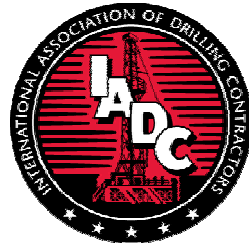


IADC TRAINING COMMITTEE
25 January 2010
Omni Houston Hotel Westside – Houston, Texas



Agenda Item #1: Welcome, Introductions & Building Information

The IADC Training Committee was called to order by Mr. Bob Burnett, Hercules Offshore, (Committee Chairman). Mr. Burnett gave a brief building orientation.

Agenda Item #2: IADC Anti-trust Policy & Guidelines

Mr. Burnett reviewed the IADC Anti-trust Policy & Guidelines, calling attention to prohibited discussion topics. For a copy of the IADC Anti-trust Policy & Guidelines refer to <http://iadc.org/antitrust/>.

Agenda Item #3: Crane Subcommittee Report

Larry Swindle, Global Training & Environmental and Ed Zeringue, Hercules Offshore, reported on the efforts of the Crane Subcommittee to develop new training standards for Hoist Operators and Riggers on MODUs.

Over the past nine months this subcommittee reviewed existing training guidelines and standards for Basic Hoisting & Lifting Training. Standards reviewed included American Petroleum Institute, NCCCO, and others. These efforts culminated in the developed of recommended curricula for Hoist Operator and for Rigger.

The proposed Rigger curriculum would contain 13 Modules, with 82 specific tasks identified that lead to competency. The Basic Rigger course will consist of a minimum of 8 hours of instruction.

The proposed Hoisting Operator curriculum contains more than 120 specific tasks identified that lead to competency. The course will consist of a minimum of 8 hours of instruction and the Hoisting Operator Assessment will consist of a minimum of 8 hours of assessment.

Components of an accreditation program for the crane training Curriculum were also recommended. These included assessment processes, assessor qualifications, time required to move from level to level, records of lifts, and even the decertifying process.

Action Item #1: Review of recommended standards to be performed by IADC staff.

Agenda Item #4: Web-based Stability & Marine Training with Knowledge/Skills Tracking

Dan Abramovich, ITS, presented a demonstration of a Computer-based training (CBT) product developed by his company. As Mr. Abramovich discussed CBT delivery, he discussed such as how to make it fun, how CBT products work, and how CBT delivery can be monitored through a Learning Management System (LMS). His demo provided a glimpse of student assessment process through the LMS module, benefits to the student for reviewing their performance. He also discussed the importance of CBT/LMS products being SCORM compliant.

Agenda Item #5: Contractors Feedback

A meeting was held with Bob Burnett, Chairman of the Training Committee, Dr. Brenda Kelly, IADC staff liaison to the Training Committee, and drilling contractor members of the Training Committee. In this meeting Dr. Kelly asked drilling contractor members how the Training Committee might better serve their needs. Contractors suggested the following program topics: International issues (including regulatory exposure, national oil company training requirements, and consulate issues), and other issues as client training requirements, training provider audits, training assessors for competence management systems, and competence of marine personnel.

In other IADC news, Dr. Kelly provided an update on the SafeLandUSA program, introduced new IADC staff members Loundia Riggs and Elfriede Neidert. She also reported on a new US-based operator initiative to develop Helicopter Underwater Escape Training standards for the Gulf of Mexico.

John Pertgen, IADC, gave a brief report of the latest news on International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW). Proposed changes were summarized in a handout provided to attendees. Mr Pertgen highlighted the changes for:

- The definition for “Medical Fitness”,
- Added training for safeguarding against piracy, and
- Basic guidelines for Dynamic Positioning training.

Mr. Pertgen reported that changes to STCW will be implemented in 2011 or 2012.

Action Item: none

Agenda Item #6: Break

Agenda Item #7: Building Competencies

A panel discussion on key issues for building competencies was conducted. Ron Crotzer, Bladestone, moderated the Panel. The Panel discussed 5 key questions that each developer of a competency program must address:

1. How do you define competency?
2. Where do you start to build a competency program?
3. How do you assess competency?
4. What IT support will be needed?
5. How do you manage records and documents?

Participating in the Panel were: Paul Marcus, Energy Crane; Tom Standley, FMC; Mark Denkowski, Frontier Drilling; Amy Lozano, Noble Drilling Services; Joe Ed Bunton, Tesco; Terri Moody, Hercules Offshore; Nicole van Ham, Tritanium; and Philippe Tinchon, Pride International.

How do you define competency/ issues?

Important points made during the discussion on defining competency includes:

- Level and type of competency needs to be considered.
- It is easier to define competencies than it is to implement a competency program.
- Consider level of proficiency to be acceptable.
- Make task analysis part of process to define competency
- Define the process for defining competencies.
- Review competencies each time new equipment, technology, project, or company change occurs.
- Consider how to stay aware of the changes?

Where do you start to build?

Competency programs must be driven from top of the organization, must consider operator necessity, must be adequately resourced, and must have a reasonable implementation plans. Programs can be driven by customers. Overall, the essential place to start is ... Plan! Plan! Plan!

How do you assess competency?

Assessment is a judgment being made of individuals' competence. It will be necessary to decide whether to implement self assessment or a formal system of evaluating competencies. Be sure to develop guideline for implementing the assessment process.

Because competencies are different, means to assess those competencies should be different. There are several means of assessing competencies.

Assessments should demonstrate value to employer, otherwise corners will be cut when implementing and employees will not actively participate in the process.

Consider whether to requalify personnel in competence and when to requalify them.

An important question to ask is, 'When do you assess?'

What IT Support will be needed?

Panel member emphasized that the IT department should be involved early in the development of the competence program. They can help you determine whether to buy or build the database system. IT staff will bring valuable skills to your project, including process mapping, defining requirements, and project management experience.

Best of Breed packages have well-focused functionality performance.

Building custom software provides lower entry cost but higher cost as you upgrade and maintain system.

How do we manage records & documents?

You will need to set up a database(s) for verifying competencies. Does software org have users group? Check financial viability

Action Item: none

Agenda Item #8: Next Meeting & Agenda Items

The next meeting is scheduled for April 21, 2010 at 1 p.m. Ms Megan Costanza, Lone Star Community College, will host the meeting. See <http://www.iadc.org/committees/training/meetings.htm> for more details.

A Competence Subcommittee meeting will be held at 10 a.m., immediately prior to the Training Committee meeting.

No Agenda Items were identified for the next meeting.

Meeting adjourned at 4:15 p.m.

Attendance:

Name		Company Name
Kris	Wilson	Aberdeen Drilling Schools Intl
John	Auth	Auth-entic Safety Services, Inc.
Rolando	Cedillo	Baker Hughes
Keith	Stratton	BassDrill
Tamala	Johnson	BJ Services Company
Ian	Davidson	Blade Energy Partners
Ron	Crotzer	Bladestone

Ron	Muffler	Cameron
Josh	Myers	Cameron
Ed	Ramsay	Drilling Systems Inc.
Paul	Marcel	Energy Cranes
Shiela	Deroche	Energy Cranes
Pat	Hughley	FMC Technologies
Tom	Standley	FMC Technologies
Arlene	Martin	Global Compliance
Larry	Swindle	Global Training
Brandon	Bollinger	Gulf Crane Services Inc.
Harold	Long	Helmerich & Payne
Terri	Moody	Hercules Offshore
Bob	Burnett	Hercules Offshore
Ed	Zeringue	Hercules Offshore
Brenda	Kelly	IADC
Loundia	Riggs	IADC
Alan	Spackman	IADC
Joe	Hurt	IADC
Michael	Burns	Lone Star College System
Megan	Costanza	Lone Star College System
Martin	Glenday	Moxie Media, Inc.
Richard	Grayson	Nabors Offshore Corp.
Lesley	Barnes	National Oilwell Varco
JP	Mook	National Oilwell Varco
John	Lund	New Tech Engineering
Amy	Lozano	Noble Drilling
Bill	McPherson	Noble Drilling
Bob	Newhouse	Noble Drilling Services
Terry	Pickrel	Occupational Safety Training, Inc.
Travis	Martin	Occupational Safety Training, Inc.
Mark L.	Stonicher	Parker Drilling
Claudio	Pineda	PetroEd
Mike	Mathena	PetroEd
Barbra	Maley	Petroleum Extension Service (PETEX) The University of Texas at Austin
Francisco	Soriano Guerrero	Portecion al medio Ambiente y Seguridad Privada Aplicada SA. De CV

Karina	Olivier Sanchez	Portecion al medio Ambiente y Seguridad Privada Aplicada SA. De CV
Philippe	Tinchon	Pride International
John	Christian	Pride International
Clay	Hay	Pride International
Andy	Erwin	Randy Smith Training Solutions a Moody Int. Co.
Bill	Waldroop	Representing Interactive Training Solutions
Brian	Clark	Rowan Companies
Rachel	Novicke	Seadrill
Evalyn	Shea	Shea Writing & Training Solutions, Inc.
Robert	Glover	SpecTec, Inc.
Joe Ed	Bunton	Tesco Corporation
Bobby	Robbins	The RAD Group
Nicole	van Ham	The Tritanium Company
Vanessa	Harris	University of Texas - PETEX
Northon	Holiday	USA Environment, LP
Barry J.	Cooper	Well Control School