

**Minutes** of a meeting of the Association’s Offshore Survey Committee held on 22 April 2026 from 13:00 at IMCA Offices London and online

## 1 Welcome and Attendance

The Chair welcomed members to the meeting. Apologies for absence were recorded, with the latest meeting attendance as follows:

IMCA Offshore Survey Committee					25 Q3	25 Q4	26 Q1	26 Q2
First Name	Last Name	Initials	Company	Position	02/07/25	15/10/25	15/01/26	22/04/26
Committee Members					0	0	0	35
Mike	Clark	MC	Subsea 7	Chair	☑ Attended	☑ Attended	☑ Attended	☑ Attended
Dave	Matthews	DM	TechnipFMC	Vice-Chair	☑ Attended	✘ Apologies	☑ Attended	☑ Attended
Aaron	Bainbridge	AB	Subsea7	APAC Representative	☑ Attended	✘ Apologies	☑ Attended	✘ Apologies
Arnold	Niessen	AN	Boskalis		☑ Attended	☑ Attended	✘ Apologies	✘ Apologies
Gordon	Brown	GB	Andrews		☑ Attended	☑ Attended	☑ Attended	☑ Attended
John	Chatten	JC	Fugro	SA representative	✘ Apologies	☑ Attended	☑ Attended	☑ Attended
Julian	Nelson	JN	Oceanscan	C&T representative	✘ Apologies	✘ Apologies	☑ Attended	☑ Attended
Kate	McCubbin	KMC	Oceaneering International		☑ Attended	✘ Apologies	☑ Attended	☑ Attended
Michiel	Van de Munt	MVDM	Allseas		☑ Attended	☑ Attended	☑ Attended	☑ Attended
Mike	Lycke	ML	Jan de Nul		N/A	N/A	☑ Attended	✘ Apologies
Paul	McBride	PMB	Fugro		☑ Attended	☑ Attended	☑ Attended	☑ Attended
Scott	Howden	SH	DOF ASA		☑ Attended	✘ Apologies	☑ Attended	✘ Apologies
Shepard	Smith	SS	XOCEAN Ltd	NA Representative	✘ Apologies	✘ Apologies	✘ Apologies	☑ Attended
Simon	Waterfield	SW	Sonardyne		✘ Apologies	☑ Attended	☑ Attended	☑ Attended
Torsten	Marten	TM	UTEC Survey, Inc.		✘ Apologies	☑ Attended	✘ Apologies	☑ Attended
Tristan	Fleury	TF	Saipem		☑ Attended	☑ Attended	☑ Attended	☑ Attended
IMCA Representatives								
Sara	McQuillan	SMQ	IMCA	Assistant Technical Advise	☑ Attended	☑ Attended	☑ Attended	☑ Attended
Additional Attendees								
Duncan	Allen	DA	Subsea7		N/A	N/A	N/A	☑ Attended
Peter	Major	PM	UTEC Survey		☑ Attended	N/A	☑ Attended	☑ Attended
James	Titcomb	JT			N/A	N/A	N/A	☑ Attended
IOGP Representatives								
Matthew	Paloian	MP	IOGP (Shell)		N/A	✘ Apologies	✘ Apologies	☑ Attended
Nicole	Zhou	NZ	IOGP	Committee Manager	N/A	N/A	☑ Attended	☑ Attended
Thomas	Payou	TP	IOGP (TechnipFMC)		N/A	N/A	N/A	☑ Attended
Russell	Krausse	RK	IOGP (Shell)		N/A	N/A	N/A	☑ Attended

## 2 IMCA Competition Law Compliance Policy Review

SMQ reminded all committee members, including additional attendees and IOGP representatives, about the IMCA competition law compliance policy, emphasising its legal requirements and the need to avoid any commercial or anti-competitive discussions during the meeting.

### 2.1 ROV Box-in Methodology and Principles

JT provided a presentation on the rationale, methodology, and technical principles of calibrating transponders using the ROV box-in method in sparse LBL layouts. The presentation outlined its relevance and application, detailed the process and information involved, and illustrated common outcomes with examples. It also addressed practical factors like assumptions, limitations, and preparation steps for reliable results. The session ended with key takeaways, best practices, and a discussion of questions and next steps. A question and answer session was held following the presentation.

### 3 Minutes of the Previous Meeting

Minutes of the committee meeting held in January 2026 (Q1) were highlighted to all present. No amendments were requested. The minutes were approved, will be signed by the chair and hosted on the IMCA website and sharepoint.

## 4 IMCA and Committee Structural Updates

### 4.1 New Leadership and Roles

SMQ announced the appointment of Hugo Bouvy as IMCA President, Stuart Walder as Head of Technical and Safety, Jo Deal as Head of Membership Engagement, Mark Holmes as Safety and Security Manager, Sophia Haywood as Policy and Advocacy Director, Josh Purnell as Events Manager, and Star Ferrugia as Committee Support Coordinator. These changes reflect a strategic shift to enhance support for the offshore survey division and member engagement.

### 4.2 Five-Year Strategy and Mission

MC and SMQ discussed the ongoing development of IMCA's five-year strategy, which is pending board approval and will be shared at the IMCA Global Summit. The mission focuses on advocating for technical excellence, championing a safe and diverse workforce, and supporting sustainability and operational efficiency.

### 4.3 Operations Committee

MC noted new ways of working for Operations Committee (a smaller core group to support decision-making, with technical committee chairs attending to share and collaborate) and the planned use of dashboards to improve visibility of committee activity and progress.

MC also highlighted a newly introduced form intended to capture and route ideas for discussion with the Board (or to other committees where appropriate), recognising that further clarity is needed on what constitutes a board-level topic versus a cross-committee technical matter. No new "hot topics" were raised for escalation at the last Operations Committee meeting; work is ongoing to improve consistency of internal note capture and prioritisation through the new approach. MC requested that the form be distributed to the committee.

**Action: SMQ to distribute the form for highlighting issues to the IMCA Board**

### 4.4 Committee Structure Changes

MC and SMQ explained the addition of new IMCA committees—Membership and People—to work alongside the Operations Committee. SMQ noted that the Competence and Training Committee will now report to the People Committee rather than the Operations Committee. The new structure aims to streamline decision-making and improve communication with regional members. SMQ encouraged members to recommend colleagues for the new Membership Committee, which will include regional chairs and a young professional, with applications opening soon via the IMCA Website.

#### 4.5 Technical Committee Updates

SMQ and DM discussed the release of an information note for DP operators on jamming and spoofing, with DM agreeing to review the document for consistency with ongoing GNSS guidance. Coordination with other industry documents was emphasised. SMQ will share the document for review.

**Action: SMQ to share the DP Information Note on Spoofing and Jamming**

SMQ mentioned that the proposed workgroup to develop guidance on UXO under the Remote Systems and ROV division, is planned to start in Q3 of this year.

#### 4.6 Launch of the IMCA Next Generation Network

SMQ shared the launch of the IMCA Next Generation Network as a global, member-led network aimed at supporting the development of early-career professionals. SMQ highlighted that individuals can sign up via the news article on the IMCA website and encouraged members to pass this to relevant colleagues.

#### 4.7 Launch of IMCA Partnerships

SMQ shared the launch of IMCA Partnerships. A new invitation-only scheme that replaces the previous associate members model and sets a consistent framework for how IMCA works with other organisations. It will include Strategic Partners (senior-level engagement) and Technical Partners (working-level engagement). Current organisations selected as potential partners for the OS division are the IOGP, The Hydrographic Society UK, Global Underwater Hub and Society for Underwater Technology as technical partners.

### 5 Update from the IOGP

#### 5.1 IOGP/IMCA Joint Meeting and Document Updates

MP provided an update on the March joint meeting between IOGP and IMCA, noting ongoing collaboration on GNSS positioning, 3D point cloud technical flash, and USBL guidance. The groups are working to align technical documents and share best practices.

#### 5.2 Publications Register Proposal

MP proposed creating a register of industry documents (IMCA, IOGP, ISO, etc.) to track their status, updates, and relevance, aiming to reduce duplication and improve industry awareness. The idea will be raised in the next IOGP Survey and Positioning subcommittee meeting.

### 6 Committee Activity

#### 6.1 Joint meeting with the IOGP

MC gave a summary of the joint IMCA/IOGP meeting held in March 2026 highlighting it as a positive forum to align on current work, share feedback, and strengthen contractor–operator collaboration. The session also supported ongoing work to develop and align guidance, with interest in repeating a similar meeting in 2027.

## 6.2 SA Regional Meeting

JC provided an update on the South America regional engagement, including a presentation delivered to support member outreach and awareness of Offshore Survey Committee activity. Feedback received was positive, and JC noted the value of continuing regional engagement.

## 6.3 Quality Flashes

SMQ discussed the ongoing proposal to provide “Quality Flashes” for members based on real quality incidents. Members of the committee were asked to share additional anonymised examples (kept brief where needed) to help build the rationale and shape the proposed communications.

## 6.4 Surveyor Development

Following on from the previous meeting, SMQ reiterated the importance of surveyor development (retention, attraction and training) and noted this will need to link with IMCA’s People Committee as programmes are developed. No new programme actions were agreed at this meeting, but the topic will remain under review.

## 6.5 IN 795 – Offshore Safe Manning Levels for Survey Operations

The committee debated the need to update the existing information note on recommended safe manning levels for survey teams (IN 795), considering the rise of remote operations and evolving roles. There was consensus to review and refresh the document, possibly separating remote and offshore guidance, and to clarify roles and responsibilities. SMQ agreed to create a Terms of Reference to define the purpose and scope of the revised Information Note.

**Action: SMQ to create a Terms of Reference for a renewed version of IN 795**

## 6.6 IN 1718 – Latitude and speed input to heading sensor concerns

SMQ highlighted the concerns that were raised regarding the content and potential operational implications of the information note. It was agreed the issue should be raised via the relevant DP committee route/representation, with the Offshore Survey Committee kept informed of any response or changes.

## 6.7 New IN – Out-of-Straightness and Zero Radius Bends

SMQ and DM discussed the draft information note providing guidance to survey teams on installation support for zero radius bends and residual curves in pipeline installation. The group agreed to focus on residual curves, emphasize the importance of planning and communication with engineering teams, and reference existing out-of-straightness guidance. SMQ and DM will revise the Information Note and then issue it for committee review.

**Action: DM/SMQ to revise the IN on ZRBs/RC’s to focus on RC’s and issue for committee review**

## 6.8 New IN – Data Management and Delivery

SMQ explained that draft terms of reference for a new information note on data management and delivery will be circulated to the committee for comment and to confirm the scope.

**Action: SMQ to circulate draft TOR for Data Management and Delivery**

## 6.9 New IN – Coordinate Reporting

Draft terms of reference on Coordinate Reporting have been created by SMQ and will be shared for review to ensure the guidance addresses common issues and aligns with member needs.

**Action: SMQ to circulate draft TOR for Coordinate Reporting**

## 6.10 New IN – ROV Box-ins (Proposed)

Following the earlier presentation, TM, SW, MC, and others evaluated the ROV box-in technique, discussing accuracy, validation, and project applicability. The committee agreed that any proposed guidance on ROV box-ins should be carefully framed, describing where it may be appropriate, what checks and reporting are expected, and clear limitations. It was agreed that instead of independent guidance, that information would be included in the current revision of S013 Deep Water Positioning.

**Action: S013 Workgroup to include information on ROV box-in methodology, its limitations, and user cautions, and ensure pros and cons are clearly stated.**

## 6.11 GNSS Intentional Interference

### 6.11.1 IMCA Approach

SMQ noted increasing member concern and the need to coordinate messaging and outputs with other IMCA committees and external industry material. An internal IMCA meeting was mentioned due to be held on 5 May to coordinate activities across divisions of the organisation.

### 6.11.2 New IN – Recent Publications on Intentional Interference

A short information note was discussed as a near-term output to support awareness and consistency by highlighting existing publications available to the membership.

### 6.11.3 New IN – Alternatives to GNSS (Proposed)

SMQ noted a request to consider providing guidance on Alternatives to GNSS. Due to the internal meeting to be held, this discussion will be rescheduled for the next committee meeting (Q3 2026)

### 6.11.4 Call to Industry (Proposed):

MVDM introduced the 'Call to Industry' for alternatives to GNSS, emphasising the need for collective action and innovation in response to increasing challenges posed

by GNSS-denied environments. This initiative aims to encourage industry stakeholders to propose and share viable positioning solutions, drawing attention to the urgency of finding effective alternatives that can maintain operational reliability when GNSS access is compromised.

SW reported frequent member inquiries about positioning in GNSS-denied environments, highlighting the urgency of the issue. MVDM explained that dredging companies in the Middle East and Europe are particularly affected, prompting calls for industry action.

SMQ mentioned this will form part of the internal IMCA meeting on intentional interference and will be discussed further at the next committee meeting (Q3 2026).

#### **6.12 ISO Seafloor Mapping Document and Joint Response**

SMQ informed the committee that the ISO document on seafloor mapping with uncrewed marine vehicles will be published as it is, and that IMCA and IOGP plan to issue a joint response expressing their concerns regarding the document. SMQ will update the committee on progress of this item.

#### **6.13 IMCA Global Summit – Survey session**

SMQ noted that the IMCA Global Summit would now include a session for Offshore Survey. This session is intended to highlight committee achievements and workforce development themes. Work group chairs and members will be contacted to support the session and contribute content as appropriate.

### **7 OS Committee – Work Group Activity**

#### **7.1 S025 Guidelines for the shared use of sensors for ROV and survey purposes**

SMQ noted that this document was published at Revision 0.2 on 27 February 2026.

#### **7.2 S026 Guidelines on out of straightness survey**

SMQ highlighted that this document had completed its committee review and was now with the IOGP for review for 3 weeks.

#### **7.3 S003 Multibeam Echosounders**

GB noted that the workgroup is progressing well in the ongoing review.

#### **7.4 S013 Deep Water Acoustics**

MDVM noted that the document is progressing, with SMQ reviewing and consolidating the additions made so far.

## 7.5 S017 Vessel USBL Systems

MC noted this work is currently on hold pending development of a clear problem statement to support the next stage of review and engagement.

## 7.6 S015 – GNSS positioning in the oil and gas industry

SMQ reported ongoing progress in GNSS positioning guidance, aiming for committee review in Q4. A productive in-person meeting took place at Technip in Aberdeen, with another scheduled there next month. The group remains on schedule for the planned review.

## 7.7 Future Work Activities

SMQ listed upcoming work activities, including the competence framework review, LBL array planning, heavy lift positioning, data delivery, coordinate reporting, and UXO guidance, with plans to circulate terms of reference and seek volunteers for work groups.

## 8 AOB

### 8.1 Work Activity Prioritisation

MC suggested compiling and reviewing a list of potential future projects, including standards and guidance documents, to prioritise based on value and available resources. SMQ agreed to prepare a summary for the next meeting for discussion.

**Action: SMQ to create a list of proposed future guidance for prioritising and planning**

### 8.2 Safety Moment and Next Meetings

An un-minuted safety discussion was held.

The next meeting was agreed to be planned for:

- ◆ 2026 Q3 meeting: 2 July, 9am (BST) – Hosted online (TBC)

## 9 Summary of Action Items

Action	Responsible	Target
Distribute the form for highlighting issues to the IMCA Board	SMQ	Q3
Share the DP Information Note on Spoofing and Jamming	SMQ	Q3
Create a Terms of Reference for a renewed version of IN 795	SMQ	Q3
Revise the IN on ZRBs/RCs to focus on RCs and issue for committee review	DM/SMQ	Q3
Circulate draft TOR for Data Management and Delivery	SMQ	Q3
Circulate draft TOR for Coordinate Reporting	SMQ	Q3
Include information on ROV box-in methodology, its limitations, and user cautions, and ensure pros and cons are clearly stated.	MVDM, TM	Q3
Create a list of proposed future guidance for prioritising and planning	SMQ	Q3

## 10 Date and Location of Next Meetings

Confirmed and proposed dates for next meetings:

- ◆ 2026 Q3 meeting: 15 July, 9am (BST) – Hosted online (TBC)
- ◆ 2026 Q4 meeting: TBC

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**Signed as a true record**

**Name**

**Date**