topics for May GM
- April Time Table for Thaisa
- Family Cook Off planning
- Agenda 2015
- Tech/Ops Committee Leader - nominate
- Budget meeting for 2016
- Letters and dues
- Facebook - sitrep
- Special note to be inserted on the announcements
- New members committee member
- Considerations to invite Banco Itau to join the IADC membership as an associate member

**The following items were agreed upon**

- IADC-Brazil chapter will not get involved with SPE Plataforma Workshop; it will only participate in the event and the presentations that would be done at the Workshop now will be included in General Meetings. This Workshop will possibly be postponed to next year and IADC will send a letter to advise to not clash with IADC event DEEPWATER.
- Topics for May GM will be decided by April 10<sup>th</sup> and all the futures topics to be decided always a month prior to the meeting to avoid miscommunications.
- Thaísa is available anytime during April and already has an email (administrator@iadc-brazil.org) and a working number (022992279515). All the important emails sent must have the administrator IADC's email cc'd for records. The G-drive's structure is a priority to file necessary documents. Benchmark is the new system chosen to be used.



- In regards to the Family Cook Off, it is confirmed to have “Boi no role” on the day. Banners will be displayed at the receptions of some of the drilling contractors. Also, during the month of the event all drilling contractors should have the Cook Off logo on their webpage. Barrie will create the logo and send to Gioppo. The Cook Off letter is agreed and ready for distribution.
- Thaísa will send all the debit notes ASAP.
- The IADC Facebook page will have exposure information. Also IADC Empregos which is currently a separate page will be update, making it clear it is an open board and not a CV selection.
- The special note to be inserted on the announcements was distributed and is now approved by Gioppo.
- EBTE confirmed sponsor of Golf. Chapter members are working on getting them to join IADC as Corporate and Chapter Member.

#### **The following items were discussed yet they remain open**

- Tech/Ops Committee needs a new Leader as Bruno M. is now the new Vice Chairman. It was considered to either transfer someone from HSE to Tech/Ops Committee or nominate someone else from the Committee to be the new Leader. The nomination is still open for suggestions.
- Petrobras does not receive emails from IADC’s domain. It is considered to create a new domain, more discussion on costs and other options is necessary before the final decision.
- Agenda 2015 needs some of the times to be confirmed.
- Budget meeting booked for April 15<sup>th</sup> is postponed and awaiting Gioppo to confirm a new date/time.
- General Meeting with voting members on April 22<sup>nd</sup> to decide if Banco ITAU will be invited or not to join the IADC membership as an associate member.

#### **Next Meeting**

The next meeting for the Executive committee was agreed to be held at Odebrecht on May 6<sup>th</sup>, at 10 a.m.