

Oman Chapter Steering Committee DROPS Action Log			Last Updated:	14-Nov-18				
Action Id	Title	Description	Owner	Company	Target Date	Closed date	Notes / Updates	Status
8	Social Media	Investigate how we can use Twitter and LinkedIn	Sulaiman Al Sulaimi	OOCEP	31-Dec-18		Note received back from DROPS Global - needs to be discussed further at the next meeting. This can be addressed within the role of Media & Communications Coordinator. Action delayed for a few months awaiting the appointment of a Media Coordinator. No further action since last meeting - awaiting charter publication. Date extended due to delay in making branch nominations. Sulaiman will reach out to Allen Smith.	Open
10	Organise 2018 Forum	Work towards forum in Q4 2018. It now looks likely that this will have to be in 2019.	ALL	ALL	31-Dec-18		Sulaiman to contact and events manager to gauge costs and timescales for an event hosting 500+. Arun to look at a smaller 'meeting' to host around 100 DROPS Champions. The latter is a loose idea only. 9th May Update - some early contact but the year ahead in Oman is very heavy with events. Dr Ramesh suggested co-sharing another event in October. He will share details with the group. After further consultation with the group it was decided to not proceed with this second option. The group will work towards a large scale event in 2019. Sulaiman has made contact with an events planner and they can organise at no cost to the group - so he will speak with them to start thinking about Q2 2019 as a target. Meeting to be held with events organisers. Good progress being made by Sulaiman.	Open
11	Arrange banners for use at DROPS Chapter Events	Come up with design and manufacture for banners	Sulaiman Al Sulaimi	OOCEP	30-Nov-18		Sulaiman asked for hi-definition version of the logo. Some discussion with Allen Smith. Discuss at next meeting. Format and text agreed. Sulaiman to work with Mohammed Al Mughairi. Ongoing item - Sulaiman and Mohammed will continue working together on this. Good progress and interactions between Sulaiman and Mohammed - with support from Allen Smith. Mohammed Al Mughairi will circulate images of the mock up version to the group imminently. No action since the last meeting, so on 12th September the task was taken solely by Sulaiman. Great progress made - but we found that Oman map is protected by copyrights so we need to find an alternative design.	Open
14	OPAL HSE Event in October 2018 - DROPS Speaker and Stand	We would like the opportunity for a committee member to present our activities at this conference. Additionally we would like a small stand to share information.	Dr. Ramesh	OPAL	30-Nov-18		Dr Ramesh to feedback accordingly. The event is now in December. Group to nominate a speaker. Dr Ramesh sent further details following the meeting on 12th September. The group suggested Scott Murray as most other operators have speaker slots already. John Punter will fulfil if Scott is unavailable.	Open
15	Development of Oman DROPS Library	Pool all of the many pieces of information that have been developed into a central resource.	Scott Murray	Shell	31-Dec-18		Start to consider how this may be achieved - with the main aim of sharing information as widely and as freely as possible. Limited progress so far so date extended.	Open
16	Contractor Members to DROPS Chapter Steering Group	The group agreed that we should activate the mechanism within the charter which requires two contractors per operator to be nominated.	John Punter	OXY	31-Dec-18		Names to be sent including current email addresses for at least two contractors per operator. Only PDO and OXY replied with names - we need to stimulate the group to get all attendees present and active again. Dr Ramesh to reach out to Orpic and Oman LNG plus other operators currently not involved.	Open
17	In Country Training	Following the rollout of the OPAL DROPS Standard there is a high demand for training. We need to devise a local strategy that is in line with DROPS Global expectations.	All	All	28-Feb-19		John Punter to contact Allen Smith to discuss options. Allen will come to Oman in February to run some courses - but the group are still keen to set up an accredited in country solution. To discuss further with Allen in February face to face.	Open
18								
19								

20								
21								