



International Regulators' Forum Annual General Meeting
October 6 & 7, 2020
Held By Video Conference

Summary of discussions and action points

Participants:

Australia	Stuart Smith Derrick O'Keeffe Graeme Waters	NOPSEMA NOPSEMA NOPTA
Brazil	Daniela Goni Mariana Franca Raphael Moura	ANP ANP ANP
Canada	Scott Tessier (Chair) Paul Alexander Dan Chicoyne Christine Bonnell-Eisnor Robert Normore Stuart Pinks Keith Landra	C-NLOPB C-NLOPB C-NLOPB CNSOPB CNSOPB CNSOPB NEB
Denmark	Bénédicte Crapez Mikkel Laurentzius	DWEA DWEA
Ireland	Ben Browne Paul Nagle	CRU CRU
Mexico	Adriana López de Alba Gómez Blanca del Carmen Martínez Mendoza	ASEA ASEA
Netherlands	J.A. (Hans) deWaal Theodor Kockelkoren R.P.H. (Rob) van Elsen Pieter van den Bergen	SSM SSM SSM SSM
New Zealand	Donna Ellis Nick Dawtry	WorkSafe New Zealand WorkSafe New Zealand
Norway	Ann Myhrvold Finn Carlsen	PSA PSA
United Kingdom	Wendy Kennedy Andy Taylor Chris Flint David Walker	OPRED OPRED HSE HSE
United States	Lars Herbst Julie Fleming Bryan Domangue Stacey Noem	BSEE BSEE BSEE BSEE

Special Guests (Session 5):

Jim Rocco	International Association of Drilling Contractors (IADC)
Mike Dubose	International Association of Drilling Contractors (IADC)
Olav Skår	International Association of Oil & Gas Producers (IOGP)



MINUTES

	<p><u>WELCOMING REMARKS:</u></p> <p>Scott Tessier, Chair of the IRF Management Committee (Chair), delivered opening remarks and welcomed IRF Members to the 2020 Annual General Meeting (AGM). During the Safety Moment, everyone was reminded to take advantage of getting a seasonal flu vaccine, which is a very important part of health care, especially now with the burden of COVID-19 on health care systems.</p>
1	<p><u>SESSION 1 – ADMINISTRATIVE ITEMS</u></p> <p>Scott Tessier (Chair) reviewed the proposed agenda as well as the Action Items from the last IRF AGM held June, 2019, in Den Haag, The Netherlands – all outstanding items are now considered completed. The following items were confirmed:</p> <ul style="list-style-type: none">• Keith Landra (Canada) verified that the Safety Culture Working Group stood down and indicated it would be good to encourage International Association of Oil and Gas Producers (IOGP) to continue to advance safety culture initiatives within their organization.• Julie Fleming (United States) provided an update on the Performance Measures Working Group. Correspondence was sent to IOGP on May 5, 2020, in relation to IRF’s pilot project on a process safety risk analysis framework. A final report was provided, which included an incident analysis template, and the IRF is hopeful that IOGP will make use of the final data and tools that were provided. As this project is completed, the Performance Measures Working Group is now standing down.• With regard to providing options to facilitate sharing of incidents/safety bulletins among IRF Members, it was observed that communications have been useful during the past year (with pandemic-related updates and sharing of advice) and it was noted that United States (BSEE) has been actively forwarding safety alerts which have also been very valuable.• As there is still uncertainty in relation to the 2021 IRF AGM and Safety Conference, the location for the 2022 IRF AGM and/or Safety Conference will be confirmed at a later date.
2	<p><u>SESSION 2 – STRATEGIC ENGAGEMENT WITH INDUSTRY</u></p> <p>This session was led by Stuart Pinks (Canada) and Derrick O’Keeffe (Australia). A presentation was prepared (which was later provided to all participants by email). The presentation provided a recap of objectives that were decided during the 2019 AGM.</p> <ul style="list-style-type: none">• The Problem Statements, which were provided in the pre-reading materials, were discussed. It was noted that there were originally four Problem Statements; however, one topic (Learning Knowledge) was combined with the Investigation Quality Problem Statement (i.e. so that it will also include the sharing of incident details and investigation learnings).• IRF Members were advised that since the 2019 AGM, the Problem Statements have been shared with IOGP and IADC, and numerous discussions have since taken place. Both organizations are very engaged, and IOGP/IADC concur with IRF’s assessment that these are significant issues requiring attention and they are both confident that they can make meaningful contributions in addressing them.<ul style="list-style-type: none">○ “Well Control”: It was determined that there is good alignment with reference to mitigation measures, and the areas where action is required have been identified.○ “Digitalization”: It was decided that this Problem Statement requires more specific focus, which would include a focus on cybersecurity. Digitalization is a very broad topic which needs to be refined by cataloging risks and priorities.○ “Investigation Quality and Learning”: It was agreed there is good guidance as to how investigations can be properly conducted; however, there is a need to identify impediments to undertaking successful investigations and to enhance the sharing of findings (learnings).



The approach for engagement with the industry associations during Session 5 on Day Two was discussed.

- Prior to the session with the industry associations, a review of 2019 IRF key performance indicators will be provided by Raphael Moura (Brazil) during Session 4. In Session 5, IOGP will be presenting their 2019 safety and environmental performance indicators. IRF Members will then be able to take into account the current status of IOGP published data when deliberating on the future direction of the IRF key performance indicators project.
- Following the discussion related to Problem Statements there will be discussion related to COVID-19 and IOGP / IADC will be asked to identify measures being taken to reduce the risks associated with the pandemic.

IRF Members continue to support the strategic approach of developing Problem Statements, through which IRF Members will collectively identify critical risk areas and challenge Industry to find tangible solutions through industry associations or other means yet to be determined.

3 SESSION 3 – COVID-19 UPDATES & COUNTRY HIGHLIGHTS

This session was led by Anne Myhrvold (Norway). IRF Members provided their updates as pre-reading materials, focusing on three key areas: (1) Country Highlights; (2) Regulatory Measures, and Issues Related to COVID-19; and (3) Current or Possible Future Roles in Regulating Offshore Renewables. During this session, IRF Members had an opportunity to ask each country questions about the report they submitted.

Themes / key messages included (not necessarily applicable in all jurisdictions):

- The main topic of concern was issues caused by the COVID-19 pandemic, including:
 - Issues with crew changes, worker mobility, training, closed borders and increased costs.
 - Reductions in staffing at the Operator level possibly creating detrimental effects: critical maintenance being deferred, delays in safety testing of equipment.
 - Increased remote inspections; however they do not fully replace the value of being on site.
 - Decreased frequency of audits – in some cases, auditing went from daily to weekly to bi-weekly.
 - Delays and/or halting of decommissioning activities.
 - Facilities ceasing production.
 - Difficulties with availability of third parties and supply chains.
 - Increased concerns about long-term safety and environmental effects due to cost cutting measures.
 - Insufficient continuity plans.
- Management of late life assets is becoming more difficult because of limited access to capital.
- Increased risks are presented by ageing assets; and there are many concerns with smaller, less experienced Operators taking over these assets.
- Many regulators have acquired an increased mandate which now includes the regulating of renewable energy projects.
- Efforts in reducing emissions offshore are increasing.
- Increased expectation for regulators to become more transparent, providing more public reporting and additional consultation efforts with Indigenous communities and various stakeholders.
- Continuing concerns with operational process safety in general, and with Operators' diligence in properly maintaining facilities and equipment given the reduction in the price of oil.



4	<p><u>SESSION 4 – KEY PERFORMANCE INDICATORS</u></p> <p>This session was led by Raphael Moura (Brazil). IRF Members were provided, within the pre-reading materials, the 2019 IRF Performance Indicators which included a comparison of the 2019 data to previous years. IRF Members had an opportunity to ask questions about the information provided.</p> <p>Daniela Goni (Brazil) shared slides and explained how the data is used to compare individual country performance to the IRF benchmark. Based on the data received, it was observed that fatalities have decreased, but major injuries have increased. Once outstanding 2019 data has been received, the report for 2019 will be updated and shared with IRF Members.</p> <p>IRF Members agreed that after meeting with the industry associations, further discussion will take place as to the future direction of the IRF key performance indicators project.</p>
5	<p><u>SESSION 5 – DISCUSSION WITH INDUSTRY ASSOCIATIONS ON COVID-19 AND PROBLEM STATEMENTS</u></p> <p>This session was led by Stuart Pinks (Canada) and Derrick O’Keeffe (Australia). The following industry association representatives were in attendance:</p> <ul style="list-style-type: none">• Olav Skår – International Association of Oil and Gas Producers (IOGP)• Mike Debose – International Association of Drilling Contractors (IADC)• Jim Rocco – International Association of Drilling Contractors (IADC) <p>In an effort to maximize the time allocated to discussions with the industry associations, pre-reading materials were provided by IOGP and IADC. The following items were discussed during the IOGP and IADC presentation:</p> <ol style="list-style-type: none">1. Performance Measures: It was noted that the data in reports provided by industry associations (which goes back to 1980s) has evolved and improved over the years. IOGP explained that the data is used to improve and not to shame, and submissions are always kept anonymous. It was noted that IRF Members may be collecting key performance indicators that are not collected by industry associations.2. Problem Statements:<ol style="list-style-type: none">(a) “Well Control” was led by Derrick O’Keeffe (Australia). It was observed that the primary focus in the past has been on response, and industry is currently working on shifting the focus toward prevention.(b) “Digitalization” was led by Finn Carlsen (Norway). It was noted that new technology is becoming globally accepted and remote monitoring (such as Blow Out Preventer (BOP) monitoring and subsea leak detection) has proven to be very valuable. However, new technology also raises various concerns. In advancing digitalization efforts, improvements in safety and environmental performance should be also be a primary driver. It was suggested that additional focus should be placed on barriers dividing the Information Technologies (IT) and Operational Technologies (OT) systems.(c) “Investigation Quality and Learning” was led by Raphael Moura (Brazil). It was noted that there is not a need to develop additional guidance on how to conduct investigations, but rather focus should be on implementing best practices. There is a noted necessity to improve the human factors aspect of investigations, such as asking the right questions and digging deep enough to get to the root cause to improve learning. It was noted that although sharing of information has improved significantly, this does not guarantee lessons are being learned and implemented by industry.



	<p>3. COVID-19 Measures: Focus during the past eight months has been on short-term challenges, such as minimizing spread and dealing with challenges such as increased costs, closed borders and lack of worker mobility. Crew change appears to be the biggest hurdle. Industry associations have been able to provide assistance by collectively applying rules for offshore energy workers similar to the rules extended to seafarers. Collaboration is taking place between all industry associations (IOGP, IADC, International Maritime Organization (IMO), International Transport Forum (ITF), and many others) to establish solutions to issues – for example, to assist crew changes arrangements were made for charter flights and the use of military installations. There is a high level of concern related to possible long-term effects of a global turn down leading to cost cutting measures and financial instability of Operators that could negatively impact safety and environmental protection. Concerns include asset integrity, maintenance, training, and proper decommissioning and abandonment.</p>
6	<p><u>SESSION 6 – UPDATE FROM INTERNATIONAL OFFSHORE PETROLEUM ENVIRONMENTAL REGULATORS (IOPER)</u></p> <p>This session was led by Wendy Kennedy (United Kingdom – Offshore Petroleum Regulator for Environment and Decommissioning (OPRED)). An update on activities of the International Offshore Petroleum Environmental Regulators' Forum (IOPER) was provided. Topics included a review of IOPER objectives and the status of IOPER's three priority work streams: Marine Sound Working Group, Environmental Performance Indicators Working Group and Oil Spill Preparedness and Response Working Group.</p>
7	<p><u>SESSION 7 – IRF STRATEGIC DIRECTION</u></p> <p>This session was led by Stuart Pinks (Canada) and Derrick O'Keeffe (Australia). The purpose of this session was to provide an opportunity for IRF Members to discuss the next steps for strategic engagement with industry, consider suggestions for possible future IRF priorities and initiatives, and review the roles of IRF Members in energy transition to renewables.</p> <p>It was agreed that another IRF meeting should be planned in February or March 2021 to:</p> <ul style="list-style-type: none">• Discuss plans for the next AGM and Conference, currently anticipated to be held in Australia.• Consider future plans with respect to the IRF key performance indicators project, taking into account the data published annually by IOGP.• Further efforts being made with respect to Problem Statements. <p>Brazil will obtain feedback from all countries to determine which areas of the IRF Key Performance Indicators provide value so that the IRF can make a decision as to the future direction of this project. A questionnaire will be circulated to IRF Members to determine (1) where IRF Members see value in the current project; (2) if indicators should be removed or added; and (3) views in relation to IOGP's data.</p> <p>It was reconfirmed that the Problem Statement approach is key to our objective of promoting safety worldwide. All three Problem Statements require additional work. Three groups will be created to finalize the Problem Statements.</p> <p>(a) "Well Control" will be led by Derrick O'Keeffe (Australia) (b) "Digitalization" will be led by Finn Carlsen (Norway) (c) "Investigation Quality and Learning" will be led by Raphael Moura (Brazil)</p> <p>Moving forward the IRF Lead will work together with a designated IOGP and IADC Lead for each Problem Statement. With input from IOGP and IADC, the IRF Leads will further refine and finalize the respective</p>



	<p>Problem Statements that will define the risk gap and outline expectations of industry in addressing the identified gap. IOGP and IADC will then construct a work plan to outline actions, deliverables and timing. It is intended that the revised Problem Statements will be presented for IRF approval at the Feb./March 2021 meeting. Additionally, it is intended that the supporting work plans developed by IOGP and IADC will be available for sharing with IRF Members at the same time. Once the final Problem Statements have been approved, the Leads will then be responsible for interfacing and reporting on the progress for their respective topics. Stuart Pinks and Derrick O'Keeffe will assist each of the three groups as they advance their work on these items.</p> <p>It was also decided that future consideration should be given to other possible Problem Statements or focus groups in the areas that may include: Energy Renewables, Pandemic Response and Aircraft Surveillance.</p>
8	<p><u>SESSION 8 – EXTERNAL COMMUNICATIONS – MONTHLY ARTICLES</u></p> <p>This session was led by Scott Tessier (Canada). A review of IRF website traffic was conducted. This review demonstrated that the publishing of monthly articles generates the highest amount of views on the IRF website. It was agreed that providing articles on a regular basis not only brings attention to the website, but also provides an opportunity to share the articles on other social media platforms, which is a valuable tool to bring more interest to IRF's work in promoting safety in the industry. It was also announced that in addition to the IRF website and Twitter, the IRF has now created a LinkedIn account for additional exposure and to allow for reaching a larger audience. A schedule for articles for the upcoming year will be determined over the next few weeks.</p>
9	<p><u>SESSION 9 – 2021 IRF AGM AND CONFERENCE IN AUSTRALIA</u></p> <p>This session was led by Stuart Smith (Australia). As the situation with COVID-19 is still uncertain, a decision could not be made at this time in relation to the logistics for next year's meeting. If the meeting can be held "in person", the 2021 Annual General Meeting is planned to be held in Perth, Australia on October 4, 7 and 8, 2021 and the Conference will be held on October 5 and 6, 2021. It was agreed that continuing impacts associated with COVID-19 may necessitate consideration of different approaches to the AGM and Conference. This item will be discussed during the next IRF meeting which will be held in February or March, 2021, and a decision can be made at that time.</p>
10	<p><u>SESSION 10 – COMMUNIQUÉ REVIEW</u></p> <p>This session was led by Scott Tessier (Canada). A Communiqué detailing the outcomes from the AGM was drafted and subsequently reviewed by meeting participants. All IRF Members were asked to forward their comments or suggested revisions. Once approved by all IRF Members, the finalized version will be posted on the IRF website.</p>
	<p><u>CLOSING REMARKS:</u></p> <p>Scott Tessier (Chair) thanked all participants for attending, for taking the time to provide pre-reading materials, and for participating and providing valuable contributions to this year's meeting. Although it was unfortunate the meeting could not be held "in person" as a physical meeting would have allowed more time for additional discussions, the video conference experience proved to be a productive approach and exceeded expectations. Special recognition was extended to the administrative support teams in Australia, Norway and Canada for making this year's Annual General Meeting a great success.</p>



ACTION ITEMS:

1. Schedule a meeting in February or March, 2021, to:
 - (a) Discuss the current status of the COVID-19 pandemic (All IRF Members)
 - (b) Discuss plans for 2021 IRF AGM and Safety Conference (Australia)
 - (c) Discuss location of 2022 IRF AGM and/or Safety Conference (Canada / Norway / Australia)
 - (d) Review IRF Terms of Reference with respect to the “terms of office” for the IRF Management Committee which will include the appointment of officers and voting for the future Chair position. The Terms of Reference should also be reviewed to determine if there should be any changes or updates to include the increased mandate of renewable energy by many regulators (Canada / Norway / Australia)
 - (e) Determine if changes should be made to the IRF Key Performance Measures project. (Brazil) (see further detail below)
 - (f) Obtain updates from Problem Statement groups/approve Problem Statements (see further detail below):
 - “Well Control” (Australia)
 - “Digitalization” (Norway)
 - “Investigation Quality and Learning” (Brazil)
 - (g) Consider the possibility of creating new Problem Statements or focus groups in the areas such as (or others)
 - “Energy Renewables”
 - “Pandemic Response”
 - “Aircraft Surveillance” (manned and unmanned)
2. Obtain feedback from all IRF Members to determine which areas of Key Performance Measures provide value so that IRF Members can make a decision as to the future direction of this project. A questionnaire will be circulated to IRF Members to determine (1) if members see value in the current project; (2) if indicators should be removed or added; and (3) views in relation to IOGP’s data. (Brazil).
3. Creation of three groups to advance work on the current Problem Statements. IRF Leads to refine and finalize Problem Statements with input from IOGP and IADC.
 - (a) Well Control” will be led by Derrick O’Keeffe (Australia)
 - (b) “Digitalization” will be led by Finn Carlsen (Norway)
 - (c) “Investigation Quality and Learning” will be led by Raphael Moura (Brazil)
4. IRF Members to provide suggested topics for articles so that a decision can be made with regard to frequency for the upcoming year. (All – Canada to compile)
5. Finalization of IRF AGM Communiqué as presented in Session 10. (Canada – NOTE: This item is completed.)