

MINUTES OF THE COMMON GUIDELINES MEETING
HELD AT THE DANISH SHIPOWNERS' ASSOCIATION, COPENHAGEN,
TUESDAY 1 JULY 2008

Attendees:

Henry Hendriks (Chairman)	CH4 Nederland BV
Ole Steinar Anderssen	Statoil Hydro
Robert Ashdown	Chamber of Shipping
David Blencowe	Maersk Supply Service
Duncan Cursiter	Shell UK Ltd
Magne Gjerde	Farstad
Hans van der Maart	SCS Training and Consulting BV
Hans Henrik Petersen	Danish Shipowners Association
Loek Sackers	Peterson SBS Den Helder BV
Pieta Squire	Peterson SBS Den Helder BV

1. WELCOME AND INTRODUCTION

The meeting was chaired by Mr Henry Hendriks who opened the meeting with a general welcome and an introduction of Mr Hans Der Maat who was attending for the first time in his capacity as Chair of the Dangerous Goods Sub-Group.

The actions of the previous meeting were reviewed and they were dealt with under the appropriate following agenda items.

2. OUTCOME OF ANCHOR HANDLING SUB-GROUP MEETING

It was noted that the very short notice for this meeting (three days) had led to a poor attendance. However, it had been agreed that a further meeting will be held in Bergen on Tuesday, 26 August.

It was suggested that the Chairman should make an effort to ensure rig owner involvement in that meeting and that a detailed agenda with notes be disseminated prior to the meeting to ensure that all topics were fully covered.

With regards to anchor handling, it was noted that the Norwegian Maritime Directorate are to produce a set of Anchor Handling Regulations at the end of October which incorporate the lessons learnt from the *Bourbon Dolphin* accident. It was reported that the Norwegian Maritime Directorate had been holding meetings with the oil companies, with Class, with the OLF and with ship designers in order to get feedback on the new requirements. It was likely that some of the new requirements may be fairly extensive in their application and on future working practices. For instance, it was noted that there may be a prohibition on tandem anchor handling.

Action: Chairman of the Anchor Handling Working Group to send out agenda for 26 August meeting.

3. SUITABILITY OF NO6 TO BE TRANSLATED INTO PAN-EUROPEAN GUIDANCE

It was noted that the base document to which NO6 referred was only available in Norwegian and that in order for the group to access whether it was suitable for general adoption, it was necessary to wait for that document to be translated. However, it was recognised that this may be a somewhat lengthy process and may impact upon the timeframe for the publication of the Revised Guidelines themselves.

Action: Norwegian representatives to provide timeframe for translation.

4. UPDATE ON WEBSITE DEVELOPMENT AND COSTS

It was reported that the OLF had agreed that they would undertake this project on behalf of the Group and that work had already started on the development of a small website. It was reported that the domain name www.nwea.info had been reserved and this was considered to be a suitably 'country neutral' address which reflected the guidelines and would be easily memorable. It was noted that OLF had not yet provided any indication of the cost of this work but it was considered that they may undertake to provide this *pro bono*.

5. REVIEW OF MSF GENERIC RISK ASSESSMENT DRAFT

It was reported at the last meeting that this risk assessment was in final draft form and had been disseminated for comments. However, none of the representatives present had seen a copy of the Generic Risk Assessment and so it was assumed that it had been delayed for some reason. Mr Duncan Cursiter agreed to chase the Chairman of the MSF Sub Group, Mr Jamie MacClellan to ascertain the latest status.

Action: Mr Duncan Cursiter to provide update.

6. SHIP-TYPE APPLICABILITY OF ADVERSE WEATHER GUIDELINES

It was noted from the last meeting that the Adverse Weather Guidelines contained within the Common Guidelines referred specifically to platform supply vessels. It was questioned whether or not these should be applicable to anchor handling operations and if so, whether the guidance on weather limitations should be the same.

It was agreed that this issue should be considered by the Anchor Handling Working Group and that the various recommended maximum wave height for anchor handling operations used in other guidance documents should be noted and made generic.

7. UPDATED TEXT ON BULK HOSE HANDLING

It was noted that Mr Keith Ricketts, the technical author, had been tasked to develop text on this issue using materials provided by Mr Ole Steinar Anderssen. However, as Mr Ricketts was on leave, it was noted that there was no draft text to review.

Action: Mr Ricketts to develop draft text.

8. REVIEW OF UPDATES TO COMMON GUIDELINES TEXT

The group spent the time after the formal agenda reviewing the revised text provided by the technical authors and making adjustments and amendments were necessary.

9. ANY OTHER BUSINESS

A number of items were raised 'under any other business'.

i Contaminated back-loads

It was agreed that these were still a problem and that a common approach across the pan-European area should be adopted and as such, it was agreed to send these to the Dangerous Goods Sub-Group for consideration.

ii Cargo Handling on Steel Decks

It was noted that a number of safety incidents had arisen when OSVs or Anchor Handlers' performed cargo handling operations on vessels with steel decks. It was noted that steel decks were ok for pipe but not for smaller containers and that guidance was needed on how to use these vessels safely. It was suggested that a number of technical solutions could be appropriate including the fitting of non-slip mats to the base of containers.

It was noted that any non-slip surface to cover the ship's deck would only be of use when that vessel was acting in supply mode and may also cause a tripping hazard at other times and so would need to be taken up and stored elsewhere. It was suggested that it may be possible for the base to supply and store such matting but that this could be further investigated.

iii MSF Review of Safe Packing and Handling Guidelines

Mr Loek Sackers expressed his disappointment that the MSF Review of the Safe Packing and Handling Guidelines was conducted on a UK specific basis. He considered this to be a missed opportunity and that the revision should have allowed for the incorporation of European Guidance and that the resultant document was unusable in Holland.

iv Formation of the Dangerous Goods Sub-Group

It was noted that this would be chaired by Mr Hans van der Maart of SCS Training and Consultancy BV and that it was his intention for the group to meet as soon as possible.

It was agreed that they already had a number of items for consideration and these should include the definition of a common terminology for the substances which routinely caused problems as dangerous goods, ie slops/sludge, etc. It was noted that the Norwegian representatives had already provided the name of a suitable candidate to sit on the group and that the UK had yet to do so.

It was suggested that Captain Mike Gibbon be approached to see if he could provide a volunteer and Mr Blencowe agreed to make that approach. It was also suggested that Mr Derek Hart be contacted to ensure that somebody from the rig side was present as all backloads originate from the rigs.

Action: Chairman to contact Mr Derek Hart with regards to rig representation.

[Post- meeting note: Mr David Blencowe has approached Mike Gibbon and it has been agreed that Euan Simpson of ASCO will join the Dangerous Goods Sub-Group as the UK Representative.]

10. DATE AND PLACE OF NEXT MEETING (S)

It was agreed that the next meeting of the Steering Group will take place after the summer vacation period and that this will be held in Bergen on Wednesday 3 September commencing at 9 am.

It was noted that two suitable hotels are the Edward Grieg Hotel in Sandsligg and the Clarion Hotel at the airport which is approximately 100 metres from the Statoil Hydro offices.