

**MINUTES OF THE IADC-BRAZIL TECHNICAL/OPERATIONAL COMMITTEE MEETING
HELD ON DECEMBER 20th, 2016 FROM 1:30 p.m. TO 5:30 p.m. AT TRANSOCEAN'S OFFICE
IN MACAÉ.**

Present at this meeting were the following

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| - Pedro Freitas – Transocean | - Marco Fonseca – OOG |
| - Anderson Tourent Santos – Transocean | - Paulo Faria – BassDrill |
| - Gabriel Caraffini – Seadrill | - Justin Calk – ENSCO |
| - Daniel Yagi – Petrobras | - Adriano Akio Kawasaki – ENSCO |
| - David Bird – M&I Electric | - Marcos Santos – Brasdril |
| - Thomas Poineaud – Ocean Rig | - Edvan Sanches – Brasdril |
| - Fabrício Manhães – Petrobras | - Carlos Alberto Magalhães – QGOG |
| - José Villanueva – IADC-BRAZIL | - Carlos Gandolpho – Schahin |
| - Gabriel Guimarães – ETESCO | - Marcio Martins – Transocean |
| - Ney Diniz - OOG | - Victor Souza – QGOG |
| - Pedro Franco – OOG | - Per Breivik – Seadrill |
| - Thaísa Aleixo – IADC-BRAZIL | - Robson Drumond – Ventura |
| - John Guy – IADC-BRAZIL | - Leandro Duarte – QGOG |
| - Wedson Carneiro – ETESCO | - Cassiano Tirelo – Petrobras |
| - Claudinei Aguiar – ETESCO | - Augusto Kobori – Ventura |
| - Marco T. Barbosa – OOG | |

The agenda for this meeting was to discuss a list of the minimum critical equipment for all the Drilling Contractors. The topics of discussion were as follows:

- Drops inspections for Top Drive, PRS and Guide Roller.

The following items were agreed upon

- The Drilling Contractors discussed their current methods for performing DROPS inspections and possible methods to improve its safety. The DCs will prepare a checklist template to propose to Petrobras.
- Petrobras will make their DROPS alert reports available for this project so that the DCs will have a better idea of what needs to be double-checked.
- The DCs determined an action plan for the inspections, including the crew and time necessary to accomplish this action plan. This will be presented to Petrobras ASAP.
- The first inspections on every rig will be done before the end of 2016.

Actions

- The DCs divided the equipment/models and a focal point for each equipment. This individual will be responsible for collecting the DROPS inspection's checklist from all the companies utilizing that equipment and will make a standardized checklist template to be presented at the next meeting.



- Once all the DCs come to an agreement for the final checklist for each piece of equipment, it will be sent to Petrobras.
- Pedro from Transocean will send Thaísa a template for the focal points to use to compile their inspection checklists.
- Thaísa will send everybody this template and the excel file containing the action plan for inspections and the equipment/models and the focal point for each of them.
- The companies will contact the focal point for each equipment directly and send their current DROPS inspections checklist. The focal point will compile this material and make a standard checklist taking into consideration the alerts for each equipment, supplier's recommendations, and industry best practices to be presented at the next meeting.

Next Meeting

The next meeting for the Tech/Ops committee will be held on December 27th at 2pm at Transocean.