1. John Bednar, API SC17 Chairman, welcomed the group to the meeting at 8:01 AM with opening remarks, outlining various safety/housekeeping issues, and agenda review.

2. A roll call was completed and confirmed there was a quorum of 23 present (19 voting members and 4 Proxies) for this meeting. **NOTE:** It is the voting member’s responsibility to attend the committee meetings or to notify, via e-mail, the SC17 Leadership and API SC17 Coordinator of your proxy!

3. The 2014 Winter Meeting draft minutes of January 15, 2014 in Houston, Texas were reviewed. One minor grammatical error was pointed out and was corrected. A motion was made, seconded, and passed to approve the minutes.

4. The SC17 Leadership Team will increase with the addition of Jens-Henrik Neuenkirchen and Terry Cook. Jens-Henrik will be the Liaison for International Standards and Terry will be the liaison for Industry Standardization. Still to be named will be Liaison for Materials.

5. The updated SC17 Voting Representation Listing was updated (Attachment A), the API Work Group Leads Contact List was presented (Attachment B) and the Standards Status Matrix (Attachment C) were reviewed. Corrections were noted, and will be incorporated by Ed Baniak.

6. SC17 Commendation Awards were presented to John Strut, John Allen, Don Wells, and Mark Siegmund for their tireless committee work.

7. The SC17 Leadership Team presented Ed Baniak with an appreciation award for his dedicated support and service to SC17. David Miller and Roland Goodman accompanied John.

8. Task Group Chair reports.
a. API 17A—Subsea Production Systems
i. The Task Group report (Attachment D) was given by John Allen.
ii. Document is currently under revision; the SC 17A Task Force has met once in 2014. The document has been formally reviewed with the exception of the Materials Section. Proposed changes to the annexes resulting from the review are described below.
iii. The Materials Section is the section most wrought with conflicts with other API documents. There are expected to be extensive technical changes.
iv. The annexes have been reviewed and the following issues will be dealt with.
   1. It is recommended that Annex A (Description of Subsea Production Systems) be deleted. Or, if retained, it should be issued as a Technical Report (TR).
      a. Motion made, seconded, and passed to delete the tutorial section from the Annex and to submit a SRRR form to resubmit the information as a TR. Any instructions or philosophy of design are to be retained in the RP and its Annexes.
   2. Annex B (Colors and Markings) should be retained and be updated to match with RP 17H.
   3. Annex C (Verification, Validation and Qualification) is not internally consistent. The document needs major modification.
   4. Annex D (Typical Procedure for Commissioning) has received revision and will renamed Wellhead Integrity. If not retained in 17A, it could be placed in 17D.
   5. Annex E (Documentation) will be retained.
   6. Annex F (Datasheets) has been picked up by 17D and should be deleted from 17A.
   7. Annex G (Structures, Process Valves, and Piping) has been picked up in 17P and should be deleted from 17A.
   8. Annex H (System Engineering in Subsea Field Development) will be retained in 17A.
   9. Annex I (Flow Assurance Considerations) is recommended to be deleted. Or, if retained, it should be issued as a Technical Report (TR).
      a. Motion made, seconded, and passed to delete Annex I from the document and to submit a SRRR form to resubmit the information as a TR.
   10. Annex J (Barrier Philosophy Considerations) will remain and be modified slightly.
   11. Annex K (Requirements and Recommendations for Lifting Devices) items are being addressed in 17D, but not all. The annex will be revised accordingly.

b. API 17B, API 17J & API 17K—Flexible Pipe and
API 17L1 & API 17L2—Ancillary Equipment for Flexible Pipe
i. The Task Group report (Attachment E) was submitted. John McManus made the presentation on behalf of Krassimir Doynov.
ii. The ongoing JIP for the update of API 17TR2 "The Ageing of PA-11 in Flexible Pipes" is expected to be kicked off in 2H2014. Expected duration of the JIP is 2.5 years in length. Krassimir will submit SRRR form for revision to 17TR2 upon JIP completion.

iii. 17J and 17B documents were published on May 2, 2014.

iv. Spec 17L1 has been reviewed and color coded in preparation for API Monogram.

v. 17K is up for automatic re-affirmation in 2015. An update will be drafted in accordance with the newly revised 17J and 17B. Project will most likely extend into 2016.

vi. TG has confirmed to MAGMA and Airborne Oil & Gas that the inclusion of the Bonded Flexible Thermoplastic Composite Pipe Draft would not be a good fit for 17K.

c. API 17C—TFL Systems
   i. John Bednar confirmed that there is still only one TFL system in utilization.
   ii. The document is currently in maintenance mode and there are no activities taking place at this time.

d. API 17D—Subsea Wellheads and Trees
   i. The Task Group report (Attachment F) was submitted by Ross Frazer.
   ii. The revision to remove PSL 3G Class for Wellheads and revision of closure bolting language passed with 3-negative votes. Resolution of those comments has started and should complete 3Q2014.
   iii. Following the 2014 Winter Meeting, three meetings were held to propose an auditable definition on qualification testing of subsea valves and actuators. The proposed cycle definition is:

**API 17D - Valve Cycle Definition**

<table>
<thead>
<tr>
<th>Pressure (5.1.7.4)</th>
<th>P/T (5.1.7.6)</th>
<th>Endurance (5.1.7.7)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gate in half open position and pressure cycled from 0 psig to RWP to 0 psig 200 times.</td>
<td>Follow 6A F.1.11.3. These temperature cycles are as per API 6A F 1.11.3. The first temperature cycle is from point a to point e. The second temperature cycle is from point e to point k. The third temperature cycle is from point k to point o. Note: completing steps a through q as described in 6A F.1.11.3 fulfills the three cycle requirement.</td>
<td>Dynamic – 400 cycles required completed as outlined below in (a) or (b) or (a) and (b) but no less than 400. (a) API 6A, dynamic cycles, per Annex F, F.2.2.2.2.1 (partial blowdowns). Note: this choice for cycles is covered by F 2.2.2.2.1 steps a through e. Note: 200 of the qualifying cycles must be PR2 (per API 6A, F.2.3) or objective evidence must be provided (per API 17D, 2nd Ed, 5.1.7.6) to demonstrate that the cycles were previously completed (b) API 17D, 2nd Edition, Annex L cycles per the text in paragraph 3 of Annex L may be used in place of 200 of the cycles (full blowdown with hyperbaric pressure).</td>
</tr>
</tbody>
</table>

Note: 200 cycles of endurance testing completed  
Note: 203 cycles of endurance testing completed  
Cumulative: 603 cycles of endurance testing completed
iv. Action: The TG will send out a ballot for comment only on the proposed definition.

v. The TG is also following the ECS task group on the changes to the ASME Section VIII, Division 2 pressure vessel code with high interest.

vi. Gary Hurta provided a brief overview of Worst Case Discharge design. Decision to submit a proposal for membership comment on proposed method for defining design approach for normal, severe, and survival conditions, particularly as applicable to Worst Case Discharge.

e. API 17E—Production Umbilicals
   i. The Task Group report (Attachment G) was given by John McManus.
   ii. Further comments for the Umbilical Manufacturers Federation and others have been received and are being processed.
   iii. Medium Voltage cables for Power Umbilicals will be included into the document. This would be a totally new section with subsections. Chevron ETC will be the 17E TG support.
   iv. Action still ongoing for John McManus to liaise with SC17X to ensure no cross works on Power Umbilical Medium Voltage cables.

v. Target dates
   1. Draft standard available for ballot/comment May 2015
   2. Draft standard available for submittal for publication August 2015

vi. Daniel Harries, Aker Solutions, will become co-chair of 17E.

f. API 17F—Production Controls
   i. The Task Group report was given by Farah Saidi on behalf of Christopher Curran (Attachment H).
   ii. Earlier versions had included a section on chemical injection. This has been removed on the basis that it does not belong in a subsea controls document. The Summer Round Table has confirmed that a chemical injection document will be produced, with the first task to define the actual scope of the document. Decision if this will be a RP or a TR will be made following this first 6 months of scope development.
      a. Motion made, seconded, and passed to submit a SRRR form to prepare a document dealing with chemical injection. The first six months of TG work will be to build a scope of work. Decision for this to become a RP or a TR will be made following this six month period.

g. API 17G—Completion/Workover Risers
   i. The Task Group report was given by Ray Stawaisz (Attachment I).
   ii. The sixth working draft will be sent to API as the ballot draft by mid-July 2014.
      1. Clauses 6, 7, and Annex D continue to be the most technically challenging to write and edit.
2. Line-by-line review has taken place in all sections except annex I, K, and L. This review has eliminated some of the tutorial sections out of the document resulting in a 20% reduction in size.

iii. Task Group Lead acknowledged that the SC17 membership had given the 17G Task Group considerable feedback on the size, scope, content, monogram-impacts, and format of the current draft. Task Group Lead stated that Task Group would consider the input and need for potential changes prior to release for ballot.

iv. The “Baby G” reports were given by Brian Skeels.

v. The "Baby G" efforts have developed their respective tables of content and have begun drafting their own respective documents.

1. Baby G1 Non Ferrous Systems (Attachment I1)
   a. Clause 7 is under review and addressing the ferrous alloys within the document.
   b. The TG has formed four working groups, dividing up non-ferrous materials
      a. Nickel
      b. Titanium
      c. Aluminum
      d. Composites

2. Baby G2 Riserless Subsea Pumping Systems (Attachment I2)
   a. Drafts of clauses 1 – 5 completed and in various states of review.
   b. Newly formed subgroup for Clause 6 and several of the annexes have been commenced. First pass drafts are expected in July 2014.
   c. Timeline of final draft for entire 17G2 is January 2015.

3. Baby G3 Light Duty Intervention System (Attachment I3)
   a. Draft Light Duty Intervention System design flow charts and produced and will be distributed to the TG.

4. Baby G4 Riserless Light Well Intervention (Attachment I4)
   a. Clause 1 and 4 are complete with early drafts. Outlines for clauses 2, 3, and 5 are in outline mode.
   b. TG meets every quarter, alternating between teleconference and live meetings in Houston.

h. API 17H—ROV Interfaces & ROT Intervention Systems
   i. The Task Group report (Attachment J) was presented by Ed Baniak.
   ii. Three enquiries have been received for the second edition and have resulted in an errata for Figure 20
      1. Clarification of quality requirements for hot stabs
      2. Clarification of dimensions in Figure 20 (Type C hot stab)
      3. Clarification of dimensions in Type D hot stab.
   iii. Focus areas for the next edition will be further normalization of hot stab drawings and clarification of quality requirements.
   iv. Charles White to issue a new SRRR form to establish a new workgroup to advance the document for the next edition.
i. API 17N—Subsea Reliability and Technical Risk Management
   i. The Task Group report (Attachment K) was presented by Mark Siegmund.
   ii. Task Group has been organized into 6 work groups.
   iii. The TG is working to expand the Life Cycle process.
   iv. Astrimar is in process to complete the incorporation of comments and 17Q reference
   v. At the 2013 Summer Std. Conference, 17N was asked to blend 17Q into 17N. TG does not feel this is the best approach. Instead, the TG is recommending that the qualification and verification details from 17N should be incorporated into 17Q.
   vi. Per discussion at the Roundtable and follow-up agreement at the Plenary Session, the following path forward was agreed:
      1. 17N will generally remain in its original form with regard to qualification requirements. This should facilitate the timely completion of the 17N update
      2. The 17N Task Group will prepare a guidance document capturing elements that should be considered when generating a program for qualification and/or verification. No decision has been made yet as to where the content of the guidance document will be stored within the suite of API 17 documents, but the guidance document will be available to the Task Groups in generating their respective programs.
      3. The 17N Task Group will take on governance of the API 17Q document.

j. API 17O—HIPPS
   i. The Task Group report (Attachment L) was presented by John Allen.
   ii. Following the January 2014 pass with 30-yes votes with comments and 2-negative votes, the final version was recirculated for validation of comment resolution on May 27th with a submission deadline of June 10.
   iii. There were no additional comments received on June 10th, so API is now starting the publication process.

k. API 17P—RP for Templates and Manifolds
   i. The Task Group report (Attachment M) was presented by Ed Baniak.
   ii. New work item has been initiated. Main focus areas are:
      1. Update and rationalize the materials section
      2. Review all outstanding comments left from the previous edition
      3. Add references to the 2013 RP for Templates and Manifolds
   iii. Action: New work item opened to work on the next edition.
      1. Major work in clause 7 (materials)
      2. Review comments from adopt back ballot
      3. Add references to 2013 RP for Templates and Manifolds
   iv. Next meeting for spring 2014
   v. Charles White to issue a new SRRR form to establish a new workgroup to advance the document for the next edition.
m. API RP 17Q—Recommended Practice for Subsea Qualification
   i. Task Group report (Attachment N) was presented by Mark Siegmund.
   ii. Action from the 2014 Winter Meeting was to reconvene a joint 17Q/17N TG. Two work groups were formed to polish the existing Appendix into a more usable 17Q specific document. However, no progress was made.
   iii. The TG decided to utilize an industry survey in order to try and agree on the scope of the 17Q document. The surveys also asked how many stakeholders were interested in funding a JIP and/or were willing to participate in the JIP Steering Committee. Survey was sent to 14-Operators, 13-Suppliers, and 12-Others. Response was good with over 50% responding. However there was only lukewarm support for financial funding and/or steering committee representation.
   iv. The problem is that there is no clear direction on path forward and it is too early to define “what to do”.
   v. Anticipated/potential new work items
      • Have 17N update the current 17N draft taking out references to what was thought to be included in the newly reformatted 17Q
      • Develop a path forward to get a new re-written 17Q in progress. There are 3 possible approaches to accomplish this:
         a. Do as little as possible and go back to the proposal to take the PQS sheet “as is” and put it in 17N, effectively killing 17Q.
         b. With existing TG build up a scope of work that would be achievable
         c. Encourage industry support for proposed subsea qualification JIPs
   vi. See summary for API 17N above for agreed path forward.

n. API 17R – Recommended Practice for Flowline Connectors and Jumpers
   i. The Task Group report (Attachment O) was presented by Ron Pfluger.
   ii. The document was balloted in February and over 200 comments were received in March. There were 16-yes votes and 2-negative votes. The majority of the comments (≈ 95%) have been resolved and final resolution is ongoing with hopeful final meeting by the end of June.
   iii. The document will be ready for re-balloting in July 2014.

o. API RP 17S – Recommended Practice for Subsea Multiphase Flow Meters
   i. The Task Group report (Attachment P) was presented by Robbie Lansangan.
   ii. 17S draft rev 4.0 has been circulated to the TG on April 21 with a request for comments by May 15. An extension for comment submission has been given until June 6. The additional comments have been received.
   iii. Target dates:
      i. July 2 2014: reissue draft update rev 5.0 to TG with request for comments.
      ii. July 16 2014: Deadline for comment submission
      iii. July 23 2014: Final TG meeting to resolve all comments
iv. Week of August 4 2014: Submit to API for balloting
iv. TG is still unsure if it should be submitted as an RP or to progress to draft standard. TG wishes that it will be submitted as a Standard.

p. API RP 17U - **Recommended Practice for Wet and Dry Thermal Insulation of Subsea Flowlines and Equipment**
   i. The Task Group report *(Attachment Q)* was presented by Aquiles Perez.
   ii. Task Group participation in preparation of RP concluded. RP was circulated for balloting.
   iii. Comments and formatting changes concluded.
   iv. Reconciliation of 2-negative votes concluded.
   v. Comments have been incorporated and document be resent to the committee for review and approval.
   vi. Document will hopefully go out for Publication by the end of July 2014.

q. API RP 17V – **Recommended Practice on Subsea Safety Systems**
   i. The Task Group report *(Attachment R)* was presented by John Allen.
   ii. The document was sent out for ballot on December 13, 2013 with a closing date of January 24, 2014. The draft passed with 2-negative votes. The working group has agreed to text for all comments, but is still working to resolve the negative votes.
   iii. A June working group meeting is scheduled to resolve the last remaining comments.
   iv. Following comment resolution, it will be decided if the comments are editorial or technical. If technical, the decision may be made to go out for re-ballot.

r. API 17W – **Recommended Practice for Subsea Capping Stacks**
   i. The Task Group report *(Attachment S)* was presented by Ray Stawaisz.
   ii. RP 17W passed first, second and third ballot with minimal technical comments.
   iii. Comments to all ballots have been resolved.
   iv. API is currently preparing the document for publication.

s. API 17X – **Subsea Boosting**
   i. The Task Group report *(Attachment T)* was presented by John Allen.
   ii. TG has been broken down into 5-work groups and has been holding alternating monthly meetings. The Work Groups are:
      i. Electrical and Power Distribution
      ii. Pump Hydraulics
      iii. Qualification and Testing
      iv. Mechanical and Structures
      v. Reliability and Intervention
   iii. Target dates
      i. September 2014    Draft Standard available for review
      ii. December 2014    Draft Standard available for ballot
      iii. September 2015  Publication of API Standard
iv. Major issues: there needs to be coordination between 17X and 17N, 17Q and 17A regarding definitions for qualification, verification, and validation.

v. TG requires editorial assistance starting first week in August 2014 with anticipated budget between $50,000 and $70,000 until document completion. If assistance is not available, the milestones may silt 6 to 9 months to the right. John was advised to go to Ed Baniak now and make request as there may “some” funding currently available. A SRRR has been prepared requesting the funds and will be submitted to the CSOEM.

t. Technical Reports

i. 17TR7 – (Attachment U) - Connector Qualification Guidelines
   i. Status report was given by Brian Skeels.
   ii. The TG continues to wait on the 17G technical writing team and work on the 17G technical report to resume.
   iii. The static qualification test section, Clause 2, has been thru peer review and updated with recommendations.
   iv. The dynamic test section is still on hold.
   v. The revised 17G Annex I is scheduled for release mid-July 2014.
   vi. The technical report’s scope will only address connectors that are in the central vertical bore of the completion workover riser, subsea tree, and subsea wellhead. Flowline connectors will remain the purview of 17R which has been balloted and approved.

ii. 17TR8 – (Attachment V) – HPHT Guidelines
   i. Status report was given by Brian Skeels.
   ii. The first draft has been balloted and approved on June 9 2014 without any negative comments.
   iii. Task Group will resume in August to review ballot comments and revise draft as appropriate
   iv. Work on the second edition will commence in August 2014. The SRRR for the second edition will likely not be submitted until first edition is fully approved, but preliminary work may begin.

iii. 17TR9 – Subsea Umbilical Termination (SUT) Selection and Sizing Recommendations
   17TR10 – Subsea Umbilical Termination (SUT) Design Recommendations – (Attachment W)
   i. Status report was given by John McManus.
   ii. The JIP is currently working on the two documents and meet bi-monthly.
   iii. Submittal of 17TR9 to API for ballot and comments scheduled to be sent to API October/November 2014. Comments to be reconciled February/March 2015 and publication expected end of Q2 2015
   iv. For 17TR10, the JIP is reconciling the comments received from the March 13 comment submittal date. Comment resolution is expected to be submitted to SC17 August 2014. Publication expected end of Q3 2014/beginning Q4 2014.
iv. **17TR11** – *(Attachment X)* – *The Effects of External Ambient Seawater Pressure on Subsea Hardware During Subsea Flowline Testing*
   i. Status report given by Man Pham.
   ii. Ballot voted and passed on January 31 2014. Approximately 50 comments received.
   iii. A few significant comments are not easily resolved without substantial revision to the document.
   iv. Task Group decided to hold off on editing TR11 comments until the work on TR12 has been completed. TR12 is addressing many of the issues raised as comments in TR11.

v. **17TR12** – *(Attachment Y)* – *Consideration of External Pressure in the Design and Pressure Rating of Subsea Equipment*
   i. Status report given by Man Pham.
   ii. TR12 Letter Ballot was sent out on May 12 2014. Ballot due date is Friday, June 20 2014.

9. Old and New Business
   a) Motion made, seconded, and passed to submit a SRRR form to prepare a document dealing with Thermoplastic Bonded Composite Pipe. The first six months of TG work will be to build a scope of work. Decision for this to become a RP or a TR will be made following this six month period.

   b) Project No. 11304 is the DeepStar AUV project funded in part by API. Purpose is to identify interfaces and develop recommendations to submit to SC17. There is a pronounced need to standardize interface and to develop recommendations in the form of a RP. Discussions continue on how to progress this

   c) Ed Baniak worked with Task Group Leaders to edit the six referenced SRRRs that were to be submitted to CSOEM on Friday, June 20, 2014.
      i) SRRR: (New) Proposed RP – Bonded Composite Pipe for Offshore Applications
      ii) SRRR: (New) Proposed RP – Chemical Injection Systems
      iii) SRRR: (New) Proposed TR – Capture extracted subsea tutorial info from RP17A
      iv) SRRR: Update existing RP17H ROV/ROT Interfaces
      v) SRRR: Update existing RP17P Subsea Structures and Manifolds
      vi) SRRR: Incremental funding for editorial support – RP17X Subsea Boosting

10. Actions Items were reviewed and updated during the course of the meeting.

11. Upcoming Meetings –
   a. 2015 SC17 Winter Meeting – Houston, Texas – TBD January 2015

11. The meeting adjourned at 2:21 PM