

RECORD OF MEETING ATTENDANCE

American Petroleum Institute
1220 L Street, Northwest
Washington, DC 20005

COMMITTEE: S.O.M.E., API 685 TASK FORCE

CHAIRMAN: Jim Bryant

MEETING: Meeting # 2

TIME: 7:00 – 8:30am

DATE: 08 Sept 2005

(M) TF Member
(R) Alternate or Representing a Member
(V) Visitor
(S) API Staff

	Name	Company	Email Address
M	Jim Bryant – Chairman	KBR	Jim.bryant@halliburton.com
M	Ron Adams	Sulzer Pumps	Ron.Adams@Sulzer.com
M	Ms. Shawn Bennett	Sundyne	SLBennett@sundyne.com
M	Ron Carlson	Flint Hills	Ron.Carlson@fhr.com
M	Larry Chartier	Fluor	Lawrence.Chartier@fluor.com.
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M	Brian Greeley	Hayward Tyler	brian@htyler.com
M	Paul Hottinger	MWKL	Paul.Hottinger@mwkl.co.uk
M/R	Steve Jaskiewicz	Chempump	Sjaskiewicz@Chempump.com
M	Norbert Kastrup	KSB	norbert.kastrup@ksb.com
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R	Nicolaus Kraemer	Hermetic Pumpen	Kraemer.Nicolaus@lederle-hermetic.com
M	Richard Martinez	Dupont	Richard.A.Martinez@usa.dupont.com
M	Bala Nair	Curtisswright	bala.nair@emd.curtisswright.com
M	Boris Nitzsche	Klaus Union	bnitzsche@klausunion.com
R	Paul Noble	Hayward Tyler	pauln@haywardtyler.com
M/R	Brian Powers	Teikoku	brian@teikoku-usa.com
M	Michael Smith	Dow Chemical	MDSMITH3@dow.com
M	David Wells	Bechtel Ltd.	dxwells@bechtel.com
V	Charlie Heald	Flowserve	cheald@flowserve.com
S	Roland Goodman	API	Goodmanr@api.org

(persons in bold participated in this meeting)

HIGHLIGHTS:

No.	Item Description	Action By	Date Req'd
1.0	API Guide for Operation of S.O.M.E. is available for download at the S.O.M.E. website: http://committees.api.org/standards/cre/some/somehm.html	Information	
2.0	All future API documents (including 685-2 nd) will use the new single column format prescribed by API and ISO	Information	
3.0	ISO will not give us copies of ISO 15783. Must purchase our own if we want it for reference.	Information	
4.0	Organization: COM # 1 working on sections 1 thru 5. Have reviewed up thru section 3.5.1 so far.	Information	
4.1	Organize phone conference for COM # 2. Organize, pick a team lead and go forward.	Adams	15 Sept 05
4.2	Adams to finish correlation list of SP numbers with API 685 current edition and forward to J. Bryant for comparison with his parallel	Adams	15 Sept 05

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	effort.		
4.3	Set up conf. call on CMP subgroup and organize.	Bryant	15 Sept 05
5.	CMP and MDP subgroups to review API 685 paragraph 6.2.1 and 6.8 and advise their thoughts on current accuracy.	CMP & MDP teams	
6.	The 685 task force agreed that cryogenic pumps (eg. LNG) are not in the scope of API 685		Decision
7.	COM 1 Subgroup markups to be sent to COM 1 leader by 20 Sept. 05. COM 1 sect 1-5 will be reviewed during the Oct net meeting.	COM 1 team	20 Sept. 05
8.	COM 2 group to have their comments sent to COM 2 group leader by 30 Oct 05. Leader to send to J. Bryant by 30 Nov 05	COM 2 team	30 Nov 05
9.	Spring API meeting will be in Dallas – Advise preferred meeting date of API 685 task force members during that meeting	J. Bryant	30 Dec 05
10	<p>When doing 4 column review, list the revised wording sources (eg. API 685, 6.3.5; or ISO 13709, para. 6.3.2.; or SP R23B, 6.3.1). If 685 is reused and wording is identical to SP's, show such as 685, 6.3.5 & SP R23B, 6.3.1). If source paragraph is not used verbatim (paragraph numbers don't count) indicate as ISO 13709, 6.3.2 Mod.</p> <p>In 3rd column either copy API 685 wording to 3rd column, or, write the change using track changes tool in Word noting changes vs 685-1st rather than source paragraph if not 685. If suggested paragraph from another source is mostly changed, it is ok to show the whole paragraph as changed.</p> <p>In 4th column indicate why you desire the change (not needed when you use ISO 13709 or SP), eg. "clarity". Use "Suggest for SP" when you feel the wording needs to become a standard paragraph. Use 4th column for notes & reminders as well – eg "add annex Z"; "recheck para references after review".</p>	All	
11	<p>Check with chairman's guide and/or C. Heald regarding use of track changes tool – is it to be used for changes to API 685 wording, or, for changes to referenced document wording, eg wording from ISO 13709 but with a few changes to that wording.</p> <p><i>Done – direction from API included in 10 above</i></p>	J. Bryant	
12	Next meeting will be scheduled for 06 Oct-2005 with a Houston, TX start time of 7:00 AM - to appx. 9 AM	All	06OCT 2005