

**Minutes** of a meeting of the Association's IMCA Offshore Survey Committee, held on 15<sup>th</sup> October 2025 from 1pm BST via Teams.

## 1 Welcome, Attendance and Competition Law Compliance Policy

SMQ welcomed the committee to the meeting via Teams. Apologies were noted and attendance for the meeting is shown below.

The IMCA Competition Law Compliance Policy was drawn to the attention of all present.

First	Last		Company	Position	10/01/25	17/04/25	02/07/25	15/10/25
Mike	Clark	MC	Subsea 7	Chair	✓ Attended	✓ Attended	✓ Attended	✓ Attended
Dave	Matthews	DM	TechnipFMC	Vice-Chair	✓ Attended	✓ Attended	✓ Attended	✗ Apologies
Gordon	Brown	GB	Andrews		✗ Apologies	✗ Apologies	✓ Attended	✓ Attended
John	Chatten	JC	Fugro	SA representative	✓ Attended	✗ Apologies	✗ Apologies	✓ Attended
Tristan	Fleury	TF	Saipem		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Scott	Howden	SH	DOF ASA		✓ Attended	✓ Attended	✓ Attended	✗ Apologies
Paul	McBride	PMB	Fugro		✗ Apologies	✗ Apologies	✓ Attended	✓ Attended
Kate	McCubbin	KMC	Oceaneering International		✓ Attended	✓ Attended	✓ Attended	✗ Apologies
Julian	Nelson	JN	Oceanscan	C&T representative	✓ Attended	✗ Apologies	✗ Apologies	✗ Apologies
Arnold	Niessen	AN	Boskalis		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Michiel	Van de Munt	MVDM	Allseas		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Simon	Waterfield	SW	Sonardyne		✓ Attended	✓ Attended	✗ Apologies	✓ Attended
Torsten	Marten	TM	UTEC Survey, Inc.		✓ Attended	✓ Attended	✗ Apologies	✓ Attended
Shepard	Smith	SS	XOCEAN Ltd	NA Representative	✓ Attended	✓ Attended	✗ Apologies	✗ Apologies
Aaron	Bainbridge	AB	Subsea7	APAC Representative	✗ Apologies	✓ Attended	✓ Attended	✗ Apologies
IMCA Representatives								
Roger	Moore	RM	IMCA	Technical Adviser	✓ Attended	✓ Attended	✗ Apologies	✗ Apologies
Sara	McQuillan	SMQ	IMCA	Assistant Technical Adviser	N/A	✓ Attended	✓ Attended	✓ Attended
Additional Attendees								
Jamie	Johnson	JJ	Sulmara	Stand in - Julian Nelson-C&T Rep	N/A	N/A	N/A	✓ Attended
Walter	Jardine	WJ	IOGP		N/A	N/A	N/A	✓ Attended
Wade	McGee	WMG	IOGP (BP)		N/A	N/A	N/A	✓ Attended

## 2 Committee Membership – Review of Nominations and Voting

SMQ explained the process that was undertaken to invite nominees from the IMCA Survey Division to join the committee. The committee members evaluated the available options for appointing a new member, conducted a poll to determine their preferred candidate, and subsequently selected one individual for invitation, designating another as an alternate. Mike Lycke of Jan de Nul was chosen as the primary candidate, with Housseem Sadki from Interocean named as the alternate. SMQ agreed to send an invitation to the selected candidate.

**Action: SMQ to invite selected candidate to join the Offshore Survey Committee**

## 3 Review of Previous Minutes of Meeting

SMQ confirmed that the minutes from the Q3 meeting were circulated in advance, no amendments were requested, and the committee approved them for publication.

## 4 IMCA Updates

### 4.1 Membership Growth

SMQ reported that IMCA's current membership stands at 828, with 210 in the survey division, reflecting an increase of seven since the last meeting, and listed new members of the Survey Division including Flotation Energy Limited, Copenhagen Offshore Partners, and Skill N Depth.

## **4.2 Recent Publications**

SMQ summarised recent publications, including updates to the competence guidance frameworks, removal of the data platform approval scheme, new guidance on USVs, and revisions to several technical documents and information notes.

## **4.3 Operations Committee Update**

MC announced that John Chatten was elected Vice Chair of the Operations Committee and provided an update on advocacy efforts regarding UK offshore worker visas, noting ongoing discussions with the Home Office about potential exemptions.

## **4.4 Competence and Training Initiatives**

SMQ reported on the upcoming launch of CMS accreditation at the global summit and plans for a competency and training conference in Q3 2026, in collaboration with the new People Committee.

## **4.5 Technical Committee Activities**

SMQ described ongoing work in the Marine and ROV committees, including guidance on USVs, updates to R006, and the development of an accreditation scheme for ROV personnel to utilise the IMCA eCMID platform for ROV System Inspections.

# **5 OS Committee Activity (Non WG)**

## **5.1 International Association of Oil & Gas Producers (IOGP)**

WJ provided an update from the IOGP. WJ confirmed the joint IMCA-IOGP review of the GNSS guidance document (S015/37319) will begin with a meeting on 10 November, focusing on updates for multi-constellation options, correction delivery, and jamming/spoofing, with input from suppliers.

- **Jamming and Spoofing Technical Flash**

WJ outlined plans for a technical flash on GNSS jamming and spoofing, aimed at non-specialists, to be released to IOGP members incorporating recent advances in anti-jamming hardware.

- **In-Water Assets Guideline**

WJ reported that the in-water assets guideline is finalised and pending publication, with input from MC and others, and includes recommendations, a checklist, and covers alarm requirements and data ingestion.

- **USBL Technical Specification Update (624-01)**

WJ discussed the intention to update the USBL technical specification (624-01), clarifying shall/should statements. It was also discussed that generic guidance information in the IOGP document could potentially be removed and inserted or merged with IMCA document S017/M244. MC mentioned that it would be beneficial if the IOGP revision included details on system accuracy for acceptance of calibrations/verifications aligning with the current work being done on S017. IOGP intention is not to start this work until 2026.

- **Other Technical Initiatives**

WJ mentioned ongoing work on 3D point cloud deliverables, well coordinate integrity, and the seawater pressure to depth document, with SW and WJ agreeing to coordinate on access to digital formulae for software implementation.

## **5.2 Outstanding actions from the previous meeting**

SMQ reviewed outstanding actions from the previous meeting. The only action remaining is for SW to provide information on a quality issue that was raised in the 2025 Q2 meeting for the purpose of establishing the suitability of IMCA Quality flashes.

## **5.3 Dashboard**

The Committee Dashboard was shown for information.

## **5.4 Joint Event with the SUT/THS**

SMQ provided information on a planned joint event with the Society of Underwater Technology and The Hydrographic Society in Scotland. Members of the committee are invited to join the workgroup to organise and input to the event. Volunteers should contact SMQ.

# **6 Offshore Survey Committee Workgroup Activity**

## **6.1 S003 Guidelines for the use of multibeam echosounders for offshore construction surveys**

GB updated on the status of the document review noting that progress was slow but ongoing. The workgroup continues to meet on a regular basis.

## **6.2 S013 Deep Water Positioning**

MVDM discussed the S013 document and raised challenges in providing examples of system accuracies for LBL and USBL. Committee members debated the appropriateness of including quantitative data versus general guidance and suggesting a focus on considerations and illustrative examples. TM suggested that a colleague, Peter Major, could be a useful source for additional information for this document. SMQ and TM agreed to organise further workgroup sessions, including inviting technical experts such as Peter Major, to ensure consistency between other IMCA guidance.

## **6.3 S019 Metrology**

SH reported that the extended review period for a key document is complete, pending final feedback from DM, after which it will proceed to publication.

## **6.4 S017 Guidance on vessel USBL systems**

MC and TM discussed the ongoing review of the USBL document. The majority of the document is ready for review however there is still a need to resolve debates on error budgeting. A further workgroup session is to be planned to outline next steps towards finalising the document. SMQ agreed to form the next workgroup meeting.

**Action: SMQ to create a workgroup meeting for S017**

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

MC advised this was still outstanding for completion and needed to be picked up again.

## **6.6 S026 Guidelines for the shared use of sensors for ROV and survey purposes**

MC advised this was still outstanding for completion and needed to be picked up again.

## **6.7 Proposed new guidance: UXO**

MC highlighted a new workgroup proposed by RM to create guidance for UXO's in collaboration with the other IMCA core and technical divisions – Marine, Diving, ROV and HSS. A member of the OS Committee is requested to join the workgroup which will commence in 2026.

**Actions: Volunteer requested for the UXO Workgroup 2026**

## 7 AOB

### 7.1 Data Delivery between Contractor/Operator

MC, AN, GB, MVDM, and other committee members discussed the increasing challenges of managing, delivering, and storing large volumes of geospatial and video data, the implications for contractors and clients, and the potential need for industry awareness and/or guidance. TM and others suggested that IMCA could provide recommendations on standard data retention periods, such as three years, and emphasised the importance of contractors having clear data management policies.

MC proposed further discussion and possible development of a guidance or technical note on data management, delivery, and storage, inviting committee members to contribute examples and feedback. Information should be sent to RM and SMQ for collation.

**Action: All to provide information on data storage for future discussion**

### 7.2 ROV Box-Ins

SW raised the topic of ROV box-ins as a method for verifying positioning, with committee members expressing doubts about its accuracy compared to traditional methods and agreeing to document their position and possibly include error budget analysis.

### 7.3 Software Update Feedback

SW offered to provide an update on Fusion 2 software following previous committee feedback, with the group agreeing to collect further feedback and schedule a follow-up presentation in January.

## 8 Unminuted Safety Discussion

The transcript of the meeting was paused to allow members to discuss any safety related experiences.

## 9 Summary of action items

Action	Responsible	Target
Raise the possibility of IMCA Survey Quality 'flashes' (in the style of safety flashes) with Technical Director and HSS	RM	05/01/2026
Summarise the metrology quality issue for use as a quality flash/lesson learned	SW	05/02/2025
Invite selected candidate to join the Offshore Survey Committee	SMQ	17/10/2025
Create a workgroup meeting for S017	SMQ	24/10/2025
Create a meeting to review S013 with further technical input	TM/SMQ	24/10/2025
All to provide information on data storage for future discussion	All	15/01/2026

## 10 Date and location of next meetings

Proposed dates for meetings in 2025:

- Wednesday 15th January 2026, 09:00-12:00 (BST)

Signed as a true record

Name

Date