

Meeting of the IAGC/OGP HSE Forum

Held at Schlumberger House, Gatiwck, UK

on 2nd & 3rd November 2010

Chaired By P.Legh-Smith & Randy Ingram

Minutes & Action Points Summary

DAY 1 - OGP.				
Item	Action	Due Date	Owner	Status
	Opening Introductions		Patrick Legh-Smith Randy Ingram	
	<ul style="list-style-type: none"> Rememberance for Mike Covil 		Walt Rosenbusch	
1	Minutes and action items from April meeting		Randy Ingram	
1.1	<ul style="list-style-type: none"> Actions reviewed. 		OGP	Complete
	<ul style="list-style-type: none"> Auditing Protocol for Vessels <500GRT – Add the development of an auditing protocol for vessels <500 GRT to the next MSSC agenda. New Chairman and Vice-Chairman in place and will meet soon to discuss the proposal 		Stewart Fraser	
	<ul style="list-style-type: none"> Center of Gravity for converted passenger trucks have not been provided by IAGC members for TRL work. 			
2	How audit & CI Tools can work together		Ian Threadgold	
2.1	<ul style="list-style-type: none"> Presentation of available tools - No action 			
3	Way forward GCMSA & OGP 432 based audit		Randy Ingram	
3.1	<ul style="list-style-type: none"> Establish IAGC Members response to clients not following OGP 432 		Walt Rosenbusch	
4	Security		David Rash	
4.1	<ul style="list-style-type: none"> IAGC member to attend Spring OGP Security meeting. 		David Rash	
4.2	<ul style="list-style-type: none"> Fianl IAGC review of OGP ERW Risk Mitigation (part 4). 		David Rash	
4.3	<ul style="list-style-type: none"> OGP Security Management Guidline being worked on by OGP. Update committee members with progress at spring meeting 		David Rash	
4.4	<ul style="list-style-type: none"> Capturing Security Related Incidents – Proposal to document and capture any security related incidents submitted by operators and contractors under an agreed set of categories. These include Piracy, Sabotage, Acts of Terrorism, Vandalism, Armed Robbery, Hostage Taking and Material Seizure. OGP confirmed that such a database was to be driven by the members and not the organization itself. Referred to IAGC Committee meeting. 		Patrick Legh-Smith	
5	Marine Step Change - PCCN		Chris Griffin	
5.1	<ul style="list-style-type: none"> Next PCCN to be hosted by PGS in Norway. Spring. Dates and invitations to be distributed. 		Jon Turner	
6	Small Boat Workgroup		Jess Yeates	

6.1	<ul style="list-style-type: none"> IAGC Workboat Guidelines – The IAGC Guidelines for Workboat Operations was last reviewed in 2002 and the meeting proposed that the document was due for review. Volunteers required. Referred to IAGC Committee meeting. 		Patrick Legh-Smith	
7	Offshore FRC Personnel Transfer		Thomas Faurby	
7.1	<ul style="list-style-type: none"> Presentation by Esvagt, no action 		N/A	
8	Transfer at Sea Helicopter vs Small Boat		Cees Vander Schans	
8.1	<ul style="list-style-type: none"> Presentation of Shell QRA 		N/A	
9	Hotel & Travel Safety		Thierry Cocat Eelco Sixma	
9.1	<ul style="list-style-type: none"> IAGC to Publish Travel Advisory Guide – A recommendation was made that the IAGC adopt and publish the Travel Safety Guide and Hotel Checklists produced by CGG-Veritas. The documents are based on the SHELL and OGP / IPIECA travel guidelines. Referred to IAGC Committee meeting. 		Patrick Legh-Smith	
9.2	<ul style="list-style-type: none"> Sharing of Hotel Audits and Inspections – In order to promote the sharing of travel information amongst IAGC / OGP members, a recommendation was made to share and publish hotel audit and inspection information. Members utilize hotels globally and this data could be entered into a repository to be accessed by members as and when required. Referred to IAGC Committee meeting. 		Patrick Legh-Smith	
10	Sub contractor Management & ERGO document development		Ian Threadgold	
10.1	<ul style="list-style-type: none"> Guideline on Subcontractor Management – Publication of new IAGC guideline that requires several volunteers to review the document prior to final approval. Current plan is to publish prior to the Spring 2011 meeting. Solicit volunteers from OGP & IAGC members 		Ian Threadgold	
10.2	<ul style="list-style-type: none"> Explosive Remnants of Geophysical Operations (ERGO) – The new ERGO guidelines will be ready for review before the end of 2010 and volunteers are required to assist before the document can be published. Solicit volunteers from OGP & IAGC Members 		Ian Threadgold	
	<ul style="list-style-type: none"> Publication Approval from CAGC – The new ERGO guidelines contain several references and extracts from the document <i>CAGC No.11 on Misfired Charges</i>. IAGC to confirm if approval from CAGC is required or if references within the document will suffice. 		Walt Rosenbusch	
	<ul style="list-style-type: none"> Repository for Lost Explosives – The IAGC to consider the creation of a repository to record the details and location of lost explosives in the geophysical industry. The information should include misfires, abandoned charges and the theft of explosives.. Referred to IAGC Committee 		Patrick Legh-Smith	

11	OGP Aviation Subcommittee (ASC)		Tim Doty	
11.1	<ul style="list-style-type: none"> OGP Aviation Subcommittee (ASC) – Request to members to improve and promote active participation in the OGP Aviation Subcommittee and to participate in the Aviation Subcommittee self assessment. The ASC is currently looking at promoting membership of National Oil Companies (Angola, Nigeria, etc.) to the committee. Solicit volunteers from OGP members. 			
12	Off Road Driving Supplement OGP 365		Neil Cave	
12.1	<ul style="list-style-type: none"> Presentation of progress, no action 			
13	OGP Activities		Stewart Fraser	
13.1	<ul style="list-style-type: none"> Presentation of progress, no action 			
14	Drops		Eelco Sixma	
14.1	<ul style="list-style-type: none"> Arrange for more detailed presentation by DROPS organisation in Spring meeting 		Eelco Sixma	
15	Medical Standards in Marine		Randy Ingram	
15.1	<ul style="list-style-type: none"> Medical standards raised as topic for further discussion. To be considered by OGP health Committee 		Randy Ingram/ Stewart Fraser	

DAY 2 - IAGC				
Item	Action	Due Date	Owner	Status
1	Minutes and action items from April meeting		Patrick Legh-Smith	
1.1	<ul style="list-style-type: none"> Actions reviewed. 		IAGC	Complete
2	IAGC Safety manual Update		Patrick Legh-Smith	
2.1	<ul style="list-style-type: none"> Translation of IAGC Safety Manual – IAGC to investigate the possibility of getting the updated Land / Marine Geophysical Safety Manuals translated into Chinese, Russian, Spanish and Arabic. A suggestion was made that this be conducted internally by a member company using local resources or become a sponsored activity. Referred to IAGC Committee 		Patrick Legh-Smith	
3	Land Step Change		Jonathan Miller	
3.1	<ul style="list-style-type: none"> Land Step Change – IAGC reported that several companies have signed up to the initiative. However, an appeal was made by the Chairman for additional support from companies not currently participating. Meeting dates announced 		All IAGC Land Members	
4	Line Clearance Workgroup		Scott Platz	
4.1	<ul style="list-style-type: none"> Workgroup to be re-invigorated. Initial message to be pushed out to solicit members. Several topics presented for consideration, tree felling and personal extraction were the most significant. A remit for the workgroup shall need to be formulated along the lines of writing Line Clearance guidelines. John Barrett suggested as Chair. Action by committee. 		Patrick Legh-Smith	

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5	Cost of Accidents		Tony Horsfall	
5.1	• Presentation by Harsco, no action		N/A	
6	Reporting Workgroup			
6.1	<ul style="list-style-type: none"> • Discussion on Leading and Lagging Indicators – A lengthy discussion was conducted on this issue with the following items being highlighted: <ul style="list-style-type: none"> a. Many cases of inconsistent reporting of incidents from vessels within the same company / fleet. Is this an indication of inconsistencies in reporting or inconsistent safety performance? b. Conscientious reporting often seen by senior management as a ‘problematic’ vessel or crew. However, this may simply reflect diligent reporting of all incidents on the vessel. Management needs to be informed or educated on reporting metrics and proper interpretation / analysis of these metrics. c. Management using key performance indicators – if there are no key performance indicators or no way of measuring an indicator , then it cannot be effectively managed. SHELL and CGG-Veritas believe that the key performance indicator is a key metric to effectively measure performance. d. BP expressed a view that many companies believe in the misnomer that more indicators (quantitative) each year indicate improving performance. Every year they add more indicators to their performance metrics believing that they are improving their HSE performance. Indicators should be realistic and targeted at specific areas in the management system where improvement is required. e. Companies in the E&P industry tend to compare their indicators to competitors and industry norms rather than analyze their indicators against their own performance over the past 5-10 years. Whilst performance against the industry standard is important, companies need to ensure they measure their own performance over a given period of time i.e. look at the big 		N/A	

	picture.			
	f. Lengthy discussion on lagging indicators versus leading indicators.			
	<ul style="list-style-type: none"> Lagging indicators for IAGC reporting confirmed as presented. To be fixed into new template with definitions 		Charles Jeffrey	
	<ul style="list-style-type: none"> Leading Indicators required further input, to be followed up prior to December committee teleconference 		Charles Jeffrey	
7	Environmental Sub-Committee		Murray Saxton	
7.1	<ul style="list-style-type: none"> Progress Update, working on restructuring and review of the IAGC Environmental Manual. No Action 		N/A	
8	SML Workgroup		David Hedgeland	
8.1	<ul style="list-style-type: none"> DPEIS for Marine Seismic Research – The IAGC Environmental Subcommittee requested member comments before November 12th on the National Science Foundation’s Draft Programmatic Environmental Impact Statement (DPEIS) for marine seismic research. The document is likely to be implemented by the United States Government to all geophysical operations. 		N/A	
9	High Potential Incident Discussions		Scott Platz	
9.1	<ul style="list-style-type: none"> Driller hit by Water buggy 		N/A	
9.2	<ul style="list-style-type: none"> Brush fire Incident 		N/A	
9.3	<ul style="list-style-type: none"> Stolen Vehicle on US/Mexico border 		N/A	
9.4	<ul style="list-style-type: none"> Dozer Fatality 		N/A	
9.5	<ul style="list-style-type: none"> FRC Capsize alongside support vessel 		N/A	
9.6	<ul style="list-style-type: none"> Track Drill tip overs 		N/A	
9.7	<ul style="list-style-type: none"> High Speed rollover 		N/A	
9.8	<ul style="list-style-type: none"> FRC Davit wire failure 		N/A	
9.9	<ul style="list-style-type: none"> FRC Flooding and man overboard 		N/A	
9.10	<ul style="list-style-type: none"> Office Electrical Shock 		N/A	
9.11	<ul style="list-style-type: none"> Spectrum Winch failure & Hydraulic line failure 		N/A	
9.12	<ul style="list-style-type: none"> Camp Generator Fire 		N/A	
9.11	<ul style="list-style-type: none"> Sharing of HiPo Events on the IAGC Web Site – The IAGC to investigate the possibility of improving the way that HiPo events are currently shared on the web site. Members agreed that it was difficult to search for such events and made sharing of information slow. Listing with Pivot tables to be created 		Eelco Sixma	
10	EM Sub-Committee		Jonathan Hutchinson	
10.1	<ul style="list-style-type: none"> EIA commissioned, report expected March 2011 		N/A	
10.2	<ul style="list-style-type: none"> Martin Duley standing down as Chair, new Chairperson to be appointed. 		Patrick Legh-Smith	
11	Asia Chapter September HSE Forum		Walt Rosenbusch	
11.1	<ul style="list-style-type: none"> Review provided, no actions 		N/A	
12	Other IAGC Business			
	<ul style="list-style-type: none"> Workshop formalities, any new proposal to be nominated and presented at next 		IAGC Core members	

	meeting.			
	<ul style="list-style-type: none"> • BOEM Permitting update, no action 		N/A	
	<ul style="list-style-type: none"> • DMAC, Diving Distances . No action 		N/A	
	<ul style="list-style-type: none"> • IAGC Board of Directors and Commerical Health Committee have instructed IAGC staff to develop and implement a communication an industry wide message. The message will help educate key stakeholders on our technologies and the importance of and benefits they bring to governments as well as to the E&P industry. The communication initiative will begin in the US but will have a global reach. 		Walt Rosenbusch	
	<ul style="list-style-type: none"> • Current Audit Practices Implemented by Operators – Members indicated that the industry was required to participate in various forms of HSE and operational assessments driven by different organizations in the E&P industry. These included First Point Assessment (FPAL), Achilles, ISNetworld, Oil Companies International Marine Forum (OCIMF), International Marine Contractors Association (IMCA) to name a few. These assessments are then repeated in line with the issuing organization’s schedule. Members requested that assessments be recognized laterally by the various organizations or consolidated in a manner to reduce the load on the contractors. OGP to discuss this with members. 		Randy Ingram	
	<ul style="list-style-type: none"> • IAGC Aide Memoir Database – IAGC requested that all members participate by submitting information on major incidents to the database to promote learning and sharing of best practices. 		All IAGC members	
	<ul style="list-style-type: none"> • Status of IAGC Documentation – IAGC to investigate if there are any documents or publications that are significantly out of date and due for review. It was observed that several documents had not been reviewed since 2000. 		Walt Rosenbusch	
	<ul style="list-style-type: none"> • Confirm Sponsor and Location for IAGC HSE & Security Forum in late 2011. Under discussion at present. IAGC to confirm when agreed 		Walt Rosenbusch	