

Meeting: BASICS JIP – Meeting 15

Date: Wednesday, 18<sup>th</sup> February 2009

Venue: Champion Technologies, W Sam White Building, Peterseat Drive, Altens Industrial estate, Aberdeen AB12 3HT

Meeting Host: Alan Thompson: Tel: 01224 854 059

JIP Secretariat: Gaurav Gupta, OTM Consulting Ltd. Tel: 01483 598000. Mobile: 07833196663. Email: [gaurav.gupta@otmnet.com](mailto:gaurav.gupta@otmnet.com)

Travel: Please see map

**Meeting Objectives***Recommended Practice and Qualification Standard*

- Discussion on comments raised by Phil Webb on BP guideline document that could be considered for inclusion in the RP – TBC as permission needs to be given by BP
- Feedback from API on the JIP response that was sent – I will be talking to John McManus to get the update soon
- Discussion on results of the workgroup meeting on the review of ISO 13628-6
- Discussion with BSI on way forward with ISO standardization – please see attached email

*JIP Training Module*

- Brainstorm the development of training module

Agenda – Wednesday, February 18, 2009			
Arrival and tea / coffee			09:30
1	Introductions, Background & JIP update. Agenda & Safety	OTM	10:00
2	Recommended Practice: Discussion on comments on BP guideline document	PW / ALL	10:10
Tea / Coffee			11:10
3	Recommended Practice: Comments received from API	OTM / All	11:30
Lunch			11:50
4	Qualification Standard: Feedback from teleconference with BSI	OTM	12:35
Tea / Coffee			13:05
5	Discussion on the workgroup meeting on the review of ISO 13628-6	AO'D/All	13:25
6	Development of training module	RG/All	14:40
7	Concluding discussions, AOB, next meeting	OTM	16:00
Meeting Close			16:15



