

1. Attendance

The Chairman, Alias Hj Mohd Yusof chaired the meeting with eleven members present. The attendance is as follows:

- Alias Hj Mohd Yusof - PU	- Chairman
- Hj Hussin Ali - PU	- Vice Chairman
- Hj Mohd Jaafar Bakar - BSP	- Secretary 1
- Hj Rozaly bin Hj Saidon - PU	- Secretary 2
- Hj Rani Hj.Md.Yusof- PU	- Treasurer 1
- Hj Kamaludin Hj Bungsu - BSP	- Treasurer 2
- Professor Jo Lambiase- UBD	- Committee Member
- Mohammed Khedidi -- Schlumberger	- Committee Member
- Yap Sin Fah	- Committee Member
- Pg Iskandar	- Committee Member
- Hj Jarneel Hj. Basheer- PU	- Committee Member

Apologies:

- Hj Zainal bin Hj Mohd Ali - BSP	- Vice Chairman
- Elyes Draoui - TFE	
- Pg Yasmin Pg Mohamad -BSM	- Committee Member
- Yap Kong Fah	- Committee Member
- Jean-Marc Ugolini - TFE	- Committee Member

2. Welcome and Introduction

The meeting started with the recitation of Surah Al-Fatihah. Mr Chairman Alias welcomed members to the meeting. This is the second committee meeting for the year.

On behalf of all committee members Secretary 1 congratulated Mr Chairman for being conferred the SNB by His Majesty Sultan and Yang DiPertuan Negara Brunei Darussalam. Mr Chairman thanks all members for the greeting.

3. Review of Previous Minutes and Action Points**3.1 Section Report**

- 3.1.1 Three titles out of the ten allocated for the Brunei Section were successfully held with good attendance by SPE members with the 3rd talk by Earl Whitney's being the best followed by the Don Towson's and Adrian Goodisman's.

Monday, Feb 11, 2002, 7:30 PM

Don Towson:

How Technology Has Unlocked A 160 Billion Cubic Metre Resource: The Oil Sands Of Alberta, Canada

Tuesday, Mar 12, 2002, 7:30 PM

Adrian Goodisman: Ideas to Help You Reduce Your Field Operating Costs

Monday, Apr 15, 2002, 7:30 PM

Earl Whitney: The Future of Computing in Exploration, Development, and Production

As for souvenirs, the lecturers appear to prefer receiving the "book" memento compared to usual souvenir presented before. Yap Sin Fah was congratulated for reviewing the lecture series.

Other lectures series planned are as follows (subject to changes) :

Sunday, Nov 03, 2002 11.30 a.m

Patrick McLellan : Better Well Design with Borehole Stability Analysis

Thursday, Jan 09, 2003 7:30 p.m

Stephen Begg : A New Approach to Evaluating Oil and Gas Investment Decisions

Thursday, March 13, 2003 7:30 p.m

David Walker : The Challenge of Deepwater

Action:

- The Secretary will issue a certificate of appreciation to sponsors of all three Distinguished Lecturers and future sponsors. Treasurer 2 proposed standard letter head – Secretary.
- Prof Lambiasi suggested to put the topic relevance detail on posters – Secretary.
- Secretary 1 to check possibility of organising forum involving Environmental Unit, Schlumberger and other relevant Department/sectors sometimes towards end of year before Ramadan.

3.1.2 Altogether there are about 80 SPE members currently in Brunei. A target of 100 members in 2002 is seen to be realistic with the required effort.

Action:

- Committee members to increase effort to recruit new members – all.

- Secretary 1 to pick-up with AAPG to check on possibility of AAPG members joining SPE Brunei Section without endorsement – Secretary 1.

3.2 Treasurer Report

- 3.2.1 Treasurer 2 reported good cash in from the three SPE nights. No major expenditure reported since the last meeting. Increase in value due to bank interests only.
- 3.2.2 It was suggested and agreed to conduct an internal audit on the SPE financial status. Two auditors, one from Petroleum Unit and one from FAU, BSP have been identified but yet to verify/audit. No further update was given.

Action:

- Treasurers to organise the financial audit sometimes in Q3 2002.
 - Treasurer 1 to check the need to submit audited account with the registrar of society.
- 3.2.3 In the last committee meeting, it was agreed to set aside B\$3000 for STEP. A visit was made to the STEP centre. Contribution such as SPE posters, CD-ROM, Petroleum handbook and library material as proposed are outstanding.

Action:

- To see any educational posters in BSP's to be contributed – Secretary 1.
- To check possibility of allocating budget : \$ 1500 for projects, \$ 500 for logos and posters.- Secretary.
- Schlumberger agreed to contribute some \$ 500 under SPE Brunei Section name.- Mohamed.
- To find clocks for contribution.- Hj Jameel.

3.3 SPE Evenings

- 3.1.3 Additional meeting programme such as distinguished lecture from local leaders and or Environmental Panel to be planned Q3 2002.

The current frequency of holding SPE Evenings was discussed and it was decided that it is currently rightly spaced.

Action:

- To engage appropriate parties and assess feasibility to organise one or two - Secretary.
- To find topics suitable not only to PE but also to others interested.- Secretaries.

- Look into collaborating with BeNA
- Look into improving the quality of lectures – Secretary/all.

3.4 SPE Workshops

- 3.4.1 The SPE ATW Workshop (*Optimising Field Development Using Novel Completions and SMART well technology*) from 4-7th Nov 2001 was well attended by participants from all over the world. The Chairman recorded a appreciation to the organising committee for their hard work and dedication in making it one of the best attended ATW's.

Action:

- Committees agreed to hold another ATW in 2003. Title to be decided.- all.

3.5 GASEX 2002

The Brunei SPE has put up a good display exhibit during the last GASEX 2002 at no cost. Secretary I and others involved were congratulated for this.

Action:

Closed.

4. AOB

- 4.1 The American Association of Petroleum Geologist (AAPG) has proposed to set up a Student Chapter at UBD. A series of Distinguish Lecture series will be run in 2002. Invitation to be extended to SPE members

Action:

To liase with the secretary to invite SPE members – Prof. Lambiase.