

DATE OF MEETING: 2nd September 2003

LOCATION: Woodside Energy Ltd-Central Park Perth

Minutes by: TS Lim

PRESENT

T.S. Lim (Secretary - Woodside Energy)
Jim Russell (Chair- Woodside Energy Ltd)
Allen Tighe (Seacove Systems)
Paul Davies
Paul Scali (Transfield Worley)
Dave Edge (Samson Controls)

APOLOGIES

Simon Hamblin (Woodside Energy)
Bill Ramsay (Emerson)
Nic Christodoulou (Murdoch University)
Syd Reed (Honeywell)
Mel Oliveri (CCI)
Brian van Bueren (Honeywell)
Kevin Barnes (MTL)
Jonathan Ellery (Yokogawa)

NON ATTENDEES

Scott Wilson (KROHNE/Smar)
Dough Hambour (ABB)
Josef Chudy (Endress & Hauser)
Robert McInness (Invensys)
Michele Dell'Acqua(KROHNE/Smar)
Sebastian Wood (Flowserve)
Duncan Turner (KJV)

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes proposed for acceptance as a true record by Allen and seconded by Paul.

2. CORRESPONDENCE

INCOMING: I Verhappen (EUAC), John Pittman (FF), Commonwealth Bank, Misc JA2003 correspondence

OUTGOING: NI Instruments, Box Hill TAFE, Misc JA2003 Correspondence

3. ACCOUNTS PAID/BALANCE

No account statement was presented for August.

Duncan to follow up on collection of outstanding \$200 dollars donation from vendors agreed to sponsor Jim's visit to PACEX.

4. WEB PAGE ON MAIN FF SITE

Nic was awarded IEAust Engineering Heroes Award for student category The award was in recognition of Nic effort in building FFEUC and JA2003 event web pages.

5. DONATED EQUIPMENT

Yokogawa to advise on status of their Stardom host system.

Syd to check with Brian on the feedback from management for the donation of Honeywell Experion host system to be used at CCI

Paul to follow up with WPC on the status of the replacement DVC.

Lim to send a 'thank you' letter to PR Electronics in appreciation of the donated temperature transmitters.

Allen requested NI to provide the latest NI software.

Mel to update asset register and include additional data such as hardware and DD revisions.

6. FIXED RIG

Alen has been assisting CCI in producing putting together survey form to assess WA industry's perception on embracing Foundation fieldbus.

CCI has agreed to produce a business plan to continue with the 'FF Centre of Excellence'.

7. PUBLICITY

Latest FFEUC newsletter was distributed ahead of the AGM.

Jim advised that he has forwarded an article for publication by a major Oil and Gas journal.

8. MEETINGS

No meeting planned in the immediate term.

9. JUMP ABOARD 2003

Lim reported that current registration is 43, 11 & 13 for Perth, Sydney and Melbourne respectively.

10. FF Essentials Course

Allen reported that he has received so far only 3 requests for the FF Essentials course in Sydney.

11. AGM

Lim to send notice of AGM to all members. AGM will commence at 6:00pm and followed by a cocktail function.

12. Committee Members Photos

Lim to forward the recent committee member photos to Jim.

13. Box Hill TAFE

Jim reported that a meeting was held with Jim Irwin and John Italiano of Box Hill TAFE. An outcome from the meeting was to hold a breakfast meeting in Melbourne to industry business managers in May. A technical presentation detailing the business case for fieldbus will be presented to the audience. Box Hill will then look at preparing a business plan based on the feedback from this business meeting. FFEUC will try to rally financial support from various FF vendors to host the breakfast meeting.

NEXT MEETING is on 29/10/03 at **7:15 am**. Venue: WOODSIDE ENERGY LTD CENTRAL PARK ST GEORGES TERRACE , PERTH (Go to 8th Floor and ask for Lim).