

Minutes of a meeting of the Association’s IMCA Offshore Survey Committee, held on 3 July 2024 from 09:00 BST Online.

1 Competition law compliance policy

The IMCA Competition Law Compliance Policy, which had been circulated with the meeting agenda, was drawn to the attention of all present.

2 Welcome and apologies for absence

Roger welcomed the below committee to the meeting and read the competition law.

Formal apologies for absence had been received and recorded below

First	Last	Company	Position	Email	26/03/24	10/01/24	3/7/24	2/10/24
Mike	Clark	Subsea 7	Chair	Mike.Clark@Subsea7.com	Yes	Yes	Yes	
Dave	Matthews	TechnipFMC	Vice-Chair	dave.matthews@technipfmc.com	Yes	Apol	Yes	
Gordon	Brown	Andrews		gordon.brown@andrewssurvey.com	Yes	Yes	Yes	
John	Chatten	Fugro	SA representative	john.chatten@fugro.com	Yes	Yes	Yes	
Ian	Ellis	3D at Depth		ian.ellis@3datdepth.com	Yes	N/A	Apol	
Tristan	Fleury	Saipem		Tristan.Fleury@saipem.com	N/A	N/A	Yes	
Scott	Howden	DOF ASA		Scott.Howden@dof.com	Yes	Yes	Yes	
Paul	Mcbride	Fugro		p.mcbride@fugro.com	Yes	Yes	Apol	
Kate	McCubbin	Oceaneering International		kmccubbin@oceaneering.com	N/A	N/A	Yes	
Julian	Nelson	Oceanscan	C&T representative	julian.nelson@oceanscan.co.uk	Yes	Apol	Yes	
Arnold	Niessen	Boskalis		arnold.niessen@boskalis.com	Yes	Yes	Yes	
Michiel	Van de Munt	Allseas		mvm@allseas.com	Apol	Yes	Yes	
Simon	Waterfield	Sonardyne		Simon.Waterfield@sonardyne.com	N/A	N/A	Yes	
Roger	Moore	IMCA	Technical Adviser	Roger.moore@imca-int.com	Yes	Yes	Yes	
Additional Attendies								
Jim	Cullen	IMCA	Technical Director	jim.cullen@imca-int.com			Yes	

3 Minutes of the previous meeting

3.1 Approval of the minutes

The minutes were agreed and would be signed as an accurate record by the Chair.

3.2 Matters arising from minutes not covered by the agenda

Nothing was raised at the meeting.

4 IMCA Updates

4.1 Operations Committee

presented by Mike, showing New Chairman, new posts for Bill Chilton, Lee Bellingham and a run through as per slide pack.

4.2 Regional Committee's

Regional SA: Presented by John Chatten, next meeting in September in Brazil

Regional NA: Nothing to report

Regional APAC: Nothing to report

Regional ME&I: Nothing to report

4.3 Divisional Committee

Update from Julian was read out:

- C018 (Basic Offshore safety training) will now be pushed forward with a WG formulating question sets and Values
- Competence framework C016 & C007 removed and replaced with C001, looking to simplify preamble and remove any wording that's replicated in all documents going forward.
- C005 Rov supervisor competencies to be finalized and moved to publication soon.

Julian has now also been co-opted to Survey committee by unanimous vote and is being reappointed as our representative on C&T committee

WG for Subsea inspection competencies to be formed, Person's volunteering was Julian Nelson, Mike Clark, Mark Ross(N-Sea), discussion to be had where this sits within IMCA part of C002,3,4,5 or as a stand alone component.

Marine Division: Supplied by Richard Purser, New DP1 Guidance being developed, Revision of M166 has been Published, Donation to Jasons beacon and also asked if we can spread word around members companies, please to help make carrying a personal location beacon common place in the industry

ROV: Nothing much to add from last meeting, R006 and R009 work groups tasked with document revision. Elections will be starting August 8th and a suggestion to advertise more to gain greater diversity within the committee.

Diving: Nothing at this time.

Other body updates:

- IOGP-No Updates
- IMO-No Updates
- Fig-No Updates
- Hydrographic society -Kate reported meeting to be had in Aberdeen 27th August followed by Summer social event, Survey to be put out to see what members want going forward, Kate mentioned the Hydrographic Society accreditation scheme (HPAS) Format has been agreed but not much movement.

5 Committee Objectives 2024

Committee Dashboards are now active and viewable by committee Chairs as well as BOD and TA,s to be regularly updated with progress.

Action: INFO ONLY

6 Workgroup Updates

6.1 IMCA S003 Multibeam echosounders:

No progress since last meeting, move end date to end Q4

Action: Gordon Brown

6.2 IMCA S006 Inter vessel Survey Data

Question raised about inclusion of radio telemetry. It was clarified that the purpose of the document was to provide a standard telegram for implementation by software developers and that the method of transmission was not a subject for this document. No further comments to the document and approved as is for use.

6.3 IMCA S011 AUV Guidance (Combined with ROV):

ROV committee have completed IMCA R004 and will move on to S011 after R006, on hold until ROV completes R006 ROV Audit document.

Action: Ian Ellis

6.4 IMCA S013 Deepwater Positioning:

No progress since last meeting. Proposed that completion date is revised. MvM proposed to have an initial draft on the IMCA SharePoint site for committee review and feedback by end July

Action: Michiel Van De Munt (MvM)

6.5 IMCA S017 Guidance on vessel USBL systems for use in offshore survey, positioning, and DP operations

No change to previous update. Document has been reviewed and minor updates are required from Torsten Marten & Mike Clark.

Action: Mike Clark / Torsten Marten

6.6 IMCA S019- Guidance on Subsea Metrology-

Editing team has been formed led by Scott. Scott discussed formalising the definition of Subsea Metrology in the document introduction in order to bring clarity to the purpose and scope of the document. Further discussed that the document would remain focussed on the measurements required for spool piece metrology and would not look to address wider subject of subsea measurement.

Action: Scott Howden

6.7 IMCA S025- Guidelines for the shared use of sensors for ROV and survey purposes

Committee discussed various minor comments raised on the document. Main topic of discussion was centred on the removal of the ROV from vessel to perform calibrations with the ROV on quayside. This was not considered as standard practice and therefore should be removed. Also discussed inclusion of cross-references to other IMCA documents that have no material benefit

to the reader in understanding or applying the guidance. Decision made to remove superfluous cross-references.

Michiel and Mike to revise wording in 3.1, 3.1.1, 3.2, 4.4, 6.2. Roger to remove cross references where not needed. (R004, R006, S006)..

Action: Mike Clark/Roger/Committee

6.8 IMCA S026 Guidelines on Out of Straightness Survey

Minimal comments from the committee to the existing revision of the document. Committee agreed to amend text in section 1 to clarify that Vertical OOS may be carried out on surface laid pipelines prior trenching/rock dumping to identify discrete areas for mitigation activity. Torsten Marten advised that he intended to review the document and make comments. Torsten also raised a point that a Party Chief had provided feedback on the document previously and that it may not be an accurate reflection on actual practice offshore. Torsten to check if Party Chief available to provide further feedback.

Action: Mike Clark / Torsten Marten

6.9 New Documents: IMCA S0XX– LBL Array Planning and Network Adjustments

No further updates, proceed with the planned document.

Action: Mike Clark

6.10 New Document: S0XX-Heavy lift positioning support for shallow water operations

Michiel & Arnold presented to committee on ToR and ToC for proposed new document. Documents to be sent to Roger so they can be placed in the Document review portal. Michiel requested additional support from the committee member companies in developing the document, Mike proposed to allocate a resources from subsea7 (Darren White). Additional support from seaway7 engineering team could be brought in as the document develops

Action: Michiel Van De Munt / Arnold Niessen / Mike Clark

7 IMCA Events

A list of upcoming events is below, and if any member knows of specific survey events, then these dates and locations to be sent to Roger so he can advertise and distribute to the other members.

- ONS 2024, 26th-29th August 2024, Stavanger, Norway
- SA Regional Meeting 4th September Rio Brazil
- Lifting and Rigging 12th September 20024 Amsterdam
- Asia Pacific Regional-9th October 2024 KL
- NA Regional Meeting 15th October 2024 Houston Tx
- Underwater Ship Husbandry 10th October 2024 Singapore
- Offshore Energy 24 26th-27th Nov Amsterdam
- Global Summit 3rd-4th December 2024 Utrecht NL

Registration now open at: www.imca-int.com/events

8 AOB

Attendance at the IMCA Global Summit in Utrecht in December was discussed with the committee. Roger advised that committee were encouraged to hold any planned Q4 meetings at the event to maximise attendance. There is no planned committee meeting in December with the closest planned meeting in January 2025. It was discussed if the January meeting should be moved forward to December. Michiel & Arnold advised that they would be able to attend a committee meeting in Utrecht and John Chatten advised that he would be attending the summit. Other committee members were unable to confirm availability to attend in person at this point. Dave Matthews raised a point that it was hard to get approval to travel to events unless the agenda has specific value to the relevant budget holder. Past seminars have included technical workshops from specific discipline areas / committees that have made attendance more valuable to member companies. Mike requested that the agenda be made available so that members can make an informed decision on the relevance of the summit to their particular company and/or role. Members were asked to feedback on whether they would be likely to attend the event in person or not.


Action: Mike Clark / Roger Moore

9 Summary of action items

Action	Responsible	Target
IMCA S003 Multibeam echosounders Review	Gordon Brown	End Q4
IMCA S011 AUV Guidance Review	Ian Ellis	End Q4
IMCA S013 Deepwater Positioning:	Michiel Van De Munt	Sept 24
IMCA S017 Guidance on vessel USBL systems	Mike Clark	Aug 24
IMCA S019- Guidance on Subsea Metrology-	Scott Howden	Dec 24
IMCA S025- Guidelines for the shared use of sensors	Mike Clark	Jul 24
LBL Array Planning and Network Adjustments	Mike Clark	Mar 25
Heavy lift positioning support for shallow water operations	Mike Clark	Q1 25
Issue agenda for Global Summit to committee members	Roger Moore	Oct 24
Members to advise availability to attend Global Summit	All	Oct 24

10 Date and location of next meetings

October Wed 2nd 13:00-16:00 Location TBC (Mike opened floor for hosting suggestions, Possibly Technip or DOF depending on numbers)

	Michael Clark	14/10/24
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Signed as a true record

Name

Date





IMCA Offshore Survey Committee

Final Audit Report

2024-10-14

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