

## API Greenhouse Gas Emissions Working Group Compendium Review Meeting

Shell Westhollow Technology Center (WTC), EC building

Highway 6 South, Houston, Texas

22-23 October 2008

Time	Discussion Topic	Lead Person
<b>22 October 2008</b>		
08:30 – 08:45	Welcome: meeting organization, goals and objectives	K. Ritter, API
08:45 – 09:00	Integrated approach to industry guidelines and tools: Methodology Compendium, Reporting Guidelines	J. Keating, BP
09:00 – 09:40	Uncertainty considerations & options for integration	M. Lev-On, LOG
	<b>COFFEE BREAK</b>	
10:00 – 11:45	Overview of main Compendium Revisions: Sections 4,5,6,7	T. Shires, URS
	<b>LUNCH</b>	
13:00 – 17:00	Breakout groups: discuss outstanding issues and revisions of applicable subsections (1) Upstream/Midstream, (2) Downstream	(1) T. Shires, URS; M. Lev-On, LOG (2) C. Loughran, URS; J. Keating, BP
<b>23 October 2008</b>		
08:30 – 09:40	Downstream issues resolutions: <i>Direct Emissions</i> (Chapters 4, 5, 6)	C. Loughran, URS
09:40 – 10:10	Chapter 7 resolutions: <i>Indirect emissions</i> and GHG allocation among streams for Downstream & Upstream (Chapter 7)	J. Keating, BP
	<b>COFFEE BREAK</b>	
10:30 – 12:00	Upstream issues resolutions: <i>Direct Emissions</i> (Chapters 4, 5, 6)	T. Shires, URS
	<b>LUNCH</b>	
13:00 – 13:30	Agreement on Case Studies: Chapter 8	S. Jones, URS
13:30 – 14:00	GHG Uncertainty: resolution on Compendium integration and Guidelines	M. Lev-On, LOG
14:00 – 14:30	Recommendations for the Reporting Guidelines Revisions	T. Hochhalter, EM
14:30 – 15:15	Data gaps, and unresolved issues	C. Loughran, URS
15:15 – 16:00	Summary of action items and next steps	K. Ritter, API