



ISO/TC 67

Materials, equipment and offshore structures for petroleum, petrochemical and natural gas industries

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ISO/TC 67 N 1070

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Report of the Secretariat to ISO/TC 67 on the activities of the TC67 Management Committee

1/2 October 2009

Victoria, British Columbia, Canada

1 TC Title Materials, equipment and offshore structures for petroleum, petrochemical and natural gas industries

2 TC Scope Standardization of the materials, equipment and offshore structures used in the drilling, production, transport by pipelines and processing of liquid and gaseous hydrocarbons within the petroleum, petrochemical and natural gas industries

Excluded: Aspects of offshore structures subject to IMO requirements (ISO/TC 8)

3 TC Secretariat American National Standards Institute

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4 Chairman Open, Acting Chair Neil Reeve, TC67 Management Committee Vice Convenor

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5 TC Secretary Mr. D. Miller (at TC Secretariat address)

6 MC Membership

TC 67 N 654 Rev. 7, ISO/TC67 Management System was modified to continue the activities of the Management Committee but to stand down the Executive Committee, although former EC members (SC Chairs and Secretaries) are welcome to attend any Management Committee meeting. N 654, Rev. 7 establishes the TC 67 management system as follows:

The management system established a TC67 Management Committee (MC):

- The TC67 MC assists the TC67 Chairman to provide direction to the work program, to address common needs including policy, organization and administration, and to work on issues of general interest to the membership. Proposals and recommendations of the MC must be endorsed by the P-members.
- The TC67 MC also assists the Subcommittee and Work Group chairs to steward the progress of the work program, to identify problem areas for resolution, and to provide assistance to the chairs to enable them to meet the work program objectives. The P-members acting through the Technical Committee retain the overall decision making power with respect to the work program.

Membership

The Management Committee (MC) consists of:

- The Chair of TC67, who is the Convenor of the MC.
- The Secretary of TC67, who issues the Agendas, Minutes, and Actions.
- A Vice Convenor serving not more than two consecutive two year terms elected by the members of the MC from a list of candidates selected by the MC.
- Any P-Member Heads of Delegation (or their representatives), who agree to serve on and participate in the activities of the Management Committee.
- The Chair of CEN TC12 (or his representative).
- The Chair of the OGP Standards Committee (or his representative)
- The TC67 Technical Program Manager from the ISO Central Secretariat

P members currently represented on the MC are Brazil, Canada, China, France, Italy, Japan, Netherlands, Norway, Qatar, Russia, Spain, United Kingdom, and USA. In addition, the TC67 Chair invites guests to attend a particular meeting.

Committee Responsibility

The responsibilities of the MC with respect to the TC67 work program are:

- At least once annually, between TC67 plenary meetings to formally review the work program of each Subcommittee and assure that there is understanding of and agreement with – The target dates for the achievement of milestones for standards under development or any changes to existing target dates.
 - Changes in scope or structure of individual standards
 - Requested adjustments in resources to achieve the target work program.
- Review all negative votes and resolve substantive comments on TC New Work Items.
- Assist the Subcommittee Chair / Work Group Convenors in obtaining necessary resources.

- Based on information gathered by the TC and SC secretariats, initiate corrective actions to maintain or improve the approved program.

The Management Committee will also address strategic, organizational, administrative, or other matters pertaining to the function of TC67 brought to its attention by the TC67 Chair, other MC members, and P-members in TC67. In addition, the Management Committee is responsible for acting in accordance with the ISO Directives, the TC67 Policies and Procedures (N435), and meeting the goals of the ISO TC67 Strategic Policy Statement (N542) and the ISO TC67 Management System (N654).

7 MC Activities

The Management Committee met on 6 February and 22 June 2009 and plan to meet by conference call during September 2009. The status of the open MC Action Items is as follows; see MC N 065 for details:

07MC-02 – Normative References

A. Barynikov to complete the draft Normative Reference report and prepare proposed language for inclusion in N 435.