



Macaé, May 3rd 2016

**MINUTES OF IADC-BRAZIL HSE COMMITTEE MEETING
HELD ON MAY 3rd 2016 2:30 p.m. TO 4:00 p.m. AT QGOG'S OFFICE IN MACAE**

Present at this meeting were the following:

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| - Rômulo Adrien Neves – QGOG | - Jose Villanueva – JV/IADC |
| - Leandro Duarte - QGOG | - Rodrigo Máximo - Schahin |
| - Mario Ielago - QGOG | - José Filho - Brasdill |
| - Thaisa Aleixo – IADC-Brazil | - Marcio Pastori – QGOG |
| - Shariffe Ghoneim – OES | - Paula Salles – Paragon |
| - Tatiana Fonseca - Bassdrill | - Marcio Martins - Transocean |

The agenda for this meeting was to review the HSE committee goals to achieve results and meet the HSE purposes. The topics of discussion were as follows:

- Review of previous meeting minutes;
- Select an HSE topics as a goal for 2016
- Discuss the plan of action for the HSE committee.

The following items were agreed upon

- Petrobras is currently working together with the Drilling Contractors on the topic of drops. Therefore the committee decided to not carry on with any discussion on this topic to be able to focus on different subjects. However, it is going to be proposed for Petrobras to present the results at the IADC General Meeting (GM).
- It was suggested to include “docking operations” as a topic to work on in 2016. The reason is that service companies are not aligned with the quality required by DCs. Therefore, it was suggested for IADC to make a guideline of a “minimum standard for offering services”. It would be necessary to make a list of services provided, and after what is required for each of them. In addition, the DCs would share the experiences they have had with different service companies through a data bank.
- The following items from the previous item were revised to select the goal for 2016:
 - Procedures to receive and store radioactive and explosive materials on the rig.
 - Safety barriers management for critical operations.
 - Critical operations. The idea is to have a standard critical operations’ list for all the rigs so to not have any miscommunication with the ANP.
 - High potential incidents (IAP). The idea is to have a standard guideline to be followed.
- The committee decided to choose 2 items as goals for 2016. The first selected item is IAP as it is a common problem faced by most of the DCs. However, it is necessary to have Petrobras working together on this. The idea is to have a common document with



an IADC standard, approved by Petrobras and then the committee will share this material with ANP to use. A smaller group will be responsible for this item and will analyze what already has been done in the North Sea.

The following items were discussed yet they remain open

- The second item suggested as a goal is critical operations. However, as the IADC Tech/Ops committee is already starting to work with critical equipment, the HSE committee decided to first contact the Tech/Ops committee to have a better idea of what exactly the Tech/Ops committee will be working on, so that, both committees will be aligned.

Actions

- Marcio is to send to Petrobras the drops material that the HSE committee was using in 2015.
- The group to work with IAP is:
 - Mario Ielago – Leader
 - Rodrigo Maximo
 - Marcio Martins
 - José Filho
 - Fabricio Manhães – Subject to his acceptance
- Thaísa is to get more information with the Tech/Ops committee about their goal on critical equipment.

Next Meetings

The next meeting for the HSE committee was agreed to be held on June 14th at 2:00pm.