

Minutes of a meeting of the Association's Remote Systems & ROV Committee held on 11 December 2025 from 10:00 via videoconference.

1 Welcome and attendance

RM welcomed members to the meeting. The latest meeting attendance was as follows including apologies received:

First	Last		Company	Position	25/02/2025	27/05/2025	09/09/2025	11/12/2025
Rene	Van Der Starre	RVDS	Subsea 7	Chair	☑ Attended	☑ Attended	☑ Attended	☑ Attended
Darren	Shannon	DS	Oceaneering	V/Chair	✉ Apologies	☑ Attended	☑ Attended	✉ Apologies
Craig	Campbell	CC	Fugro		☑ Attended	✉ Apologies	✉ Apologies	☑ Attended
Doug	Middleton	DM	ROVOP		✉ Apologies	☑ Attended	✉ Apologies	☑ Attended
Graeme	Russell	GR	TechnipFMC		☑ Attended	☑ Attended	☑ Attended	☑ Attended
Mahesh	Govindan	MG	IKM Subsea Singapore	ME&I	✉ Apologies	☑ Attended	☑ Attended	☑ Attended
Malcolm	Rennie	MR	Mermaid		✉ Apologies	☑ Attended	☑ Attended	☑ Attended
Mike	Leijerzapf	ML	Allseas		☑ Attended	☑ Attended	☑ Attended	☑ Attended
Sabine	Smith	SS	Boskalis		☑ Attended	☑ Attended	☑ Attended	☑ Attended
Tom	Baguet	TB	Jan De Nul		✉ Apologies	☑ Attended	☑ Attended	☑ Attended
Tommy	Adebayo	TA	Total Marine Technology		✉ Apologies	☑ Attended	☑ Attended	✉ Apologies
Bruce	MacAngus TBC	TBC	Saipem TBC (Via Ewan)		N/A	N/A	N/A	☑ Attended
Roger	Moore	RM	IMCA	Technical Adviser	☑ Attended	☑ Attended	☑ Attended	☑ Attended
Sara	McQuillan	SMQ	IMCA	Assistant Technical Adviser	☑ Attended	☑ Attended	☑ Attended	☑ Attended
Jim	Cullen	JC	IMCA	Technical Director	☑ Attended	☑ Attended	☑ Attended	✉ Apologies

2 Competition law compliance policy

The IMCA Competition Law Compliance Policy was drawn to the attention of all present, in particular the new committee member Bruce MacAngus. A weblink to the policy was provided on the presentation for all to review.

3 Minutes of the previous meeting

The minutes from the previous Remote Systems and ROV Committee meeting held on 9th September 2025 were read out including updates on umbilical testing recommendations, legacy systems, and equipment purchase guidance. Actions from the last meeting were carried forward where necessary, with ongoing reviews and document updates highlighted, these minutes were approved for use by the committee chair RVDS.

Action: RM to send 2025 Q3 minutes to Chair for signature

4 Committee and Governance Updates

The committee discussed ongoing internal structural governance reviews, with further details expected in early 2026. Several new posts are open at IMCA, including technical and safety leadership roles. Members

were encouraged to apply or refer interested candidates via the IMCA website at the following link: [Working for IMCA](#)

5 Competence & Training

Updates were provided on the Competence and Training (C&T) core committee, including the transition of leadership to Rhys Jones and plans for new guidance documents. The committee is preparing a staggered review of competence frameworks for Marine, ROV, Survey, and Diving over the next one to two years. A competence awareness programme, including webinars and an in-person event in Aberdeen, is planned for September 2026. Further information will be provided at the next committee meeting.

6 Technical Guidance and Certification

The committee discussed the need for clearer guidance on equipment hire and purchase, particularly regarding certification and conformity for both new and legacy systems. Members highlighted challenges with legacy equipment lacking documentation and the importance of discussing potential changes to IMCA documents (e.g., R011, R006) to address these issues. The group agreed to develop a standalone technical note for new system procurement and certification retention that would support future compliance with the current R006 (ROV System Inspection) document, with input from all committee members. SMQ will set up the necessary systems and request volunteers to form a workgroup to develop the document.

Action: SMQ to create WG for technical note on new system procurement and certification retention

7 ROV and Diving Division Collaboration

The committee addressed the use of ROVs in diver transportation and emergency recovery, emphasising safety concerns and the need for clear procedures. Members agreed to further discussions with the diving division to clarify IMCA's ROV Committee position and to ensure best practices are followed.

Action: RM to set up a discussion with Diving TA's to make combined statement on this subject

8 Workgroup Activities and Roadmap

Updates were provided on ongoing workgroups, including AUV audits, biodegradable lubricants, and the ROV System Inspector (RSI) scheme. The committee TA's are developing a roadmap for 2026, aiming to establish a more coherent management structure for document reviews, workgroup activities, and committee meetings, this was shared with the committee.

9 New Workgroups

New ROV CPD, ROV System Inspector (RSI) and UXO/EOD workgroups were discussed and will be decided on in 2026.

Action: RM & RVDS to Create new WG after R019 and R009 have closed

10 Unminuted Safety Discussion

The transcript was paused while the committee undertook a safety discussion.

11 Summary of action items

Action	Responsible	Target
Send 2025 Q3 minutes to Chair for signature	RM	12/12/2025

Create WG for technical note on new system procurement and certification retention	SMQ	19/12/2025
Set up a discussion with Diving TA's to make combined statement on subject of ROV & diver joint ops	RM	10/01/2026
CPD, RSI and UXO/EOD workgroups to be set up in 2026	RM/RVDS	10/03/2026
Actions carried from the previous committee meeting (2025 Q3)		
Provide further information on R006 ROV System Inspection for Legacy Systems	MR	19/03/2026
Send R009 to SMQ for review	DS	19/03/2026
Arrange a presentation on Umbilical Failure and Potting for the Q4 Meeting	DS	19/03/2026

12 Date and location of next meetings

2026 Q1: **19 March 2026 at 10:00 AM.** UK - Online

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Signed as a true record

Name

Date