

Minutes of Meeting

EqHub Work Groups

Time: 2010-03-25, 09:30-14:00
Venue: EPIM, Forus
Chair:
Minutes: Nils Sandsmark
Present: Oddvar.Skoland, ConocoPhillips
Knut.Dagsvik, SHAREcat
Leif.Gleditsch, SHAREcat
Magne Valen-Sendstad, PCA/DNV
Nils Sandsmark, PCA

Agenda:

1. Introduction and goals for the meeting
2. Collaboration tools and proposed work processes
3. Proposed common requirements for instrumentation
4. Enhancements and quality improvements of the PCA Reference Data Library to meet NorHub requirements for instruments
5. Work process and meeting schedule for the group
6. AOB

1. Introduction and goals for the meeting

The main goals for the meeting were:

- Agree on collaboration tools and work processes for the work groups
- Discuss and tentatively agree on common requirements for EqHub instrumentation
- Agree meeting schedule for the groups

2. Collaboration tools and proposed work process

The work groups have two main tasks:

- Agree on common requirements for EqHub
- Review and approve the Reference Data Library (RDL)

For the first task the SHAREcat tools and work processes will be used. For the second task the POSC Caesar Association (PCA) tools and work processes will be used.

The RDL have Reference Data Items (RDIs) in several disciplines:

- Safety
- Telecom
- Instruments

- Fire and Gas
- Electro
- Manual Valves
- Mechanical
- Etc.

Combining all disciplines in one work group will probably be inefficient. One work group for each discipline would result in many work groups and it will be difficult to find a sufficient number of experts willing participate and contribute. It was therefore proposed to combine some of the disciplines in one group, and after some discussions the following groups were proposed:

- Instruments, Telecom and Fire & Gas
- Safety and Mechanical
- Electro
- Manual Valves

3. Proposed common requirements for instrumentation

The proposal for *Prioritized Scope of Classes to be standardized* from SHAREcat was presented, discussed and agreed by the participants, see Action 10,01. However, since only one oil company was represented, the common requirements must be confirmed when more participants have joined.

4. Enhancements and quality improvements of the PCA Reference Data Library to meet NorHub requirements for instruments

The progress of the enhancements and quality improvements of the PCA Reference Data Library for instruments was reviewed, see attached presentation. The work is on schedule.

5. Work process and meeting schedule for the group

The meeting schedule specified in the EqHub Implementation project Work Plan of 16 March 2010 is:

- 19 May
- 22 June

The group agreed to accelerate the work and call the first meeting:

- 29 April

The meeting will be called for all the four groups listed above.

Proposed agenda:

10:00-12:00	Plenary - Introduction, objectives, tools, work processes, etc.
12:00-13:00	Lunch
13:00-14:30	Separate meetings for each of the four groups
14:30-15:00	Plenary - Summary, actions meeting schedule, etc.

Post meeting note:

The meeting 29 April has been postponed. The meeting 19 May will be held as planned

It is a must to have participation from several oil companies and EPCs in the next meeting, see Action 10.02

6. AOB

No items were proposer under AOB.

7. Actions:

Action 10.01: SHAREcat to send *Prioritized Scope of Classes to be standardized* to the group by 8 April 2010

Action 10.02: PCA to organize the next meeting in the work group.