

# EXTRAORDINARY STEERING GROUP MEETING

30<sup>TH</sup> AUGUST 2007

## ANCHOR HANDLING PROCEDURE REVIEW

The initial discussion centred around the use of a robust risk assessment process which should ultimately include the involvement of AHTS masters. Vessel criteria was also discussed, including technical specification for the work scope and external audit. It was noted that the NWEA Guidelines already contain guidance on manning, experience and training of vessel crews.

An ideal timeline of four weeks for a rig move was also discussed:

Onshore consultants: procedures  
positioning  
equipment  
tow master  
rig owner

- Vessel criteria
- Onshore review with masters
- At sea final job safety review
- MOC
- Feedback
- MSF updated

The following workgroups were agreed:

### 1. Update of NWEA Guidelines

David Blencowe, Sandy Thomson, Mike Gibbon, Ole Steinar Anderssen, Robert Ashdown (and others to be co-opted)

To take forward the learnings from MSF workgroups to the anchor handling section of the NWEA Guidelines as an update

### 2. Template of Data

This is a proposed template of information which brokers would request from owners during the vessel tender, offer and selection process (the draft has been drawn up by a group of operators)

Dick Macklin is the workgroup leader

The secretary will resend to members; comments back by end of September

### **3. Anchor Handling Manual**

Alistair MacDonald, Christian Berg, Steve Ferguson, Shivakumar Balasubramanian

To provide a template of standard information required by the crew and to be available on the bridge for anchor handling

### **4. Rig Move Specific Procedures**

Mike Pithie, Keld Thilqvist, Sean Johnson, Ron Mathieson, Steve Ferguson, Jamie MacLennan, Karl Fear, Gunner Hausberg

Standardisation in content and format; review all current procedures and propose a standard layout and presentation format

### **5. Generic Rig Move Risk Assessment**

Mike Pithie, Jamie MacLennan, David Blencowe, Ron Mathieson, Alistair MacDonald

To produce a generic HIRA for use during rig move planning

### **6. AHTS Checklist**

Duncan Cursiter, Dick Macklin, Kevin Fulton, Jim Gordon

To propose a standard checklist to be used during the on-hire inspection

### **A.O.B.**

Issues that require additional work or guidance:

Stability – ship’s manual refer back to the NMD note on stability

Testing emergency systems for winches – ship’s manual + PMS system (the crews need to understand what they do and how to test or indeed if they can test after the winch has been fitted)

