Minutes of Meeting – API SC16
January 24, 2019

1. This meeting was scheduled for 1:00 PM through 5:00 PM on January 24, 2018 in the Regency Center conference room at the Hyatt Regency San Antonio Hotel in San Antonio, Texas.

2. Attendees:
   Chair: Chris Stewart
   Vice-Chair: Ricky Cummings
   Secretary: Erin Welsh (absent)

   There was a teleconference for this meeting. The following introduced themselves on the teleconference:

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
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<tr>
<td>Henry Carrol – Dokkan</td>
<td>Scott Gooding – Cortec</td>
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<tr>
<td>James Chambers – Weatherford</td>
<td>Kjetil Antonsen – MHWirth</td>
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<tr>
<td>Mike Buchwald – Copper State Rubber</td>
<td>Laszlo Marko – Contitech</td>
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<td>Victor Leon – MHWirth</td>
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   Please see attached sign in sheet for a list of attendees.

Minutes

3. The meeting began at 1:00 PM with a safety briefing on egress
4. The API Anti-Trust rules were presented and reviewed
5. The Chair distributed the SC16 membership and voting roster; requesting that corrections be made; Please notify the chair of any voting member or alternate voter corrections
6. Introductions were made; an attendance sheet was distributed and call-in guests announced
7. The chair reviewed the voting roster
   The chair provided a brief overview of today’s agenda [Please see Attachment A for the Agenda]
8. The agenda was adopted
9. A review of the SC16 Work status spreadsheet was performed by the chair [Please see Attachment B for the SC16 Work Status Spreadsheet]
10. The minutes of the previous meeting previously distributed to the committee are on the API website; the minutes were presented but not read; the minutes were adopted and approved
11. Task Group / Project Lead Reports (with Review of Action Items):
    a. 16A – Specification on Drill-through Equipment (TG3) – Leonard Childers, Chairman, presenting
Nic Arteaga is Vice Chairman


b. 16AR – Repair & Remanufacture of Drill-through Equipment (TG7) – Jan Van Wijk, Chairman, presenting
   Chris Johnson Vice-Chair

[Please see Attachment D for the 16AR presentation.]

c. 16AS – Standard for BOP Systems – Matt Givens, Chairman, presenting

[Please see Attachment E for the 16AS presentation.]

TG developing First Edition

d. 16B – Specification on Well Intervention Well Control (TG5) – Alex Sas-Jawosky, Chairman, presenting

[Please see Attachment F for the 16B presentation.]

This is the first release of a product specification. Plan to be out for ballot by 3Q19

e. 16C – Specification for Choke & Kill systems – Chris Scarborough, Chairman

Presented by Chris Stewart

[Please see Attachment G for the 16C presentation.]

Third Edition ballot out for ballot until February 14, 2019

f. 16D – Specification on Drilling Well Control Systems and Equipment (TG2) – Brian Wright, Chairman, presenting

Nathan Cooper, Vice-Chair

[Please see Attachment H for the 16D presentation.]

3rd Edition published Nov 2018, effective May 2019

g. 16F/16FR – Specification on Marine Drilling Riser Equipment (TG4) – George Tisdale, Chairman, presenting

[Please see Attachment I for the 16F/FR presentation.]

2nd edition published, TG working on Addendum

16FR is a new document, still in process. Do not have good representation from operators; chair made plea to industry for more Operator representation

h. 16RCD – Specification on Rotating Control Devices (TG6) – Micah Spahn, New Chairman

[Please see Attachment J for the 16RCD presentation and SRRR.]
Motion was made to start a 3rd edition of the document due to extensive changes resulting from Addendum work, and color coded review; motion passed; will submit SRRR for approval by CSOEM

i. 16Q – Design, Selection, Operation and Maintenance of Drilling Riser Systems (TG4) – David Lewis, Chairman.

[Please see Attachment K for the 16Q presentation.]

16Q is currently idle.

j. 16ST – Coiled Tubing Well Control Equipment Systems (TG5) – Alex Sas-Jawosky, Chairman, presenting.

[Please see Attachment M for the 16ST presentation.]


k. 16TR1 – BOP Shear Ram Performance Test Protocol, 1st edition. – Ricky Cummings presenting

[Please see Attachment N for the 16TR1 presentation.]

Published 2Q18.


l. S53 – Standard for Well Control Equipment Systems – Ricky Cummings, Chairman, presenting

[Please see Attachment O for the S53 presentation.]

Fifth Edition published 4Q18.

SRRR for well control equipment reliability conditionally approved by CSOEM; will submit revised SRRR work scope to CSOEM

m. S64 – Standard for Diverter Equipment Systems – Tony Hogg, Chairman, presenting

[Please see Attachment P for the S64 presentation.]

Addendum 1 published in 4Q2018

12. Other business:

a. Resource Group started to review and produce a Definitions Document – Ricky Cummings

   o Group has met and began with COC, COS and SOF definitions

b. There was a motion by Matt Givens to separate two items in Addendum 3 of 16A. This addendum was already voted on by the SC and requires comment resolution by the Task Group per API requirements. Instructed by the Chair of SC16 to resolve in the TG comment resolution process.

c. Harish Patel inquired on whether 16F or 16Q needed to include RCD requirements. David Lewis, Micha Spahn and George Tisdale to create a Workgroup with David Lewis as the Chair to determine a path forward.
13. Summary of Action Items from this meeting:
   a. David Lewis (16Q), Micah Spahn (16RCD) and George Tisdale (16F/FR) will establish a Workgroup to provide recommendation on RCD requirements in 16F and/or 16Q to the SC.

14. Next Meetings:
   a. Summer Standards - Conference in New Orleans, LA (June 24-28, 2019)
   b. Winter Standards - Conference in Austin, TX (January 2019)

15. Meeting Adjourned at 3:00 PM.

Attachments:

A. SC16 Meeting Agenda
B. SC16 Work Status spreadsheet
C. API 16A presentation
D. API 16AR presentation
E. API RP 16AS presentation
F. API 16B presentation
G. API 16C presentation
H. API 16D presentation
I. API 16F/FR presentation
J. API 16RCD presentation
K. API 16Q presentation
L. API 16RCD presentation
M. API 16ST presentation
N. API 16TR1 presentation
O. API S53 presentation
P. API S64 Presentation