

MDIS ACTION REGISTER

No	Raised	Meeting raised	Action	Lead	Due	Status	Completed	Remarks / progress
105	12-Nov-14	SC TC	Agree next steps for object WG	JM KO	22-Feb-15	Open		12-Nov-14 KO presented proposal in SC, agreement from SC will be discussed in Obj WG and with larger group 06-Feb-2015 Ongoing - JM discussed in Obj WG TC, some work to do on defining super objects, implementation structures - some elements potentially moving towards 'recommended practice'
104	25-Sep-14	Post SC	Prepare presentation on goals of MDIS emphasising the need for simplicity	RM	05-Dec-14	Closed	09-Dec-14	12-Nov-14 SC went through presentation Obj WG need to add specifics 09-Dec-14 RM presented to group - no strong feedback received
103	25-Sep-14	VT WG	Send questionnaire to MDIS members regarding interop participation	RM	11-Oct-14	Closed	03-Oct-14	3-Oct-14 RM sent questionnaire 5-Nov-15 10 responses received chased up others
102	29-Aug-14	SC TC	Draft and agree document voting and approval process	RM	23-Sep-14	Closed	23-Sep-14	01-Sep-14 RM sent draft process to SC, to be discussed and agreed at Pre SC in Houston 23-Sep-14 to be revisited when voting is needed, decided that we do not require formal voting at this time
101	25-Jun-14	VT WG	Compile list of requirements for the interoperability test	VT WG	11-Dec-14	Closed	12-Mar-15	29-Aug-14 Comments - Looking at compliance, UA certification requirements, what the IOP test is trying to achieve, understand that these requirements are an important pre-requisite for the test procedure. 23-Sep-14 Draft test guideline should be available after December meeting 10-Dec-14 Test procedures progressing, document will be available for review ahead of Houston Feb meeting 06-Feb-15 Ongoing document being reviewed in teleconferences should be available after TC on 12-Feb-2015 for whole group review 27-Feb-15 Whole group reviewed document during face to face meeting 12-Mar-15 Final version of document posted to SharePoint
100	25-Jun-14	Post SC	Confirm if the hotel in Amsterdam is a suitable venue for the interoperability test	RM	09-Dec-14	Closed	21-Jan-15	Hotel is suitable, room booked Mon to Thurs. SC to confirm how long we need the room for. 14-Nov-14 Reopened to confirm power meets requirements following the IOP test 10-Dec-14 Power requirements are approximately 80 amps, check this with hotel 21-Jan-15 Spoke with technician at the hotel who confirm he was able to supply 100 amps of power
99	25-Jun-14	Post SC	Produce flyer / two pager / promotional document detailing IOP test and MDIS progress	SC	31-Dec-14	Open		27-Aug-2014 RM made a start send to SC discuss in Houston 23-Sep-14 Agreed in SC that flyer will be sent to wider group for comments - changed close date to end of year 08-Dec-2014 RM emailed MDIS members asking for input 06-Feb-2015 RM discussed with marketing and other network managers, they think the best approach is to write an article for industry publications to generate interest, this is free publicity whereas a flyer will be quite expensive to publish, If SC agree RM can draft this article before Feb meeting for approval, Sally looking into cut off dates for editorial submission, RM can then do a subsequent article following the IOP test 27-Feb-15 Article presented to steering committee for comments
98	25-Jun-14	Post SC	Approach operators and request that they approach vendors directly and ask for timelines regarding OPC UA implementation in their products.	CM, SR	24-Sep-14	Closed	23-Sep-14	27-Jun-2014 - CM sent email to operators, awaiting feedback. SR contacted BP - awaiting feedback Close out in pre SC meeting Craig provided feedback in the SC contacted vendors to get answers as did other operators, general feeling is that MDIS is being discussed more within the wider industry outside of the group.
97	25-Jun-14	Post SC	RM to update schedule - more granular and focus on upcoming milestones, discuss with WG leaders.	RM	01-Sep-14	Closed	23-Sep-14	27-Aug-2014 draft completed - to be discussed 29-Aug-2014 draft accepted for inclusion in workpack 23-Sep-14 - current schedule is agreeable, RM will continue to update as necessary after the meeting
96	26-Feb-14	Post SC	RM to follow up with operators who haven't attended for a while to get their feedback as to why they have not been participating. Questionnaire to be sent to operators regarding MDIS participation	RM	30-Mar-14	Closed	27-Jun-14	Did not receive feedback from all the operators, have feedback from BP and Total. Operators will be contacted regarding driving MDIS forward, committing to project implementation. Closed at June 2014 meeting and replaced with action 98.

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95	26-Feb-14	Post SC	RM to feedback comments regarding 2015 venues	RM	14-Mar-14	Closed	28-Feb-14	Feedback recorded and venues will be voted by steering committees
94	26-Feb-14	VT WG	Issue survey to confirm participation of MCS and DCS vendors in the first interoperability test	VN / RM	23-Jun-14	Closed	20-Jun-14	Survey sent 04/06/14 - leave open until response deadline 20/06/14 20/06/2014 - Agreed date for IOP to be June 2014, participation: 6 DCS and 6 Subsea systems
93	24-Feb-14	Pre SC	Enforce fee for additional members to attend	RM	30-Mar-14	Closed	31-Mar-14	Members informed of 300 GBP fee for additional attendees
92	11-Dec-13	Post SC	Present 'phased' release of MDIS at February MDIS meeting	RM	26-Feb-14	Closed	24-Feb-14	This will be discussed in the SC at the Houston meeting, KG to prepare brief discussion points 24 Feb - action closed as concept isn't feasible
91	11-Dec-13	Post SC	Upload RP contents list from previous meeting to SharePoint	JM	24-Feb-14	Closed	24-Feb-14	7 Feb RM to follow up with JM 24 Feb JM uploaded
90	11-Dec-13	VT WG	Invite members (particularly operators) to offer their input to redundancy handling within MDIS, e.g. How is redundancy currently managed and why	RM	25-Feb-14	Closed	25-Feb-14	CM prepared presentation for Houston meeting added to the agenda 25 Feb - CM presented. Action closed in VT WG
89	25-Sep-13	Post SC	Revise schedule based on OBJ WG and VT WG inputs	RM	29/02/2014	Closed	27-Jun-14	To be revisited in Houston. Must be agreed at this meeting. 26 Feb - RM to update schedule and send to steering committee for review. 10 Mar - RM sent to SC Some comments received but still under discussion 27 Jun - Closed and replaced with action 97
88	25-Sep-13	Post SC	Propose versioning standard for MDIS website and SharePoint	RH	01-Dec-13	Closed	23-Sep-14	24-Feb-2014 - RH presented proposed document 26-Feb-2014 Feb - steering committee to review by 30/03/2014 and send comments to RH to update document 23-Jun-2014 - Document updated, review by SC 29-Aug-2014 - Possible to do with OTM website transition WG responsible person to rename documents. 23-Sep-14 - Will be dealt with through website transition, most documents will be archived, do not need renaming. Master Document Register exists, will be updated as per workgroup documents
87	25-Sep-13	Post SC	Present lessons learnt from SIIS and WIS regarding compliance to standard	AD	25-Jun-14	On Hold		07-Feb-2014 AD to follow up with IK. IK will present at the Hague meeting, deadline extended to then 23-Jun-2014 - RM to follow up with IK about this. 29-Aug-2014 RM to follow up with IK regarding houston meeting 01-Sep-2014 RM sent email to IK 06-Feb-2015 - Revisit after IOP test
86	25-Sep-13	Post SC	Ask SIIS steering committee if test specifications and procedures can be made available for MDIS members	VN	01-Dec-13	Closed	27-Sep-13	Raised at SIIS SC on 25-Sep-13. VN uploaded documents SharePoint under Validation Test > Validation test input
85	25-Sep-13	Post SC	Subsea vendor steering committee seat to be voted for by subsea vendors before next SC meeting.	OTM	01-Nov-13	Closed	28-Oct-10	Voting concluded John Murray was voted to the SC
84	5-Jun-13	Post SC	Comment form to be revised	VN	23-Sep-13	Closed	23-Sep-13	Agreed in pre SC in Boston. Uploaded to SharePoint
83	5-Jun-13	Post SC	CM to circulate straw man amongst SC. OTM to circulate draft policy to members on 30-day circulation	CM/OTM	01-Sep-13	Closed	19-Jul-13	Proposal circulated 17-Jun-13 Comments collected, currently with JM
82	5-Jun-13	Post SC	Update to meeting format/ work pack - Include MDIS Charter in workpacks - Other network updates to be included at main meetings (e.g. SEAFOM, SWIG and SIIS) - Revert to 2-day main meetings as standard - Provide electronic versions of the MDIS schedule	OTM	24-Sep-13	Closed	25-Sep-13	Closed at Boston meeting
81	3-Jun-13	Pre-SC	Review of Obj WG actions in light of OPC UA protocol and change of WG lead	SCM/JM	01-Jul-13	Closed	31-Jul-13	Closed out in SC TC as the actions are covered in the Obj WG action register
80	5-Jun-13	Post SC	Consideration of RP document handling and outline document to be drafted	JM	TBC	Closed		31/07/2013 - incorporated action 42. 7th Feb item still open as it has not been agreed what the format of the RP will be. 06-Feb-2015 - suggest to SC that this action is closed, after the IOP test in June we will know more about the MDIS next steps and be able to reassess when/ how the RP will be compiled
79	27-Feb-12	Post-SC	Draft MDIS nomenclature list for comment and compare with OPC UA nomenclature	SR	30-Mar-13	Closed	25-Apr-13	Issued, no comments received. Document to be included in workpack alongside the Architectures document
78	27-Feb-12	OB WG	Review of object list	JM	24-Apr-13	Closed	31-Jul-13	Closed out in SC TC as the action is covered in the Obj WG action register
77	27-Feb-12	OB WG	Develop companion specifications for three main objects (valve, choke and instrument) and the interface specification	JM	24-Apr-13	Closed	31-Jul-13	Closed out in SC TC as the action is covered in the Obj WG action register
76	27-Feb-12	PT WG	Organise Monday 3 Jun 'show and tell' session in Dublin	OTM	24-Apr-13	Closed	3-Jun-13	
75	27-Feb-12	PT WG	Organise software prototyping at OPC event 14-15 May in Amsterdam	Cameron/ Yokogawa/ Siemens and OPC	24-Apr-13	Closed	15-May-13	OTM to confirm attendance and distribute details to members, also org 20/3 and 24/4 status meetings Cameron and Yokogawa to confirm arrangements and venue.