



# Personnel Logbooks

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IMCA is the international trade association representing offshore, marine and underwater engineering companies

It seeks to:

- strive for the highest possible standards with a balance of risk and cost in: health and safety; technology; quality and efficiency; environmental awareness and protection;
- achieve and sustain self-regulation in the industry;
- ease the free movement of equipment and personnel globally;
- achieve equitable contracting regimes;
- provide the framework for training, certification, competence and recruitment to support and sustain the industry globally;
- resolve industry issues; and
- promote co-operation across the industry.

Members include pipelay, heavy lift, diving, remotely operated vehicle, survey and offshore construction contractors, plus various contractors operating specialist marine equipment.

IMCA has two core activities in which all members participate:

- Competence & Training includes a comprehensive framework devoted to promoting safety by defining and encouraging training and competence in key safety-related positions.
- Safety, Environment & Legislation (SEL) includes monitoring national and international regulatory bodies, circulation of relevant information to members and advancement of industry positions where necessary

Members join in one or more technical divisions relevant to their own activities:

- Diving
- Marine
- Offshore Survey
- Remote Systems & ROV

IMCA works with a global focus, but also has regional sections covering the key offshore areas: Asia-Pacific, Central & North America, Europe & Africa, Middle East & India and South America.

IMCA has published substantial and comprehensive good practice guidance on marine operations based on its members' experience in a range of related areas. More details on specific activities are set out on these factsheets.

**IMCA publishes a wide range of logbooks for use by personnel throughout the offshore industry. These books provide a convenient way for personnel to record their qualifications, training and experience.**

In line with the IMCA framework of guidance on competence assurance and assessment, each logbook incorporates the *IMCA Record of Competence* to allow recording of competence assessments. This is a key tool for contractors to ensure and demonstrate the competence of their personnel working.

The layout of the books has been developed and agreed by industry and provides employers with readily accessible information in a common format when seeking personnel for specific projects or tasks.

The following logbooks are currently available from IMCA:

- ◆ Crane operator (for offshore vessels)
- ◆ Diving inspection personnel
- ◆ Diving supervisor
- ◆ Diving technician
- ◆ Dynamic positioning (DP)
- ◆ Life support technician (LST)
- ◆ Offshore engineer
- ◆ Offshore manager
- ◆ Offshore survey personnel
- ◆ Professional diver
- ◆ ROV personnel

The *IMCA Record of Competence* is also available separately (reference IMCA C 006) for use by those working in roles not covered by the current range of logbooks.

For details on obtaining logbooks and the full range of IMCA publications, visit our website:

[www.imca-int.com/publications](http://www.imca-int.com/publications)

International Marine  
Contractors Association

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