

Minutes of a meeting of the Association’s South America Regional Committee held on 12th November 2025 from UTC 11:30 via videoconference

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 attendance

A warm welcome was given to the committee and especially to the new members joining the committee. A reminder was given to the committee on the do’s and don’t of IMCA committees as shown in G005 Regional Committee Governance.

The Committee discussed ongoing issues related to committee membership, attendance expectations, and the removal or addition of members, including the enforcement of a 'three strikes' attendance policy and the process for co-opting new members.

Apologies for absence were recorded, with the latest meeting attendance now as follows:

Name	Company	Mar 2025	May 2025	Aug 2025	Nov 2025
John Chatten	Fugro	Attended	Attended	Attended	Attended
Daniel Marins	Subsea 7	Attended	Attended	Apologies	Attended
Renata Cortes	CBO	Attended	Attended	Attended	Attended
Michel Teicher	Sistac	Apologies	Attended	Attended	Attended
Cicero Lopes	Posidonia	Attended	Absent	Absent	N/A
Leonardo Duran	Oceanica	N/A	Attended	Absent	Attended
Patricia Araujo	CBO	N/A	Attended	Attended	Attended
Andre Valente	Underwater Group	N/A	Absent	Absent	N/A
Nelsiane Carrara	TechnipFMC	Attended	N/A	Attended	Apologies
Bruno Nunes	DOF	N/A	N/A	Attended	Attended
Captain Fernando Costa	Brazilian Navy	N/A	N/A	Absent	Attended
Bart Kramer	TechnipFMC	Apologies		N/A	N/A
Pedro Guesse	Oceaneering	Apologies	N/A	N/A	N/A
Talita Scarcela	Maersk Training	Absent	N/A	N/A	N/A
Raphael Aureliano	TechnipFMC	Apologies	N/A	N/A	N/A

Legend: ✔ Attended ✔ Part-Time S Substitute ✘ Apologies Absent N/A

Also present were:

Jennifer Evans	IMCA
Paulo Veronesi	IMCA
Argiro Bell	IMCA

3 Minutes of the previous meeting

3.1 Approval of the minutes

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

3.2 Summary of action items

Summary table of previous action points were discussed and updated where necessary.

Translation and Language Barriers: Jennifer and Paulo discussed ongoing efforts to translate IMCA documents into Portuguese, challenges with AI-based translation tools, and the need for quality control and technical accuracy, with plans to trial a legal office for technical translations.

Engagement with State Oil Companies: Jennifer reported on recent meetings with Petrobras, including their feedback on translated documents and their preference for official IMCA translations, as well as ongoing efforts to maintain relationships with state oil companies and arrange annual meetings.

Objective Updates and Streamlining: The committee agreed to remove or reclassify objectives that have become ongoing work, such as language barriers and document translation, and to focus future objectives on achievable, measurable outcomes.

3.3 Committee Representation

Attendance Policy Enforcement: John Chatten emphasized the importance of regular attendance at committee meetings, referencing a 'three strikes and you're out' policy for members who miss three consecutive meetings, and encouraged members to notify the committee if they are unable to attend.

Membership Changes and Removals: Jennifer reported that Cicero was removed from the committee after leaving his member company, and Andre was also removed due to lack of engagement and unresponsiveness to emails and meeting invitations.

Process for Adding New Members: Jennifer invited committee members to suggest potential new members or companies for co-option, with Paulo mentioning interest from ABL Group and others, and encouraged members to forward names for consideration.

Jennifer provided an update on South American representation in various IMCA global committees, including recent changes, waiting lists, and efforts to increase participation from the region.

Current Committee Representation: Jennifer listed current South American representatives in IMCA's global committees, including Operations, Marine DP, Lifting and Rigging, Diving, and C&T, and noted ongoing efforts to fill gaps and add new members.

Waiting Lists and Nominations: Bruno Nunes requested assistance to be added to the Marine DP Committee waiting list, and Paulo mentioned a Petrobras representative now available for the Health, Safety, and Security Committee.

4 South America 2025 Objectives

Jennifer led an update on the 2025 annual objectives, with input from John Chatten, Paulo, and others, covering topics such as IMCA promotion, translation of documents, engagement with state oil companies, and the need to update or remove objectives that have become ongoing work.

Promotion of IMCA in the Region: The committee reaffirmed the objective to promote IMCA within the region by identifying and attending major conferences and exhibitions, with Paulo providing updates on recent and upcoming events, and John Chatten suggesting expansion into other South American countries.

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Objective Updates and Streamlining: The committee agreed to remove or reclassify objectives that have become ongoing work, such as language barriers and document translation, and to focus future objectives on achievable, measurable outcomes.

Co-Sponsorship of Brazilian IMO Delegation Paper:

The committee discussed a request from Captain Fernando and the Brazilian IMO delegation for IMCA to co-sponsor a technical paper, considering the implications for IMCA's regional and global representation and the need for internal review and consensus.

Request for Co-Sponsorship: Captain Fernando requested that IMCA co-sponsor a technical paper with the Brazilian IMO delegation, which John Chatten described as a significant opportunity to strengthen relationships with key stakeholders.

Internal Review and Approval Process: Jennifer explained that the proposal would need to be reviewed by IMCA's Marine and DP Committees, as well as the technical director, to ensure it aligns with the interests of all IMCA members, not just the South America region.

Concerns About Regional Representation: Daniel raised concerns about how the co-sponsorship might be perceived by other IMCA regions and committees, emphasizing the need to define the scope and ensure equitable representation.

Next Steps and Feedback Collection: Jennifer committed to distributing the draft document to committee members for review and feedback, with the possibility of organizing a roundtable discussion to address comments and reach consensus.

IMCA Document Translation and Technology Trials:

The committee discussed ongoing efforts to translate IMCA documents into Portuguese, the challenges of using AI and automated translation tools, and the exploration of alternative solutions for technical accuracy.

AI Translation Tool Evaluation: The committee trialed AI-based translation services for technical documents and training courses, but found the results unsatisfactory, with multilingual members reporting poor accuracy and reliability.

Alternative Translation Solutions: Paulo suggested engaging a legal office with technical expertise for document translation, leveraging the vocabulary of a simultaneous translator previously used at events, and proposed obtaining quotations for future work.

5 South America 2026 Objectives

The prospective ideas for the 2026 committee objectives were noted down, these included:

- Review operational efficiency paper from the Brazilian delegation, and arrange Round Table to discuss and finalize
- To promote IMCA within the region.
- Committee to identify and attend a number of major conferences and exhibitions across the region, in 2026 and beyond.

- Maintain the relationship with State Oil Companies and Flag. Arrange annual meetings with the DPC, IMO delegation and Oil Companies.
- Ensure that the region is represented in the Core and Division Committees by the end of 2025. Committee to identify poorly represented areas and approach relative TA's for available spaces. UPDATE – Ongoing
- To lobby and promote the IMO 2023 Diving Code within the region
- Continue and possibly release Guidance Pullback Operations
- Minimum number of local companies as new members?
- Promote Petrobras initiative to increase DP Event Reporting, and award ceremony (See section 8)

It was agreed that these were a great starting point and needed finalization.

6 Business Development in the Region

Event Planning and Regional Outreach: Paulo and John Chatten discussed recent and upcoming events, including visits to member and prospect companies, participation in major conferences, and plans to expand IMCA's presence beyond Brazil to other South American countries.

Recent and Upcoming Events: Paulo reported on visits to Blue Tech Hub, Ocean Infinity, and Grand Energia, as well as participation in OTC Brazil, Brazil Wind Power, and the upcoming SP Subsea and IMCA Global Summit.

Expansion to Other Countries: John Chatten encouraged exploring events in countries like Guyana and Argentina, with Paulo noting a planned event in Guyana pending budget approval and limited offshore activity in Argentina.

7 November 2025 Regional

The group discussed the past weeks regional meeting which was attended by almost 100 people.

Guest Attendance and Event Access Control: The group discussed the need to control event access, with Paulo and Daniel suggesting improved registration processes and physical barriers at event venues to ensure only invited or eligible members attend, and to prevent non-members from benefiting without contributing.

8 Any other Business

Petrobras DP Event Reporting and Recognition Initiative: Jennifer and Paulo described Petrobras's proposal to incentivize contractors to report DP (Dynamic Positioning) events to IMCA, including the idea of an annual competition to recognize and reward contractors for their reporting efforts, with the aim of increasing transparency and industry engagement.

Petrobras Reporting Concerns: Petrobras have expressed dissatisfaction with the current level of DP event reporting from contractors, noting that they receive far more incident reports directly than are submitted to IMCA, and are seeking ways to improve transparency. Petrobras have proposed an annual competition to recognize contractors who submit the most DP event reports to IMCA, aiming to change the perception of reporting from negative to positive and to encourage broader participation.

IMCA's Role and Next Steps: Jennifer indicated that the proposal would need to be reviewed and approved by IMCA leadership, and that if successful in Brazil, the initiative could be expanded to other major energy companies globally.

Strategic Importance for IMCA: Paulo highlighted the strategic value of IMCA supporting this initiative to

maintain its reference status in DP matters and to prevent Petrobras from developing independent initiatives that could reduce IMCA's influence.

DP Brazil Summit and Training Needs: The committee discussed the recent DP Brazil Summit, its attendance, content, and the need for improved training and knowledge standards for DP practitioners in Brazil. Patricia reported that the DP Brazil Summit was well attended, with presentations on DP trials, innovations, and participation from Petrobras, manufacturers, and DP authorities.

Training and Knowledge Gaps: Bruno Nunes and Jennifer discussed the lack of formal training for DP practitioners, noting that accreditation is based on internal company training and that there is a need for higher standards and possibly IMCA-led initiatives.

Suggestions for Future Events: Patricia suggested organizing more DP workshops or seminars in Brazil to improve knowledge dissemination, given the country's significant DP operations.

9 Summary of Action Items

Action	Responsible	Target
C Innovation Membership Application: Follow up with C Innovation to obtain a response and ensure their membership application information is complete.	Paulo	11 th Feb 2026
Send a list of interested parties who may wish to join the SA committee	Paulo	11 th Feb 2026
Balmoral Local Membership Feedback: Research and provide feedback on the potential of Balmoral to become a local member, including obtaining the correct contact and closing out the approach.	John	11 th Feb 2026
Event Registration and Access Control: Review and improve the event registration process to ensure only invited members and guests are allowed entry, including exploring changes to the registration template and physical access controls, and provide feedback to Winnie.	Jennifer & IMCA Events Team	11 th Feb 2026
Marine DP Committee Waiting List: Pass Bruno Nunes' request to be added to the Marine DP Committee waiting list to Richard.	Jennifer	11 th Feb 2026
Co-Sponsorship of Brazilian Delegation Paper: Send the document shared by Captain Fernando regarding co-sponsorship to all relevant committee members for review, collect feedback, and coordinate with the Marine and DP Committees as appropriate.	Jennifer	11 th Feb 2026
IMO 2023 Diving Code Distribution: Obtain a copy of the IMO 2023 Diving Code and send it to all committee members for review and awareness.	Jennifer	11 th Feb 2026
Objectives Documentation: Compile the updated objectives discussed in the meeting into a Word document and upload it to the South America SharePoint objectives folder for committee review and further input.	Jennifer	11 th Feb 2026
Petrobras Health, Safety and Security Committee Candidate: Send the name of the Petrobras candidate for the Health, Safety and Security Committee to Jennifer for committee records.	Paulo	11 th Feb 2026

10 Date and location of next meetings

The proposed dates for the **2026** committee and regional meetings. These are just an initial guide and still subject to change.

Committee Meetings

Q1 11th February Teams

10th March Proposed Regional


31st March Regional Wash Up

Q2 6th May Teams

Q3 12th August Teams

Q4 9th November Proposed Face to Face and Regional Week

24th November Regional Wash Up

 <small>John Chatten (Jun 2, 2026 17:47:48 ADT)</small>	John Chatten	02/06/2026
Signed as a true record	Name	Date

South America Regional Committee

Final Audit Report

2026-06-02

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