



THE INSTITUTE
OF PETROLEUM



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ON BEHALF OF

BSI PSE/17 COMMITTEE

**MATERIALS, EQUIPMENT & OFFSHORE STRUCTURES
FOR THE PETROLEUM & NATURAL GAS INDUSTRIES**

Terms of Reference

PSE/17 is responsible to the Engineering Sector Board E/- and is the strategy and programming committee which coordinates the UK contribution to International (ISO/TC 67) and European (CEN/TC 12) standardisation for materials, equipment and offshore structures for the petroleum and natural gas industries. All technical work is, effectively, carried out in the sub-committees or panels working together with other BSI committees as appropriate. Scope and responsibilities include:

- * Manage the input to ISO/TC 67, its sub-committees SC 1, SC 3, SC 4, SC 5 and SC 6 and associated advisory groups and workgroups.
- * Appoint and brief UK delegates to attend ISO/TC 67 & CEN/TC 12 meetings as required.
- * Identify and nominate ISO/TC 67 workgroup Convenors and Project Leaders.
- * Ensure that the UK industry is represented by appointing Experts to participate on appropriate workgroups.
- * Brief Convenors, Project Leaders and Experts attending workgroup meetings and provide technical support as required.
- * Recommend DTI financial support for the Head of Delegation/Convenor/Principal Expert to attend international committee, advisory group, and workgroup meetings.
- * Submit or review and comment on New Work Item proposals and recommend the UK vote.
- * Seek comment from interested parties including other affected BSI committees.
- * Review and comment on Committee Drafts (CD), Draft International Standards (DIS) and Final Draft International Standards (FDIS) and recommend the UK vote.
- * Decide whether BSI should adopt the resulting ISO standards as British Standards where this is not automatic due to adoption by CEN.

Members of PSE/17 should have an overview of the industry, with individual experts located in the relevant PSE/17 Sub-committees or Panels. Chairmen of the Sub-committees are automatically appointed to PSE/17 and are expected to give written and/or verbal reports at PSE/17 meetings.

Member's Responsibilities

Membership of PSE/17 is generally on behalf of a recognised industry association or body. It is the responsibility of the member to ensure that the nominating or sponsoring industry body is kept informed of progress. The members should build up a network of contacts through their employer and industry body to brief industry and achieve the committee's objectives outlined above. UK

Delegates to TC 67 are usually also members of PSE/17 and are expected to give progress reports at meetings. In the event of being unable to attend a meeting, the delegate or expert should provide a brief written status report of the SC's or WG's activities. Where DTI funding assistance has been granted, a written report is essential.

A PSE/17 membership list is available to all PSE/17 committee and sub-committee members.

Work Programme

The work programme mirrors that of ISO/TC 67 that has API/ANSI (USA) as Secretariat. The preference is not to work on European standards but to adopt the ISO Standards without modification by applying the terms of the Vienna Agreement. CEN work is carried out under CEN/TC 12, which has essentially the same scope as ISO/TC 67, and has AFNOR (France) as Secretariat. Responsibilities for mirroring ISO/TC 67/SC2 and ISO/TC 67/SC7 are with BSI Committees B/203 and B/525/12 respectively. PSE/7 also contributes to ISO/TC67/SC2 via its WG2. In addition there are liaison responsibilities with a number of other BSI Committees. Details of the specific ISO/TC 67 work programme and target dates are available on request.

Meetings.

Two meetings are held per year, normally at the BSI Headquarters in Chiswick, London.

Secretariat

The Institute of Petroleum has an agreement with BSI to provide the Project Management and Secretariat Services to PSE/17, all its sub-committees and panels (as listed below). This includes booking meeting rooms, sending meeting calling notices, preparation of agendas, writing minutes of meetings, maintaining membership records, distributing all documents, submitting funding requests to BSI, collating comments on voting documents and advising on ISO/CEN/BSI rules and procedures. The official vote on behalf of the UK as a "P" Member of ISO or CEN is currently submitted by BSI.

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| Chairman | Mr G A N (Graham) Thomas BP International Ltd Chertsey Road Sunbury-on-Thames Middlesex TW16 7LN | Tel: 01932 764 305 Fax: 01932 764 077 |
| Secretary | Mr S F (Sjoerd) Schuyleman or Mr M (Martin) Hunnybun Institute of Petroleum 61 New Cavendish Street London W1M 8AR | Tel: 0171 467 7132/7133 Fax: 0171 255 1472 |

Sub-Committees

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| PSE/17/1 | Linepipe |
| PSE/17/3 | Drilling, Completion Fluids and Well Cementing |
| PSE/17/4 | Drilling and Production Equipment |
| PSE/17/5 | Casing, Tubing and Drillpipe |
| PSE/17/6 | Processing Equipment and Systems |

Panels

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|-------------------|--|
| PSE/17/-/2 | Certification Principles |
| PSE/17/6/1 | Offshore Platform Piping Systems |
| PSE/17/6/2 | Offshore Platform Systems |
| PSE/17/6/3 | Process Heat Transfer Equipment |
| PSE/17/6/4 | Heating, Venting and Air Conditioning - HVAC |