

Minutes of a meeting of the Association's IMCA Offshore Survey Committee, held on 1 April 2025 from 13:00 BST Online.

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 apologies for absence

Roger & Sara welcomed the below committee to the meeting this included Bob Needham who is standing in for Gordon Brown.

First	Last	Company	Position	03/07/2024	02/10/24	10/01/25	17/04/25
Mike	Clark	Subsea 7	Chair	✓ Attended	✓ Attended	✓ Attended	✓ Attended
Dave	Matthews	TechnipFMC	Vice-Chair	✓ Attended	✓ Attended	✓ Attended	✓ Attended
Gordon	Brown	Andrews		✓ Attended	✓ Attended	✉ Apologies	✉ Apologies
John	Chatten	Fugro	SA representative	✓ Attended	✓ Attended	✓ Attended	✉ Apologies
Ian	Ellis	3D at Depth		✉ Apologies	✓ Attended	✓ Attended	✓ Attended
Tristan	Fleury	Saipem		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Scott	Howden	DOF ASA		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Paul	Mcbride	Fugro		✉ Apologies	✓ Attended	✉ Apologies	✉ Apologies
Kate	McCubbin	Oceaneering International		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Julian	Nelson	Oceanscan	C&T representative	✓ Attended	✓ Attended	✓ Attended	✉ Apologies
Arnold	Niessen	Boskalis		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Michiel	Van de Munt	Allseas		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Simon	Waterfield	Sonardyne		✓ Attended	✓ Attended	✓ Attended	✓ Attended
Torsten	Marten	UTEC Survey, Inc.		✉ Apologies	✓ Attended	✓ Attended	✓ Attended
Shepard	Smith	XOCEAN Ltd	NA Representative	N/A	✓ Attended	✓ Attended	✓ Attended
Aaron	Bainbridge	Subsea7	APAC Representative	✉ Apologies	✓ Attended	✉ Apologies	✓ Attended
IMCA Representatives							
Roger	Moore	IMCA	Technical Adviser	✓ Attended	✓ Attended	✓ Attended	✓ Attended
Sara	McQuillan	IMCA	Assistant Technical Adviser	N/A	N/A	N/A	✓ Attended
Additional Attendees							
Jim	Cullen	IMCA	Technical Director	✓ Attended	✉ Apologies	✉ Apologies	✉ Apologies
Bob	Needham	Andrews	Stand in for GB	N/A	N/A	N/A	✓ Attended

Formal apologies for absence had been received and recorded as per table.

3 Minutes of the previous meeting

The minutes from the last meeting held on January 10, 2025, were approved without objections.

4 IMCA Updates:

- Mike Clark provided updates on the OPS committee elections. Cynthia Lopez of SIM Wave was elected as chair for the Operations Committee.
- Membership updates were shared, highlighting an increase in global members and new members within the Survey Division.

5 Regional Committees Update:

- North America regional meeting was held in March 2025. Discussed topics included progress in offshore wind projects, workforce retention, and regulatory impacts.

6 Core Committees Update:

- Competence and Training Committee have reissued document C005 for remote pilot grade II and introduced new logbooks for diving inspectors and inspection personnel. SMQ highlighted other planned activities for the year including the Introduction of new ROV Auditor and trainee auditor program, Class A Simulator Accreditation, In-house ROV training Accreditation, Competence Management Scheme Accreditation and Inspection Competency Guidance.
- Greenhouse Gas Committee are focused on alternative fuels and energy efficiency technologies.
- Environmental Sustainability Committee are working on new guidance for nature considerations in offshore projects.
- Health, Safety, and Security Committee reported contractor member safety statistics and ongoing efforts to improve safety promotional material.
- Diving Committee issued new guidance on deck decompression chamber operations, document D085.
- Remote Systems and ROV Committee reissued document R002 to include a guide on delivering online training.

7 IMCA Events:

- Upcoming events include Dynamic Positioning Conference in Istanbul, Europe and Africa regional meeting in London, and IMCA Global Summit in Kuala Lumpur in November 2025.
- SMQ highlighted the IMCA Global Summit where the key topics will include:
 - The impact of AI and emerging technologies
 - Geopolitical dynamics and their implications for our industry
 - New maritime regulations promoting energy efficiency
- Members were encouraged to purchase their tickets to the Summit with an Earlybird rate currently in place until the 31st May.

8 Offshore Survey Committee Business:

- MC discussed the IOGP document review (*Survey and Software Recommendations for Vessel downline operations within in-water assets*) and thanked the committee for the review undertaken. MC gave an update that the IOGP Geomatics committee will make consideration for the comments submitted before publishing the document. MC discussed the formation of expert groups for common operating picture, SSDM, and 3D point cloud and a possible IOGP face to face meeting ahead of Oceanology next year in London. IE volunteered to support the work of the IOGP Geomatics committee with this work. MC requested further volunteers.

9 Committee Work Group Activity

9.1 S003 Multibeam Echosounders

- SMQ provided an update on S003. The next workgroup is due to meet on the 18th April 2025 where a general timeline will be established and document sections assigned.

9.2 S013 Deep Water Acoustics

- MVDM discussed the progress of the document as it is currently under committee review. SMQ highlighted that the window for the review closes on the 23rd April. Any comments will be addressed before the document is reviewed by the IMCA Marine Committee (Joint Document). Expected publication is June 2025.

9.3 S019 Subsea Metrology

- SH provided updates on the metrology document, highlighting progress and planned activities. Members of the workgroup are asked to complete their content by the 1st May. The Workgroup is due to meet within that week.
- A discussion was held on the accuracy of subsea metrology methodologies and new technologies. SH agreed to carefully consider how S019 will manage quoting accuracies and make consideration for a section on new technologies.

9.4 S017 Vessel USBL Systems

- It was noted that a meeting was held in March to discuss the technical aspects of the document. MC discussed the USBL error budget and the need for further review and revision. TM highlighted some considerations for the document, such as the change by manufacturers from quoting percentage accuracy to percentage angular accuracy. TM and MC agreed the document should not change drastically from its current method of determining accuracy as the document is widely used in the industry. However careful consideration is required for ensuring it is fit for purpose.

9.5 S025 Guidelines for the shared use of sensors for ROV and Survey Purposes

- It was noted that this document is currently under review with comments to be addressed. SMQ to provide a review of the comments.

9.6 S026 Guidelines on Out of Straightness Survey

- It was noted that this document is currently under review with comments to be addressed. SMQ to provide a review of the comments.

9.7 S011 AUV Guidance

- This document is on HOLD subject to the publication of R006 (ROV Audit Guidance Document). With the ROV document in progress, MC requested volunteers to form a workgroup for this document. It was noted the workgroup should be comprised of members from the Offshore Survey and Remote Systems and ROV committees.
- RM gave an update on R006 – the word document is complete and subject to development into the eCMID system.

9.8 LBL Array Planning and Network Adjustments

- This document is on HOLD while all other documents are closed out.

9.9 Heavy Lift Positioning and Support for shallow operations

- This document is on HOLD until document S013 has been completed.

10 Potential topics for future IMCA Guidance

10.1 GNSS Denial

- MvdM highlighted that guidance currently exists – S015, Guidelines for GNSS positioning in the oil and gas industry – a joint document with the IOGP. This document may require a minor revision to include information on Spoofing, mitigation measures, low Earth Impact and any other new technologies or techniques that may be relevant to the document. MC requested volunteers to review the document.
- DM offered to review the document.

10.2 Remote Operations

- This topic was discussed previously with MC mentioning that we are not currently planning guidance on this topic at present.

10.3 UXO Surveys

- It was discussed that there are no current standards for conducting or reporting from UXO surveys and the requirements differ on a regional basis. SH pointed out that although a UXO survey could be compared to any other survey, the potential consequences are more severe. DM and IE highlighted an existing SUT document : Guidance Notes for the Planning and Execution of Geophysical and Geotechnical Ground Investigations for Offshore Renewable Energy Developments. This was published by OSIG, Offshore Site Investigation and Geotechnics committee and includes sections that deal with UXO surveys.
- It was agreed that this would be discussed at the next committee meeting (Q3 2025). All members were asked to contribute any existing guidance to the Sharepoint. SMQ will create a location for reference material and share with the committee.

10.4 Application of Acoustic Centre in Kongsberg APOS

- Several members discussed experiencing some problems with this unaddressed issue within APOS. TM mentioned that Kongsberg have stated it is addressed in the latest version of the software, however this does not resolve the issue in older systems. MVDM will discuss with Kongsberg directly later this year and feedback to the committee.

11 Any Other Business:

- SW discussed a recent event that has resulted in raising concerns about competency issues affecting metrology operations. An idea of IMCA quality flashes/'lessons learned' to mitigate quality issues was proposed. RM will raised this possibility with the IMCA Technical Director and the Heath Safety and Security Manager. SW to summarise the event raised as a possible format for the quality flash/lesson learned.

13 Summary of action items

Action	Responsible	Target
Volunteers requested for IOGP downlines document development	All	02/07/2025
Review GNSS denial section in Document S015	Dave Matthews	02/07/2025
UXO Surveys – members to contribute any existing guidance on the subject for further discussion at the next committee meeting	All	02/07/2025
Volunteers requested for document S011 – AUV Guidance	All	02/07/2025
Raise the possibility of IMCA Survey Quality ‘flashes’ (in the style of safety flashes) with Technical Director and HSS.	Roger Moore	02/07/2025
Summarise the metrology quality issue for use as a quality flash/lesson learned.	Simon Waterfield	02/07/2025

14 Date and location of next meetings

Proposed dates for meetings in 2025:

- Wednesday 2nd July 2025, 09:00-12:00 (BST)
- Wednesday 8th Oct 2025, 13:00-16:00 (BST)

Signed as a true record

Name

Date