1. OPENING REMARKS

1.1 Review of API procedures for approving new documents, and withdrawing and reaffirming old documents – The Chairman can request a letter ballot for all of these activities. There is typically a 30 day turnaround, but this can be longer if detailed review of long or new documents is required. For a successful ballot, 50% of the complete roster must vote, and 2/3 of the returns must be affirmative. Negative returns must be resolved by the SC.

1.2 Current SC15 roster – The meeting reviewed the current roster.
Action Mike Posson: Check position of Mike Cralle, Oxy Midland.
Action API: Add further alternates to the roster - Joe Dodds as alternate for Mike Posson, and Tim Dyer as alternate for Al Wilkes.

1.3 Minutes of last meeting – The meeting in June 2003 was the first meeting of SC15 for some years, and acted primarily to inform API that this SC was active once again in the maintenance and extension of the suite of standards under its control.

2. REVIEW OF EXISTING WORK ITEMS

2.1 RP for the Qualification of Spoolable Reinforced Plastic Line Pipe – This performance based document is close to completion, with a few minor technical issues to resolve. SC15 members can expect a letter ballot on this document within the next 3 months or so.

2.2 RP for Composite Lined Steel Tubular Goods – The first draft of the RP is currently under review by BP, Statoil and ENI Agip, prior to formation of a new Work Group in the next couple of months. The Work Group should consider the exact scope of this document, which could address non-metallic linings in general (given potential withdrawal of API Spec 15LT – see 3.1).
Action Chairman: Work with members of SC15 to form WG for this RP, by end Aug 04.
3. **NEW BUSINESS**

3.1 **Withdraw of Spec 15LT, 1st Edition, January 1993 PVC Lined Steel Tubular Goods** – At the meeting there was general acceptance that this specification should be withdrawn, subject to checks with the known manufacturers and API regarding monogram usage.

*Action Chairman: Contact Salta Pipe and SealTite to confirm no use of Spec 15LT.*

*Action API: Check whether anyone has registered for the monogram under this Spec.*

*Action Chairman: Subject to above actions, call for letter ballot to approve withdrawal of Spec 15LT.*

3.2 **Status of Spec 15LE, 3rd Edition, April 1, 1995 Polyethylene (PE) Line Pipe** – This widely used standard is in need of update. Although the overall structure should be retained, references all need updating, and there needs to be mention of PE100 materials.

*Action Chairman: Work with Al Wilkes to form a WG for this activity, aiming to complete the required update in the first half of 2005.*

*Action API: Provide Word version of this document, if available.*

4. **ANY OTHER BUSINESS**

4.1 **Thanks to new members** – The Chairman minuted thanks to all new members of SC15 for volunteering to help re-energize this SC.

4.2 **API 15TL4 due for action** - API RP 15TL4 Recommended Practice for Care and Use of Fiberglass Tubulars 2nd Edition, March 1999 – This well used document is also due for review.

*Action Chairman: Activate WG to work on this document later in 2004.*

*Action API: Provide Word version of this document, if available.*

4.3 **Addendum to API Spec 15HR** - John Biro proposed an addendum to 15HR to cover 12”, and possibly 15” sizes.

*Action John Biro: Submit justification for this, together with proposed wording, to SC15, for letter ballot.*

4.4 **SC15 Website**

*Action Chairman: Assist API to populate SC15 website with recent documents, including roster, minutes and documents currently in progress.*

5. **FUTURE MEETINGS**

Future meetings will be called as required to attend to SC business. 2005 API Summer Standardization Meeting will take place during week of 27th June 2005 in Calgary.

6. **ADJOURMENT**

6.1 The meeting was adjourned at 10.00 am.