

Roll Call – Alexander Feygin, Anatoly, Levenchuk, Chris Binns, Darius Kanga, Derek Kyryliuk, Duane Toavs, Gabriel Lopes, Glen Worrall, Jean-Francois Roy, John Story, Lee Colson, Lilliean Hella, Manoj Dharwadkar, Nils Sandsmark, Prasad Dixit, Ravi Grampurohit, Robin Benjamins, Tom Brown, Victor Agroskin, Hong Shen

Robin Benjamins gave an overview of purpose of formal SIG. Nils commented on the mandate for SIGs. The SIG is the certification process for PCA. Nils is our main contact to other SIGs. The TAB is in place to harmonize activities across different SIGs. TABs coordinate and facilitate activity between the leaders of the all of SIGs. TABs are supposed to meet twice a year.

Mandate for SIG is found here: <https://www.posccaesar.org/wiki/SigMandate>

A separate meeting with modeling experts is needed to resolve modeling methodologies. SIGs are domain specific and modeling should not be brought up our calls. Results from this meeting are expected to be shared with at meetings of the Instrument SIG.

The SIG is chartered to manage the reference data in their domain and success is tied to a rate of review or approval of content or reference data. Harmonization of the EQHub can and should be measured. We will be successful if we can merge work together from various activities and world areas into one library. The first release of instruments was in July. Others have been delayed.

The work done in the EqHub needs to be verified and understood.

Ravi Grampurohit shared the work done on instrument templates. controls. Gabriel pointed out the need for Ravi's group to work together with Him on the work being done for Petrobras.

Templates and their usage must be defined and used consistently. Otherwise this work becomes theoretical only. Guidelines need to be developed. Magne, Ravi, and Darius are the nucleus of the group. The work required to harmonize templates and reference data needs to be broken up. Domain experts have to volunteer to review the data. A third group should be managing the scope itself.

#### Action Items:

1. Duane will keep a punch list of action items on the SIG website.
2. Robin will take the action to kickoff the first TAB meeting.
3. Nils will report back the names of those working in Russia, Norway, and Brazil who need to be actively involved in the Instrument SIG.
4. Duane will see that a separate meeting is arranged for modeling methodology resolution.
5. Duane to work with Nils to find and review procedures from PCA & ISO to understand certification process.
6. Duane to determine what instruments were involved in the first release of EqHub for certification and where they are in the process today.
7. Nils will email information to Duane on which templates are available in the PCA library today. Duane will forward to distribution.
8. Duane to discuss with Manoj a solution to a need for common understanding and application of templates.
9. Duane to determine the frequency of the meetings required.
10. Duane will poll the group for needed adhoc meetings.