

# Operators responses

6.1.8 Are specific warning notices posted to safeguard against the accidental opening of the overboard discharge valve from the oily water separator?

Y  N NS NA

*Inspector Observations: No warning signage in place at discharge valve location*

Initial Operator Comments: This is not a regulatory requirement and should be a N/A not a No!

5.7.10 Does the vessel/unit have a system in place for the quarantine of damaged or uncertified lifting equipment?

Y  N NS NA

*Inspector Observations: No system in place.*

Initial Operator Comments: Yes.

# Operators responses – compare and contrast

5.6.18 Are all spaces that are classed as 'enclosed spaces' identified and clearly marked.

Y  N NS NA

**Inspector Observations:** Enclosed spaces are not clearly marked

Initial Operator Comments: [REDACTED] strongly disagree with this statement / requirement. It seems to imply that all enclosed spaces should be marked up and we feel that it is totally unnecessary to mark up enclosed spaces such as fuel / water tanks that are not easily accessed as we feel that this leads to personnel then ignoring the signs. [REDACTED] has a policy of identifying and marking all enclosed / dangerous spaces that can easily be accessed by personnel.

---

5.6.18 Are all spaces that are classed as 'enclosed spaces' identified and clearly marked.

Y  N NS NA

**Inspector Observations:** Not all of the areas identified as 'enclosed spaces' are marked clearly.

Initial Operator Comments: The Company is working on a standardization of identifying and marking of enclosed spaces, we acknowledge this observation and are at the moment taking proper action to implement above into our procedure system. Please see our procedure from our management for "Permit to work" and "Entering enclosed or confined Spaces". [REDACTED]

---

*Attachment: Entering ENclose or Confined Spaces - 1133 - uncontrolled copy.pdf*

*Attachment: Risk Management - General 9999 - uncontrolled copy.pdf*



# Operators responses – note the change in tone

---

15.1.9 Have recommendations from the DP trial report been addressed and closed out as required?

Y  N NS NA

*Inspector Observations: There is no record that the five level two recommendations have been closed out.*

Initial Operator Comments: We acknowledge this observation as vessel is not in compliances with Company procedure for reporting of recommendations made in connection with annual DP trail. Vessel will be requested to create a CAP for action plan and root cause removal. [REDACTED]

# Operators responses – note attachments

11.3.21 Are machinery spaces and steering compartments clean and free from obvious leaks and is the overall standard of housekeeping and fabric maintenance satisfactory?

Y  N NS NA

**Inspector Observations:** Oil stained deck noted around the oil cargo pump and deck store on the port side cargo area.

**Initial Operator Comments:** The vessel has reported that this issue has been handled onboard and provided evidence to [REDACTED]. This issue has been addressed with vessel's management in connection with onboard management meeting between technical superintendents in order to improve housekeeping awareness!

[REDACTED]

---

*Attachment: FO Tx Pp I.PDF*

*Attachment: FO Tx Pp II.PDF*

*Attachment: FO Tx Pp III.PDF*

*Attachment: FO Tx Pp IV.PDF*



# Operator comments – note initial & further comments

5.6.5 Are the period of validity and requirements for revalidation specified on the permit?

Y  N NS NA

*Inspector Observations: Re-validation requirements are not stated*

*Other Inspector Comments: Period of validity is stated on permit*

Initial Operator Comments: Operators comment:

SMS Permit to work form will be upgraded: max validity is 12h, no re-validation, but new permit can be issued only until 28. FEB 2011

Further Operator Comments: Permission to work forms adequately updated and in use since 01.03.2011

5.6.6 Do personnel receive formal training in the use of the PTW system?

Y  N NS NA

*Inspector Observations: There is no formal training in the use of PTW system*

Initial Operator Comments: Operators comment: Formal training will be implemented into SMS until 31. MAR 2011

Further Operator Comments: Training process inserted in S08 Training form, Permission to work training Matrix created and in use since 01.03.2011

# What inspectors should not be doing

- Being inconsistent with answers:

The inspector and the report are devalued when either reviewers in the Oil Company or the vessel operators get a “no” observation on one issue then a “yes” comment on an associated question, or cases where questions were answered “yes” with additional comments that were opposite in intent.

Example:

Selecting “N/A” to evidence of training contractors in the content of vessel SMS, and commenting vessels own personnel do repairs and maintenance.

Then the next question about evidence of contractors being familiarised with vessel emergency procedures has “Yes” selected and “as part of the JSA” for comment.

# What inspectors should not be doing

- Answering “Yes” and then adding comment that indicates that “Yes” is not entirely correct, or the comment doesn’t even address the question.
- Putting in “leading” comments such as “this is not a requirement” or “this is not a normal practice”.  
This tends to lead the vessel operator into making such a response, rather than actively explaining or justifying their operational practice.
- Putting in unnecessary comments such as “The vessel has several kits around the vessel” to question 5.2.5 “Are first aid kits readily available and subjected to regular inspection to confirm their contents”.

# What inspectors should not be doing

- Putting “Not Seen” or “Not Applicable” when a “No” answer is more appropriate.

Examples include:

No chart corrections done, inspector had put “not seen”.

DP1 Vessel FMEA never done, inspector had put “not applicable”.

1.1.14 Is an up to date OCIMF OVPQ available on board? (NS)

*Inspector Observations: Not completed by operator*

2.2.4 Is a recent operator's audit report available and is a close-out system in place for dealing with non-conformities? (NS)

*Inspector Observations: There were NC reports available which had been raised during the last operators audit but the audit was not available.*



# What inspectors should not be doing

- Telling ship staff what they should be doing, or making recommendations for changes on board.  
Such actions are not part of the OVID process.
- Confrontations or arguments with ship staff over inspection issues.

This still happens occasionally, sometimes an inspector is annoyed by the crew's poor attitude and loses patience; Sometimes the crew or master is confrontational.

In the latter case, the inspector may contact the submitting company for guidance on whether to continue or terminate the inspection.

# What inspectors should be doing

- Answering the question, as it is written, or as the guidance notes suggest. Not interpreting or aligning answer with local practice.
- Using knowledge and professionalism to identify good or poor controls, practices, procedures, and of course false data. Indicating actual state of affairs with non-judgemental observations and positive comments
- Observations should always accompany a “No” selection
- Comments can be written to provide explanatory information for the Oil Company, such as explaining why a NA has been selected
- If unable to get a suitable answer from ship staff after a few minutes, the question should be answered “No” and explanation put in the Observation. Vessel Operator can then find out why and explain in Operator responses.



# What inspectors should be doing

- At the end of the inspection, discussing with the Captain each Observation and any other negative comments to ensure that there is no misunderstanding over what was said.
- Observations should not normally be changed at this point (unless a genuine error of understanding over the question has occurred) but a positive comment may be added if something has been corrected or made safe – even if fixed whilst inspector is on board, the observation still remains.
- Comments, particularly positive ones can show a vessel operator in a good light, but should only be made when they add value to the report.

# Inspector observations – suggestions should not be given

3.2.4 Are the marine crew members appropriately qualified for the operations and equipment on board? Y  N NS NA

*Inspector Observations: Training should be provided for bridge officers.*

*Other Inspector Comments: Only the Master has a full DP operators certificate.*

*Initial Operator Comments: As vessel is only DP1 DPO's will not be able to obtain Full DP cert. Only a limited.*

Full cert requires a minimum of 2 months time on a DP2 vessel.

All Navigators hold both DP induction and Simulator course

Further to this C/O hold the DP limited cert.

This have to disagree inspectors comments.

# Inspector observations – suggestions should not be given

4.1.17	<p>Was a comprehensive passage plan available for the previous voyage and did it cover the full voyage from berth to berth utilising appropriate charts and publications?</p> <p><b>Inspector Observations:</b> The passage planning on the vessel should be reviewed against the Bridge procedures guide.</p> <p><i>Other Inspector Comments:</i> Passage plan was not berth to berth. There were several plans on one chart. Position monitored by 2 hour gaps.</p> <p>Initial Operator Comments: Failure to follow company procedure ID-no 1363: "Passage plan format" and I-forms 2 ID-no 203 "Checklist - Passage Plan". Will be included in CAP (corrective action process) and corrective action and root cause removal will be initiated. /GWB</p> <p>Corrective action to be initiated and expected to be implemented immediately.</p> <p>Company HSE inspector to verify on next visit.</p> <p>/NTM</p>	Y	<input checked="" type="radio"/> N	NS	NA
4.1.18	<p>Is the echo sounder recorder marked with a reference date and time on each occasion it is switched on?</p> <p><b>Inspector Observations:</b> Sounder to be repaired</p> <p><i>Other Inspector Comments:</i> Paper sounder is turned on before arrival in port and date and time recorded on the tracer paper. Sounder is to be repaired.</p> <p>Initial Operator Comments: The Ecosounder has been repaired. /NTM</p>	Y	<input checked="" type="radio"/> N	NS	NA
4.1.19	<p>Are the factors necessary to identify a safe waiting position defined in the vessel/unit's operating manual?</p> <p><b>Inspector Observations:</b> Area should be assessed and added to passage plan.</p> <p><i>Other Inspector Comments:</i> Safe waiting areas not marked on chart.</p> <p>Initial Operator Comments: We can find no rules and regulations covering this for offshore support vessels. We are aware that this exist for tanker, however given the fact that [REDACTED] has very different manoeuvring Characteristics, we do not find this to be necessary.</p> <p>/NTM</p>	Y	<input checked="" type="radio"/> N	NS	NA
4.1.21	<p>During pilotage, was the position of the vessel/unit adequately monitored?</p> <p><b>Inspector Observations:</b> Navigation should be reviewed against The Bridge Procedures Guide.</p> <p><i>Other Inspector Comments:</i> No pilot required. Position on chart was been marked at 2 hour intervals. No other method of fixing, aside from GPS was used.</p>	Y	<input checked="" type="radio"/> N	NS	NA

# Inspector observations – suggestions should not be given

8.7.3	Does the vessel maintain a towing log in accordance with IMO guidelines? <b>Inspector Observations:</b> If the vessel is engaged in towing operations, a log should be used and maintained onboard. <i>Other Inspector Comments:</i> None available but vessel reports doing very little towing. Initial Operator Comments: ATL Response-At this time very little towing is done by the vessel(s).All pertinent details regarding the Towing Operation are recorded in the Deck Log Book.	Y	<input checked="" type="radio"/> N	NS	NA
8.7.5	Does the vessel have a contingency plans in place that address towing and pushing activities? <b>Inspector Observations:</b> If the vessel is engaged in towing operations, contingency plans should be in place. <i>Other Inspector Comments:</i> None available but vessel reports doing very little towing. Initial Operator Comments: ATL Response-ATL OSV's do not perform any pushing operations.Internal procedures are being reviewed and will be updated as required.This will be done by Sept 30 2010 Further Operator Comments: This information is now found in the Offshore Supply Vessel operation manual.	Y	<input checked="" type="radio"/> N	NS	NA
8.7.13	Are emergency release systems regularly tested and records maintained? <b>Inspector Observations:</b> Records should be maintained. <i>Other Inspector Comments:</i> Can not be tested under load. Initial Operator Comments: ATL Response-All emergency releases are contained in our Maintenance System(NS5).These are tested in accordance with the Manufacturers prescribed schedule.	Y	<input checked="" type="radio"/> N	NS	NA
8.7.14	If towline is not provided with quick release capability, does the vessel have cutting gear readily available? <b>Inspector Observations:</b> Cutting the tow line cannot be considered a safe option. <i>Other Inspector Comments:</i> No cutting gear is available. Initial Operator Comments: ATL Response-All atl OSV's are equipped with quick release systems on their winch systems.All ATL OSV's are outfitted with gas cutting gear.This is located on the Main Deck in it's own locker and is available to be used in an emergency to cut the the tow wire in an emergency if required.	Y	<input checked="" type="radio"/> N	NS	NA
8.7.15	Is the use of synthetic shock lines a normal operational procedure? <b>Inspector Observations:</b> The vessels procedures should consider use of shock lines. <i>Other Inspector Comments:</i> Not used. Initial Operator Comments: ATL Response-Towing Springs are not carried on any ATL OSV's at this time.	Y	<input checked="" type="radio"/> N	NS	NA

# Inspector observations – incorrect use of ‘N’ answer

General			
15.1.1	Does the vessel have on board a copy of the most recent FMEA ? <i>Inspector Observations: Vessel is DP1</i> <i>Other Inspector Comments: There is no requirement for FMEA</i> <i>Further Operator Comments: There is no requirement for a FMEA as te vessel is DP1</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.2	If the DP system is not classed, has the FMEA been assessed against IMO MSC.Circ 645?	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input checked="" type="checkbox"/> NA
15.1.3	Do the failure modes meet IMO MSC Circ.645 with 'fail as set, or fail to zero'? <i>Inspector Observations: Vessel is DP1</i> <i>Other Inspector Comments: There is no requirement for FMEA</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.4	Is the FMEA less than 5 years old? <i>Inspector Observations: Vessel is DP1 therefore no requirement for FMEA</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.5	Is a record of proving trials available on board? <i>Inspector Observations: Vessel has no FMEa and consequently no annual DP trial program</i> <i>Further Operator Comments: No requirement</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.6	Have the recommendations (if any) from the proving trials been addressed? <i>Inspector Observations: Vessel has no FMEa and consequently no annual DP trial program</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.7	Does the vessel/unit have on board a copy of the most recent DP trial report? <i>Inspector Observations: Vessel has no FMEA</i> <i>Other Inspector Comments: No annual FMEA proving trials</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.8	Are the annual DP trials scheduled within a year +/- 3 months of the anniversary date? <i>Inspector Observations: Vessel has no FMEA and consequently no annual DP trial program</i> <i>Other Inspector Comments: Non scheduled</i> <i>Further Operator Comments: No requirement</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.9	Have recommendations from the DP trial report been addressed and closed out as required? <i>Inspector Observations: Vessel has no FMEa and consequently no annual DP trial program</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA
15.1.10	Have all personnel involved in DP operations read and understood the FME(C)A? <i>Inspector Observations: Vessel is DP1 so has no FMEA</i>	Y	<input type="checkbox"/> N <input type="checkbox"/> NS <input type="checkbox"/> NA

# Incorrect use of 'NS'

14.2.3	Are procedures in place for checking helideck, net tension, and inspecting helideck for debris prior to aircraft arriving? <i>Inspector Observations: The vessel did not routinely engage in helicopter operations. Other Inspector Comments: Not applicable Initial Operator Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
14.2.4	Are procedures in place for controlling passenger access/egress at helideck? <i>Inspector Observations: The vessel did not routinely engage in helicopter operations. Other Inspector Comments: Not applicable Initial Operator Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
<b>Crew training</b>					
14.3.1	Are formally qualified Helicopter Landing Officers (HLOs) available on board as required? <i>Other Inspector Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
14.3.2	Are formally qualified Helideck Assistants (HDAs) available on board as required? <i>Other Inspector Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
14.3.3	Are all heli-ops radio users trained and appropriately certificated? <i>Other Inspector Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
14.3.4	Is pitch, roll, heave and weather data collated by trained and experienced personnel? <i>Other Inspector Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
<b>Emergency response</b>					
14.4.1	Is the vessel/unit equipped with dedicated airband transceivers?				
14.4.2	Does the vessel/unit have dedicated flight following/watch personnel? <i>Other Inspector Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
14.4.3	Is the vessel/unit fitted with appropriate navigation beacons? <i>Other Inspector Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA
14.4.4	Is the helideck firefighting and emergency equipment in good order and available for immediate use? <i>Other Inspector Comments: Not applicable</i>	Y	N	<input type="checkbox"/> NS	NA

# Inspector observations – issue rectified during inspection

8.8.18 Are safe areas beyond the crash barriers clear of obstructions and easily accessible to the crew from the working deck?

Y  N NS NA

*Inspector Observations: The safety guard chain at the after most end of the working deck had not been rigged.*

*Other Inspector Comments: Rectified during the inspection.*

*Initial Operator Comments: Rectified during the inspection.*

# Observations – clearly worded

---

11.3.16 Are self-closing sounding devices to double bottom tanks in good order, closed and capped?

Y  N NS NA

Inspector Observations: Two self closing devices located in front of the engine control room were fitted such that they remained open constantly unless manually held in the closed position. Additionally, the self closing mechanism of one sounding pipe to No.1 (P) FO tank (adjacent to engine control room) had been disconnected.

Initial Operator Comments: Self Closing devices will be repaired / replaced.

---

4.1.15 Has a system been established to ensure that nautical publications and charts, paper and/or electronic, for the intended voyage are on board, current and corrected up-to-date?

Y  N NS NA

Inspector Observations: Sampling indicated that latest chart corrections had not been applied to BA Charts 1066 & 1293.

Sailing Direction NP 35 (Indonesia) did not have the last correction applied.

Admiralty List of Lights - Had not been corrected.

ALRS - Not all corrections had been noted on the ALRS publications.

# OVID – future developments

- New Report Editor program just released in July 2011. The purpose of this new editor is to streamline the user interface and correct some deficiencies that were noted by our members and OVID Inspectors.

Changes include:

- Separate the OVPO Editor program from the OVIQ program and remove the access to OVIQ template from ship operators. A read only version of OVIQ will be developed to allow vessel operators to use the program as a audit tool
- Revise the Inspector location and work area section to show the port/city and country where each inspector is located, not their company office address



# OVID – future developments

- Move any OVIQ questions that are appropriate (such as certification) to the OVPQ – reduces inspector workload
- Add more references to risk assessment to OVIQ questions where appropriate
- Review the “small craft variant” to make it more appropriate for the very small vessels (i.e. fewer questions). It may be appropriate to create another “very small craft” variant.
- Development of future “fitness for purpose” supplements in conjunction with OGP and others which can be stored in the OVID database as well
- Create a re-organised OVIQ (ROOVIQ) to help cut down on Inspector’s time by putting questions in a more logical “tour of the vessel” type arrangement.

# OVID – future developments

- Create an Inspector Type who may not meet the expectations for normal offshore vessel experience, but who have good knowledge of smaller vessels, so that they can be brought into the system to inspect small craft and submit the reports. This will be similar to the Class 3 barge inspector arrangements within SIRE.
- Include vessel names in auto e-mails about vessel report availability. Some large fleet owners have requested this enhancement.
- Review question wording to remove ambiguity and help guide inspectors to answer in the manner we want.

# OVID education programme proposals

The software developers and OCIMF are currently creating training videos with voice over and animation :

- Vessel operators – how to log on and register company and vessels
- Vessel operators – how to complete OVPO details (on-line)
- OCIMF members – how to commission inspections and validate/process reports
- Inspectors guidance on using the Report Editor program may be produced if demand suggests it would be of value

The Secretariat and OVID Focus Group members plan to start holding workshops for small groups of Operators and members from July, starting in the US Gulf area.



# OVID IT Help Desk

OVID: <http://www.ocimf-ovid.com>

OCIMF Offshore Advisor: Sean Nicholson [sean.nicholson@ocimf.com](mailto:sean.nicholson@ocimf.com)

The OVID help desk is open from 0830-1700 hrs GMT Monday to Friday (Excluding Holidays).

Tel: +44 (0) 20 7654 1229 or +44 (0) 20 7654 1218

E-mail: [ovidsupport@ocimf.com](mailto:ovidsupport@ocimf.com)

The purpose of the help desk is to assist members, operators and Inspectors with IT issues associated with the OVID website and applications(i.e. Report Editor)



**Thank you**

**Any questions?**





A Voice for Safety

[www.OCIMF.com](http://www.OCIMF.com)

Oil Companies International Marine Forum  
29 Queen Anne's Gate, London, SW1H 9BU

**Tel: +44 (0) 20 7654 1200**  
**Fax: +44 (0) 20 7654 1205**