

**Joint Natural Resources Committee  
Upstream Construction Code of Practice,  
Upstream Construction Scope of Work and  
Upstream Construction Certificate of Approval Requirements  
and Examples**

<b>Name</b>	<b>Date of issue</b>	<b>Version</b>	<b>Changes</b>
JR2004/005	15 July 2004	1	Original COP
JR2005/005	26 October 2005	1	Original SOW
JR2010/010	23 July 2010	2	Combined JR2004/005 and JR2005/005
JR2016/013	20 December 2016	3	Update to COP & SOW, introduction of JR2016/013A and pro-forma COAs
JR2019-006	03 September 2019	4	Update to COP & SOW
JNR2026-002	30 April 2026	5	Update and clarification of DP requirements

## **Joint Natural Resources Committee** **Marine Warranty Surveyors' Code of Practice (COP)**

The purpose of this COP is to:

- a. clarify the roles of the Marine Warranty Surveyor (MWS), assured and underwriters in the performance and specification of a Marine Warranty survey;
- b. establish agreed standards for the attending MWS when conducting a survey;
- c. define the lines of communication between underwriters and the MWS;
- d. establish agreed qualifications for the attending MWS when conducting a survey;
- e. where applicable, outline the basic requirements for the Certificate(s) of Approval (COA).

**Nothing in this COP shall relieve any party of any legal obligations existing in the absence of this document and nothing contained in this COP shall take precedence over any provisions of the Policy.**

This Code of Practice has been produced to accompany the attached Joint Rig Committee Scope of Work (SOW). A tailored Project Specific Scope of Work (PSSOW) may be substituted with the explicit prior agreement of underwriter(s).

### **1. The Role of the MWS**

- 1.1 The fundamental objective of the MWS is to make reasonable endeavours to ensure that the risks associated with the warranted operations to which a Marine Warranty Surveyor is appointed are reduced to an acceptable level, in accordance with best industry practice.
- 1.2 The MWS Company will ensure that any individual MWS appointed to sign a COA in accordance with the SOW:
  - 1.2.1 is appropriately accredited by the Society of Offshore Marine Warranty Surveyors (SOMWS); or
  - 1.2.2 can demonstrate competence by completing document JNRC MWS Information Form (JR2019-009 or latest version available in the Technical Documents tab of JNRC webpage ([www.lmalloyds.com/committee/survey-and-engineering-sub-committee/](http://www.lmalloyds.com/committee/survey-and-engineering-sub-committee/)) to the satisfaction of underwriters ;prior to commencing the activities.
- 1.3 The Marine Warranty Surveyor will issue a COA for each critical operation as defined in the relevant scope of work, provided that they are satisfied, so far as possible, that the operations are conducted in accordance with:
  - 1.3.1 recognised codes of practice for design and operations;

- 1.3.2 best industry practice appropriate for the vessel(s), equipment and location(s);
  - 1.3.3 vessel(s) and equipment being used within defined safe operating limits;
  - 1.3.4 current Marine Operations Manual. When an operation is conducted outside the Marine Operations Manual, this is subject to a formal management of change process, with senior leadership, technical authority and MWS approval
- 1.4 Upon request the MWS shall propose an MWS plan to be agreed by the assured and underwriters which indicates, as a minimum, each activity, milestones, attendances and issuance of COA(s) for the project.
- 1.5 Upon request the MWS will make available to underwriters:
- 1.5.1 an opinion on the adequacy of the SOW – if there are any gaps or omissions this should be communicated to the Assured and the SOW updated accordingly;
  - 1.5.2 a schedule of actual and proposed site attendances;
  - 1.5.3 a schedule of COAs to be issued.
- 1.6 The MWS will:
- 1.6.1 advise underwriters when a confidentiality agreement with the assured is in place which would preclude the exchange of information or communication with underwriters;
  - 1.6.2 notify underwriters of any conflicts of interest. Examples of services that could present a conflict of interest with the Marine Warranty work, include:
    - 1.6.2.1 Marine or Design Consultant (or equivalent) involved in:
      - a. Design of project components to be used in a marine operation, the failure of which could compromise the integrity of a project asset (for example a lift beam or pad eye);
      - b. Primary analysis of structures, hulls or component parts thereof. Note: the Marine Warranty Surveyor is, however, expected to review a design by others where this has a direct bearing on the marine risk e.g. check of the strength of launch frames on a launch jacket, or assessment of a lift analysis of a deck;
      - c. The production of procedures, project standards, risk assessments and other management documentation which influences how a marine operation is conducted and which has a direct bearing on the risk of a particular marine operation e.g. loadout, launch, lift of a jacket.

#### 1.6.2.2 Loss Adjuster

- 1.6.2.3 Verification services associated with the operation
- 1.6.2.4 Rig Mover
- 1.7 The MWS will immediately advise underwriters, with a copy to the assured:
  - 1.7.1 if any COA is withheld, or a Non-Conformance Certificate issued. Reasons for this should be clearly stated. Examples include:
    - 1.7.1.1 failings of the documentation provided;
    - 1.7.1.2 failings in the preparations made;
    - 1.7.1.3 unacceptable change of circumstances which depart from the approved procedures and preparations;
    - 1.7.1.4 a proposed operation that is considered too dangerous to be considered as acceptable good practice from the outset or as preparations proceed, e.g. weather conditions deteriorate to the point where they exceed the limits for a defined safe operation as agreed by the MWS;
  - 1.7.2 if the assured fails to comply with any recommendations made by the MWS.
  - 1.7.3 of any proposed changes to relevant key personnel employed by the MWS company.
- 1.8 The MWS shall inform underwriters of any:
  - 1.8.1 access restrictions to a site or work place of any item or activity to be warranted;
  - 1.8.2 continued lack of information for a warranted event that cannot or will not be resolved on site but which may prevent the eventual approval of an operation;
- 1.9 The MWS shall agree suitable lead times for attendance at vessel / site and documentation release with the assured.
- 1.10 The MWS may use information available from verifiable resources to assist with the conduct of the Marine Warranty activities. Where such information is relied upon by the MWS it should be clearly evidenced within the MWS Progress Report.

## 2. Role of the Assured

- 2.1. The Assured must ensure that the selected MWS Company is suitably qualified to perform Marine Warranty activities in accordance with this COP and associated SOW (or PSSOW as applicable). Qualification of the MWS company shall be as per the MWS Good Practice Guideline (JR2019/010 or latest version available in the Technical Documents tab of JNRC webpage ([www.lmalloyds.com/committee/survey-and-engineering-sub-committee](http://www.lmalloyds.com/committee/survey-and-engineering-sub-committee)) or an equivalent process demonstrated by the assured to underwriters.

- 2.2. Once appointed on the project, the MWS Company shall not be changed without the express and prior agreement of underwriters.
- 2.3. The assured shall:
  - 2.3.1. provide the MWS with a point of contact for underwriters and an appropriate point of contact in the assured's organisation to assist with the resolution of queries within 14 working days following the appointment of the MWS or prior to commencement of operations, whichever is sooner;
  - 2.3.2. provide underwriters with the contact details of the MWS within 14 working days following the appointment of the same;
  - 2.3.3. procure MWS participation at all relevant project management meetings, including the marine operations HAZOP / HAZID / SIMOP, contingency planning and assurance / testing plans, and at JSA (job safety analysis) meetings before the commencement of each marine operation;
  - 2.3.4. contract the MWS company directly (without the involvement of any contractor or intermediary) unless required to enable compliance with the law in the jurisdiction or government regulations;
  - 2.3.5. provide reasonable access and transportation facilities to the MWS to allow him to carry out the necessary work;
  - 2.3.6. formally acknowledge receipt of all recommendations from the MWS;
  - 2.3.7. maintain a record of compliance with and deviations from such recommendations;
  - 2.3.8. obtain written approval from the MWS for any such deviation(s).
  - 2.3.9. agree and comply with suitable lead times agreed with the MWS, in conjunction with item 1.10.

### **3. Role of the Underwriter**

- 3.1. The Panel of MWSs is to be agreed by underwriters in conjunction with the MWS Good Practice Guideline (JR2019/010 or latest version available in the Technical Documents tab of JNRC webpage ([www.lmalloyds.com/committee/survey-and-engineering-sub-committee/](http://www.lmalloyds.com/committee/survey-and-engineering-sub-committee/))).
- 3.2. Other additions to the panel will need to demonstrate their capability / experience of similar projects and water depths, and to be agreed by underwriters.
- 3.3. On each project, underwriters will specify whether a "kick off" meeting is required between underwriters, the assured and the MWS. The assured, underwriters and MWS shall agree key risk milestones and date(s) for a joint review of the project scope and development and the MWS SOW should be updated to reflect any agreed changes and disseminated.

- 3.4. At the request of the MWS, underwriters will make available:
- 3.4.1. relevant applicable policy terms and conditions including, in particular, any warranty provisions or conditions precedent;
  - 3.4.2. identity and contact details (including telephone, e-mail, fax and out of hours numbers) of the nominated underwriter to receive communications from the MWS.

#### 4. **MWS Progress Report**

- 4.1. Where requested, the MWS shall issue a monthly report to underwriters directly.
- 4.2. The MWS's report shall:
  - 4.2.1. include the name of the individual performing the survey;
  - 4.2.2. make, where necessary, recommendations which are required for the issuance of any COAs, expressed in writing in a clear and explicit manner and capable of verifiable implementation.
- 4.3. The report shall include the following contents:
  - 4.3.1. Introduction (executive summary; report No.; project start date; project end date; and name of individual performing the survey);
  - 4.3.2. Progress (activities performed in the last period; and activities to be performed in the next period);
  - 4.3.3. Summary of documentation reviewed (table showing number of documents reviewed in the last period, number approved, number on hold and documents reviewed for information only. The document register can be attached showing document status as an appendix);
  - 4.3.4. Attendances (meetings (date, location, purpose); and surveys (date, vessels, location, MWS (name)); and site attendances (date, location, purpose); and all COAs issued since the previous report);
  - 4.3.5. Invoicing (progress against CTR (Cost, Time, Resource) sheets with value of work done to report date and latest estimate of expenditure to the end of activities together with a commentary on significant deviations from the original estimates; variation orders; and the total invoiced);
  - 4.3.6. Areas of concern (technical, project management and invoicing);
  - 4.3.7. Safety (incidents reported, lost time incidents, statistics, etc.).

## JNRC Upstream Construction Scope of Work (SOW)

The following summarises the Certificates of Approval (COA) required to be issued by the MWS at site prior to the commencement of each of the specified activities:

### Fixed Platforms:

- Loadouts
- Towage / Transportation
- Installation of Jackets / Integrated decks / Module Support Frames / Modules

### Floating Structures

- Mooring adequacy in yards (in hurricane / typhoon / cyclone regions)
- Module Integration (lifting and setting operations)
- Loadouts (from land to vessel)
- Vessel Launch/Floatout
- Offloading (from vessel to land)
- Hull Transportation (including float-on and off)
- Vessel Sailaway
- Move into position RFHU
- Installation of moorings or tethers
- Connection to moorings or tethers
- Connection to infrastructure (risers etc.)
- Module(s) / Flare structure lifts/Post Installation work (additional module lifts etc.)

### Pipelines & Bundles

- Pipe Loading & Offloading
- Pipe Barge Sailaway
- Start-Up, Crossings and Tie-Ins (for hot-taps)
- Shore approach/Pull-ins/Horizontal Directional Drilling (HDD)
- Commencement of Bundle Tow
- Bundle lay-down at site

### Subsea Equipment, Umbilical's, Risers etc.

- Loadouts and Offloads
- Transportation
- Installation

### Project Material - Marine Transportations (Ship / Barge Transportations)

- Loadouts
- Transportation (lashing and securing if on a ship/Sailaway if on a barge)
- Lifting and setting down at interim locations

The following table details all the required activities (reviews, independent checks & calculations, attendances etc.) and specific conditions that may apply associated with the above COA.

This document contains the SOW intended to be used with the JNRC Upstream Construction Marine Warranty Survey Endorsement (JR2019-006A).

## Scope of Work (SOW) 1:

### General Activities applicable to all sections

The activities required by this section relate to all sections. During attendance for a specified operation, the Marine Warranty Surveyor (MWS) is to check compliance with all relevant documents approved. The MWS is to check that all recommendations have been closed out with respect to vessels agreed to be fit for purpose. The MWS is to also check that all critical actions required as per HAZOP, HAZID and SIMOPS have been addressed prior to issuing the associated COA.

Activity	Review & Approve Procedures / Drawings / Design Calculations	Attend
Master Document Register	X	
Metoccean criteria, including: - limiting seastate - wind - loop & eddy currents - ice formation & ice loading - met-ocean windows for all marine operations	X	
Weather forecasting procedures	X	
Independent Weather and Met Ocean forecasting including (loop and eddy currents) for all marine operations for the issuing of COAs	X	
Project Details / Schedule	X	
Standards, design codes and recommended practices for marine operations in accordance with good industry practice	X	
Project QA/QC procedures for loadout, transportation and installation & non-conformance reports	X	
Management of Change procedures	X	
Third Party Verification: - Drilling interface (for foundation washout) - Vessel interface (for DP thruster action scour) - Geotechnical interface (Piling)	X	
Project Communications and Interfaces	X	
Weight reports, CoG (and Gyradius) and weight contingency factors	X	
Procedures for use of installation vessels/equipment including ROVs, ROV tooling, pile hammers, etc.	X	
Loadout Manual(s) including ballast plan, moorings, quay strength, vessel strength, seafastening and intact and damaged stability (for all incremental stages).	X	
Suitability surveys of all vessels required for an operation (including Crane Vessels, HLV's, Pipelay vessels etc.)	X	X Issue report confirming vessel is suitable
DP if required: Operations Manual (vessel specific), SIMOPS procedures, ASOG	X	
Tug Suitability Survey	X	X
- Tug (including manoeuvring tugs) suitability survey and approval - Change of tug shall require reissue of certificate of approval		

Activity	Review & Approve Procedures / Drawings / Design Calculations	Attend
<ul style="list-style-type: none"> <li>- Confirm valid Class certificate, with no outstanding conditions of class (or agree all outstanding conditions of Class as not being material to the intended operations.)</li> <li>- Valid bollard pull test certificate</li> <li>- Redundancy of systems</li> <li>- Crew competency proven and valid training records</li> <li>- Communications</li> </ul>		
Towage Equipment Suitability Survey	X	
<ul style="list-style-type: none"> <li>- Towing equipment certificates validity prior to tow</li> <li>- Current towing equipment NDT inspection prior to tow (comment on adequacy &amp; frequency)</li> <li>- Towing wire certification validity prior to tow</li> <li>- Towing arrangement (equipment &amp; wire design &amp; installation)</li> </ul> <p>Design of towing systems for anticipated environmental forces shall be in accordance with recognised industry standards (e.g. the relevant section(s) of ISO19901-6)</p>		
Transportation Vessel/ Loading & Unloading Equipment	X	X
<ul style="list-style-type: none"> <li>- Confirmation of suitability of Transportation Vessel</li> <li>- Confirmation that the Transportation Vessel has a valid IACS Class certificate, and is class maintained (with no conditions of class) (or agree all outstanding conditions of Class as not being material to the intended operations.)</li> <li>- Valid loadline certificate</li> <li>- Relevant valid ISM &amp; SOLAS certification</li> <li>- Verification of the adequacy and structural strength of the cribbing and sea fastenings</li> <li>- Confirmation good working order of all operational equipment and machinery required for loading and unloading operations (including contingency items)</li> <li>- DP suitability: Is the DP capability the weakest component? In this respect consider FMEA, redundancy, weather limitations, jacking transition (in fast currents, for instance), DP compatibility and capability with respect to project requirements</li> <li>- Seaworthiness and water-tight integrity</li> </ul>		
Voyage Manual/Towmaster Instructions	X	X

<p>Transportation Manual(s) including:</p> <ul style="list-style-type: none"> <li>- Bollard pull requirements</li> <li>- Configuration of tugs</li> <li>- Vessel strength</li> <li>- Intact and damaged stability</li> <li>- Voyage details</li> <li>- Contact information</li> <li>- Pre-voyage Tow Plan and Risk Assessment</li> <li>- Route Planning (incl. sea room, safe havens and refuelling)</li> <li>- Hazard identification</li> <li>- Trim &amp; stability - ability to withstand environmental forces (wind, wave, current)</li> <li>- Weather routing</li> <li>- Confirm that the MODU has a valid Class certification without Conditions of Class (or agree all outstanding conditions of Class as not being material to the intended operations.)</li> <li>- Valid loadline certificate</li> <li>- Relevant valid ISM &amp; SOLAS certification</li> <li>- Fuel requirements (contingency)</li> <li>- Communications (Reporting Protocols) &amp; language restrictions</li> <li>- Manning levels justified</li> <li>- Riding crew (including Towmaster) competency proven and valid training records</li> <li>- Navigational Aids (Nav aids)</li> <li>- Tow routes/passage plans and safe havens including: <ul style="list-style-type: none"> <li>Checking underkeel clearances</li> <li>Side and overhead clearances for all movements</li> <li>Planned contingency movements</li> <li>Review of surveys of final and contingency locations</li> </ul> </li> </ul>	X	X Check Compliance
<p><b>Contingency Planning for Emergencies</b></p>	X	
<ul style="list-style-type: none"> <li>- Bunkering</li> <li>- Line parting, availability of spare tow line, rigged reconnection equipment and adequate sea room</li> <li>- Emergency survival anchor and deployment method in event of tow failure close to shore</li> <li>- Availability of additional vessels</li> <li>- Tug equipment failure</li> <li>- Engine failure</li> <li>- Heavy weather/storm approach, including safe approach to shore/safe haven</li> <li>- Grounding</li> <li>- Collision</li> <li>- Fire and explosion</li> <li>- Damage stability</li> <li>- Water ingress through valves</li> <li>- Structural failure</li> <li>- Key equipment breakdown (critical spares)</li> <li>- DP incident</li> <li>- Riding crew evacuation</li> </ul>		
<p>Installation Manual(s) including description of all aspects of installation</p>	X	

Positioning, including verification of positioning requirements, anchoring and mooring calculations, DP requirements including; up to date FMEA, DP annual trials report, ASOG, DP operations manual (vessel specific), reference system setup (targets for relative references). For cable laying; use of DP and pull ahead anchors. For shallow water: thruster seabed interaction and seachest clearance.	X	X
Confirmation of verification of design and Class or build quality where class not confirmed	X	
HUC and Project handover	X	
Sufficiency of data acquisition & testing for soil/rock mechanics and geotechnical parameters for foundations at proposed locations until completion of installation.	X	
Adequacy of structures to withstand loads during loadout, tow/transportation, lifting, mating and installation operations	X	
Cranes and Lifting Equipment details including Certificates and Inspection Records	X	
Main and Emergency Towing equipment details and connection points <sup>1)</sup>	X	X
Emergency contingencies	X	
Marine Hazid, Marine Hazop & SIMOPS	X	X
Confirm adequacy and on-site integrity (and acceptable functioning) of sea-state monitoring equipment	X	X
Prototypical & Step-Out Technology Items (Any items that may have an effect on MWS approved activities - temporary or permanent phases): - Qualification of Items - Testing of Items - Assurance of Performance and Reliability	X	X

X Denotes activity to be performed

Notes for 1. General Activities

- i) Visual inspection and confirmation that the actual tow arrangement is fully consistent with the tow arrangement drawings(s) and specifications. Confirm all relevant certificates in date.

Notes applicable to all sections:

- MWS shall only issue COAs for operations they physically attend.
- MWS activities to be carried out independently of Class attendance/requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

## Scope of Work (SOW) 2:

### Fixed Platforms (Jackets, Topsides, Decks, Modules, Mono-Pod, Minimum Facility Structures, Compliant Towers, Guide Towers, Jack-Up Production Systems etc.)

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
<b>Fabrication and Loadout</b>			
Loadout Procedures Manual: Trailered / Skidded / Lifted / Floated on / etc.	X	X Check Compliance	
Motive power systems (winches, trailers, SPMT's etc.)	X		
Structural strength of skidding system or trailers for required operation	X		
Quayside Capacity for Load	X		
Link beam/bridge design	X		
Rigging and lift point design	X		
Capability and certification of cranes	X		
Grillage structural checks	X		
Water depth, tidal limitations	X		
Certification of all loadout equipment	X		
Emergency contingency plans	X		
Ballast system trials	X	X	
If "Floated on" full stability, strength and detailed procedures including HLV securing info, ballasting, cribbing and location details	X		
Loadout operation (tide, ballasting and Loadout operational limitations)	X	X	X
<b>Transportation</b>			
Transportation / Towing manual	See SOW 1 for details X		
Procedure for departure (including draught, tidal, environmental limits)	X		
Motion Response analysis	X		
Grillage, Seafastening, Cribbing and Lashing design, including Fatigue design considerations (inc. NDT requirements)	X	X	
Firefighting, Life Saving and emergency equipment for manned tows	X	X	
Emergency anchors and mooring including, mounting and release system.	X		
Internal seafastenings / voyage protection	X	X	
Self Propelled Ships Lashings and Securing	X	X	X
Intact and Damaged Stability	X		

Review and approve tow routes, weather windows and safe havens using a suitable marine transportation method or software appropriate to the voyage	X perform independent assessment		
Towage / Transportation (including Platform Modification modules)	X	X Attend Sailability	X Issue COA for Sailability
Anti-Piracy Measures	X		
Mooring adequacy on arrival to withstand Natural Hazard exposure for both temporary and long term moorings	X		
<b>Installation (including Ship to Ship transfers and Lifted and Trailered Load-Offs)</b>			
As installation configurations and techniques vary significantly, notwithstanding the requirements in the section below where there are discrete offshore installation operations with possible hold points between each of these operations, COAs are required for the commencement of each of these operations.			
Installation manual (version reviewed and approved by MWS) at site.	X	X Check Compliance	
Site/seabed survey and water depth	X		
Launch preparations including seafastening removal and barge ballasting	X	X	
Positioning, including verification of positioning requirements, anchoring and mooring calculations, DP requirements including; up to date FMEA, DP annual trials report, ASOG, DP operations manual (vessel specific), reference system setup (targets for relative references). For cable laying; use of DP and pull ahead anchors. For shallow water: thruster seabed interaction and seachest clearance.	X	X	
DP: Transition between DP and Jacked-up reference setup and handling, blind spots, forbidden thruster zones, fast currents and similar considerations. Ensure vessel has done an up to date annual DP trial (less than 12 months from previous +/- 3 months (IMCA M190). The FMEA must be less than 5 years old since last update. Applicable standards: IMO 645, MSC.1/Circ.1580, IMCA M166 in their latest revision.	X		
Installation vessel position, monitoring and control, including DP, if applicable, including position references (available measurement principles within equipment class requirements).	X	X	
<b>Crane suitability:</b> Crane(s) to be inspected prior to lifting operations taking place. The inspection shall include but not be limited to: - Crane Certification and Vessel Class - Operating history - Maintenance and repair records for Crane and Marine systems - An external visual examination of the Crane(s) and Vessel.	X	X	

Floating Cranes DP & Ballast Systems trials	X	X	
FOU installation from a floating vessel on DP: - Resonance considerations between crane and DP. - Clearance of closest point to asset.	X		
FOU installation from a floating vessel: Interaction of motion compensated pile gripper with DP, FMEA for the system which should include the effects of pile gripper sensor/actuator failure and the respective effect on positioning accuracy and stability.	X		
Template docking	X	X	
Jacket on-bottom stability including mud mat design	X		
Static and dynamic hook load calculations (single and dual crane lifts) including considerations for lifting through water. The independent calculations performed shall include environmental limitations and be in accordance with the approved crane(s) curves. All lifting factors shall be approved by MWS	X		
Lifting equipment design and certification	X		
Jacket Installation: - Jacket Launch operation - Jacket upending - Jacket Lift (Strength Check verifying capability of withstanding installation forces including Hydrostatic Collapse Checks for leg collapse and checks on single compartment damage stability)	X	X	X COA to be provided for and prior to sequence of irreversible operations
Temporary Installation aids including: - Lift points - Bumpers and Guiding Systems - Buoyancy Tanks and attachment (and removal) to Jackets (including collapse check and point loading assessment) - Launch frames - Positioning systems, etc.	X	X	
As-built dimensions of jacket / module interfaces	X		
Piling operations including calculations, analysis and Installation Manuals	X	X	X
Grouting including: - System Integrity - Grouting operations - Confirmation of grout strength - Testing of grouting pumps under full load	X	X	
Installation vessel position, monitoring and control	X	X	
Integrated deck / MSF / Module Lift (including Platform Modifications) / Floatover	X	X	X COA to be provided for and prior to each sequence of irreversible operations

X Denotes activity to be performed

Notes applicable to all sections:

- MWS shall only issue COAs for operations that they physically attend.
- MWS activities to be carried out independently of Class attendance/requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

### Scope of Work (SOW) 3:

### Floating Structures (FPSO, FDPSO, FGSO, FPS, FPF, FPU, FSO, FSU, FLNG, TLP, SPARS, MOPS, Semi-Subs, Towed Structures – Jackets, Steel and Concrete GBS’s, CALM Buoys, etc.)

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
<b>Fabrication and Loadout</b>			
Vessel condition including confirmation of Class. In the absence of Class confirm vessel is structurally suitable for intended voyage and that all appropriate analyses and verifications have been performed	X	X	
Dry transport vessel suitability Survey	X	X	
Mooring system adequacy in fabrication and integration yards (and other locations where moored to withstand natural hazard exposures e.g. storms, typhoons etc. including consideration of duration of mooring). Prior to issuing COA for facility to depart to new mooring location it must be confirmed that all required mooring bollards and pre-tensioning systems are in place at the new location	X	X Attend to confirm installed mooring	X
Stowage and securing	X	X	
Structural strength. MWS to perform risk assessment of potential fatigue damage from transportation and installation phases and, based on this, determine if independent verification of the Project's fatigue assessments for these phases is required and report findings to Underwriters for a decision to be made.	X		
Towing equipment and configuration	X	X	
Module Loadout (inc. Trailered / Skidded / Lifted / Floated-on / etc.) and transportation	X	X	X
Module lift onto floating structure	X	X	X
Loadout (inc. Float-on, Skidded, Transverse Loadout and Lifted). Check compliance with loadout manual (version reviewed and approved by MWS) at site.	X	X	X
<b>Sailaway and Transportation (see Scope of Work (SOW) 1 for details)</b>			
Check compliance with transportation manual (version reviewed and approved by MWS) at site.	X	X	
Transportation route and weather conditions	X		
Bunkering	X		
Propulsion systems	X	X	
Stability, ballasting and watertight integrity	X	X	
Seakeeping / Vessel Motions	X		

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
Equipment required for safe navigation as per IMO statutory requirements and MWS guidelines as applicable	X	X	
Manning (Minimum and Maximum Safe Manning to be determined).	X		
Confirm vessel is structurally suitable for intended voyage to site and all appropriate analyses and verifications have been performed.	X	X	
Vessel Sailaway (both dry transport vessel and host)	X	X Attend Sailaway	X Issue COA for Sailaway. Not to be provided unless berthing / mooring arrangements at destination have been approved or contingencies agreed in writing
Berthing arrangements at integration yards	X	X	X
<b>Installation (including ship to ship transfers)</b>			
Float-Off	X	X	X
Check unit undamaged during voyage (either during tow, self-powered voyage or HLV transportation)		X	
Check moorings (piles, chains, foundations, etc.), tendons or tethers installed correctly	X	X	X for long term moorings
Positioning, including verification of positioning requirements, anchoring and mooring calculations, DP requirements including; up to date FMEA, DP annual trials report, ASOG, DP operations manual (vessel specific), reference system setup (targets for relative references). For cable laying; use of DP and pull ahead anchors. For shallow water: thruster seabed interaction and seachest clearance.	X	X	
DP: Transition between DP and Jacked up Reference setup and handling, blind spots, barred thruster zones, quick current or similar functionality. The vessel must have an up to date annual DP trial (less than 12 months from previous +/- 3 months (IMCA M190). The FMEA must be less than 5 years old since last update. Applicable standards: IMO 645, MSC.1/Circ.1580, IMCA M166 in their latest revision.	X		
Installation on DP: - Interaction of Crane with DP system (resonance in oscillations around target position to be considered in review of operation manuals).	X	X	
Installation vessel position, monitoring and control, including DP, if applicable,	X	X	

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
including position references (available measurement principles within equipment class requirements).			
Move unit into position ready for hook-up	X	X	X
Connect unit to pre-installed moorings or tethers	X	X	X
Connect infrastructure (risers, umbilical's, SCRs, cables, conductors etc.)	X	X	X
Module / Flare / Moorings and any other structures	X	X	X
Post installation work (additional module lifts, floating hose installation, etc.	X	X	X

X Denotes activity to be performed

Notes applicable to all sections:

- MWS shall only issue COAs for operations that they physically attend.
- MWS activities to be carried out independently of Class attendance / requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

## Scope of Work (SOW) 4:

### Pipelines, Pipe In Pipe (PIP) & Bundles

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
<b>Fabrication and Load-out</b>			
Pipe joint / reel storage and handling	X	X	X
Pre-bending and straightening analysis (reeled rigid spools)	X		
Pipe loading and offloading		X	X
Pipe barge sailaway		X	X
<b>Transportation (for all or first in series depending upon criteria and agreement) (see Scope of Work (SOW) 1 for details)</b>			
Pipe stacking analysis (concrete coated pipe)	X	X	X
Seafastening and blocking arrangements	X	X	X
Floating Pipe/Pipe Bundle Tow analysis and procedures (if applicable)	X	X	X
Air bag (buoyancy module/aid) design (if applicable)	X		
Pipe staging or wet storage analysis and procedures (if applicable)	X		
Pipe stacking analysis (concrete coated pipe)			
<b>Installation</b>			
Metocean criteria, including variation in limits as related to water depth (if applicable)	X		
All 7-day weather forecasts and associated procedures	X		
Pipeline Installation Analysis (to be reassessed if configuration changes e.g. stinger changes, etc.) To include lay, expansion, on-bottom stability and free-span analysis	X	X Underwriter will stipulate if full attendance is required	
Laydown (including preservation procedures for long laydowns and met ocean criteria for commencement of temporary laydown)	X	X If laydown period anticipated to exceed 1 month	X
Buckle avoidance and detection strategy inc. pipeline tension, load cell calibration, buckle detectors and D/t limitations	X		
Field joint coating	X		
Installation Aids - DMA, A&R Head	X		
Pipeline Abandonment and Recovery Procedures including tropical revolving storm contingency procedures	X		
Positioning, including verification of positioning requirements, anchoring and mooring calculations, DP requirements including; up to date FMEA, DP annual trials report, ASOG, DP operations			

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
manual (vessel specific), reference system setup (targets for relative references). For cable laying; use of DP and pull ahead anchors. For shallow water: thruster seabed interaction and seachest clearance.			
DP: Transition between DP and Jacked up Reference setup and handling, blind spots, barred thruster zones, quick current or similar functionality. The vessel must have an up to date annual DP trial (less than 12 months from previous +/- 3 months (IMCA M 190). The FMEA must be less than 5 years old since last update. Applicable standards: IMO 645, MSC.1/Circ.1580, IMCA M166 in their latest revision.	X		
Installation on DP: - Interaction of Crane with DP system (resonance in oscillations around target position to be considered in review of operation manuals).	X	X	
Installation vessel position, monitoring and control, including DP, if applicable, including position references (available measurement principles within equipment class requirements).	X	X	
Route contingency procedures for debris, reefs, anchorages, UXO (unexploded ordnances), boulder fields etc.	X		
Management of Change (MOC) MWS sign-off	X		
Horizontal Drilling at shore approach (target box position confirmation and contingency)	X	X	X
Shore approach/pull-in design including dredging and backfilling.	X		
Onshore pipe fabrication and shore/beach-pull analysis and procedures (if applicable)	X	X	X
Shore/beach-pull abandonment and recovery contingencies (if applicable)	X	X	X
Start-up and Initiation and crossings	X	X	X
Installation aids – DMA, A & R head	X	X	
Assess pipelay equipment and machinery for adequacy. Witness tensioner calibration.	X	X	
Pipelay Vessels DP Trials thrust test/DMA pull test	X	X	
Pipelay (procedures including lay, expansion, on bottom stability, slope stability, mattress protection, rock dumping and free-span analysis)	X	X Underwriter to stipulate extent of attendance required	

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
Field joint coating repair/non-compliance procedures	X		
Crossings	X	X	X
Termination and Completion	X	X	
Trenching and backfilling (if separate activity to Pipelay)	X	X Underwriter to stipulate extent of attendance required	X for initiation of activity
Planned temporary laydown (including abandonment and recovery procedure and associated forecasting and met-ocean limits for commencement of laydown and preservation procedures for long laydowns)	X If laydown period anticipated to exceed 1 month		
Tie-in (to existing tie-ins and above water tie-ins)	X	X for hot-tap tie-ins	X for hot-tap tie-ins
Shore approach / pull-in design including Micro-Tunnelling, HDD, Pull-Ins, dredging and backfilling.	X	X	X
HUC, Cleaning, Gauging and Pressure testing procedure	X		
Contingencies including - Abandonment and recovery and Dry / Wet buckle	X		
Pipeline Bundles – Commencement of Tow	X	X	X
Pipeline Bundles – Tow (inc. contingency provisions)	X		
Pipeline Bundles – Laydown at site	X	X	X
Pre-commissioning including cleaning, gauging, and pressure testing	X	X	X

X Denotes activity to be performed

Notes applicable to all sections:

- MWS shall only issue COAs for operations that they physically attend.
- MWS activities to be carried out independently of Class attendance / requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

## Scope of Work (SOW) 5:

### Subsea Equipment, Cables, Umbilical's, Flow Lines and Risers (In-Line Tees, Manifolds, SDU, SUTU, PLETS, PLEMS, etc.)

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
<b>Fabrication and Load-out</b>			
Load-out	X	X	X
<b>Transportation (see Scope of Work (SOW) 1 for details)</b>			
Transportation including sea-fastening for barge transport	X	X	X COA for Sailaway
Self-propelled transport	X	X	X COA for lashing and securing
<b>Installation (inc. ship to ship transfers)</b>			
Installation of lines (inc. static and dynamic analyses for all flexible umbilical's, flow-lines and risers)	X	X	X
On-bottom stability, slope stability	X		
Suction piles (foundations / anchors)	X	X	X
Installation equipment (lifting and lowering, docking and positioning analyses)	X	X	
Installation on DP: - Interaction of Crane with DP system (resonance in oscillations around target position to be considered in review of operation manuals).	X	X	
Positioning, including verification of positioning requirements, anchoring and mooring calculations, DP requirements including; up to date FMEA, DP annual trials report, ASOG, DP operations manual (vessel specific), reference system setup (targets for relative references). For cable laying; use of DP and pull ahead anchors. For shallow water: thruster seabed interaction and seachest clearance.	X	X	
DP: Transition between DP and Jacked up Reference setup and handling, blind spots, barred thruster zones, quick current or similar functionality. The vessel must have an up to date annual DP trial (less than 12 months from previous +/- 3 months (IMCA M 190). The FMEA must be less than 5 years old since last update. Applicable standards: IMO 645, MSC.1/Circ.1580, IMCA M166 in their latest revision.	X		
Installation vessel position, monitoring and control, including DP, if applicable,	X	X	

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
including position references (available measurement principles within equipment class requirements).			
Subsea Structures (Manifolds / SUTUs / SDUs / PLETs / PLEMs etc.)	X	X	X
Temporary installation aids, rigging, etc.	X		
Riser / Umbilical installation at platform / FPSO	X	X	X
Hook-up, commissioning and project handover. Inc. hydrotests	X	X	
Contingency procedures for recovery of damaged subsea components	X		

X Denotes activity to be performed

Notes applicable to all sections:

- MWS shall only issue COAs for operations that they physically attend.
- MWS activities to be carried out independently of Class attendance / requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

## Scope of Work (SOW) 6:

### Marine Transportations (Project Materials, Equipment, Line Pipe, Skids, Items, Part Modules, Components etc. and including brownfield projects))

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
<b>Ship or barge Transports (see Scope of Work (SOW) 1 for details)</b>			
Load out and Offload documentation (inc. seafastening design, barge layout and ballasting)	X		
Loadouts and Offloads (inc. Trailered / Skidded / Lifted / Floated on / etc.) and seafastenings	X	X	X
Loadout Pads (for grounded loadouts)	X	X	
Transportation	X	X	X COA for Sailaway
Voyage Protection	X	X	
Lifting and setting down / securing at interim locations	X	X	X
<b>Shipping</b>			
Cargo carriage: - Shipping - Road - Rail - Air	X MWS to review and advise if MWS scope required	X	X

X Denotes activity to be performed

Notes applicable to all sections:

- MWS shall only issue COAs for operations that they physically attend.
- MWS activities to be carried out independently of Class attendance / requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

## Scope of Work (SOW) 7:

### Vessel Activity During Construction Period

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
<b>All Project Vessels (Inc. Semi-Sub Rigs and Floatels)</b>			
Mooring within 500m of Project Facilities (Platforms, Templates / Manifolds / Pipelines)	X	X	
Vessels operating on DP within 500m of existing project facilities, including DP system adequacy, redundancy and condition	X	X attend DP trials	
Vessel Traffic Management	X		
<b>Jack-Up Rigs - For more detail see JNRC Rig Move SOW (JR2019-005)</b>			
Project MWS to: - Perform JNRC Rig Location & Move SOW (JR2019-005) issuing all COAs required for move onto and off location. Unless, - Able to agree acceptability of Rig Owner MWS company including competency of key individuals and companies (soils analysis etc.) to be used on rig move; and - Confirm Rig Owner MWS company will use JNRC Rig Location & Move SOW (JR2019-005)	X	X	X if Project MWS provides agreement in writing confirming acceptability of Rig Owner MWS, COAs issued by Rig Owners MWS as per JNRC Rig Location & Move SOW (JR2019-005) will satisfy the warranty requirement of this SOW

X Denotes activity to be performed

Notes applicable to all sections:

- MWS shall only issue COAs for operations that they physically attend.
- MWS activities to be carried out independently of Class attendance / requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

## Scope of Work (SOW) 8:

**Incidental Decommissioning within construction projects. For standalone project decommissioning see JNRC Decommissioning SOW (JR2026-004)**

	Review & Approve Procedures / Drawings / Design Calculations	Attend	Issue Certificate of Approval (COA)
Decommissioning documentation including method statements, procedures, Risk Assessments, HazOp, HazId, SIMOPS, etc.	X		
Anchoring within 500m of Existing Facilities (Platforms, Templates / Manifolds / Pipelines)	X	X	
Commencement of dismantling		X	X COA for commencement of continuous activity leading to Sailaway
Seafastening / Securing and transportation	X	X	X COA for Sailaway
Offloading at disposal (and any interim) sites	X	X	X
Vessel Traffic Management	X		

X Denotes activity to be performed

Notes applicable to all sections:

- MWS shall only issue COAs for operations that they physically attend.
- MWS activities to be carried out independently of Class attendance / requirements.
- MWS to use a recognised industry standard (e.g. the relevant section(s) of ISO19901-6) as minimum standards in the execution of this SOW or a clearly defined set of standards agreed by Underwriters.

## Abbreviations

A&R	Abandon and recovery
ASOG	Activity Specific Operating Guidelines
CALM	Catenary Anchor Leg Mooring
COA	Certificate of Approval
DMA	Dead man anchor
DP	Dynamic Positioning
D/t	Diameter / Thickness
FDPSO	Floating Drilling Production Storage and Offloading
FGSO	Floating Gas Storage and Offloading
FLNG	Floating Liquefied Natural Gas
FMEA	Failure Mode and Effects Analysis
FOU	Floating Offshore Unit
FPF	Floating Production Facility
FPS	Floating Production System
FPSO	Floating Production Storage and Offloading
FPU	Floating Production Unit
FSO	Floating Storage and Offloading
FSU	Floating Storage Unit
GBS	Gravity Based Structure
GSOW	Generic Scope of Work
HAZID	Hazard Identification
HAZOP	Hazard and Operability
HDD	Horizontal Directional Drilling
HLV	Heavy Lift Vessel
HUC	Hook-up and commissioning
IACS	International Association of Classification Societies
IMO	International Maritime Organisation
ISM	International Ship Management (Certificate)
JNRC	Joint Natural Resources Committee
JSA	Job Safety Analysis
MOPS	Mobile Offshore Production Systems
MOU	Mobile Offshore Unit
MSF	Module Support Frame
MWS	Marine Warranty Survey (or Surveyor)
NDE	Non Destructive Examination
NDT	Non Destructive Testing
PLEM	Pipeline End Manifold
PLET	Pipeline End Termination
QA/QC	Quality Assurance / Quality Control
RFHU	Ready For Hook Up
ROV	Remotely Operated Vehicle
RPD	Rack Phase Difference
SCR	Steel Catenary Riser
SDU	Subsea Distribution Unit
SIMOPS	Simultaneous Operations
SOLAS	Safety Of Life At Sea
SPMT	Self Propelled Modular Transporter
SUTU	Subsea Umbilical Termination Unit
TLP	Tension Leg Platform
VIV	Vortex Induced Vibration

## JNRC MWS Certificate of Approval (COA) Requirements

The Certificate of Approval (COA) is the final document in an approval process that includes numerous activities such as:

- Survey attendances for suitability and/or condition of a vessel
- Site assessment and vessel surveys
- Document reviews and re-reviews
- Site attendance to review preparations

As a result the COA is not a stand-alone document and the above activities must be referenced to ensure the whole process is completed to the attending surveyor's satisfaction with its signing.

### Basic Requirements

1. A COA must only be issued if the surveyor signing the COA has witnessed the preparations for the operation and is in attendance at the site. It should be issued immediately prior to the commencement of the operation.

Exception: Location approvals of MOUs where the COA is issued by the approving office.

The COA should also be signed by the Assured's person in authority on site to acknowledge receipt of the COA and acceptance of the recommendations.

2. To assure validity of the COA, approval documentation from the office that performed the desk top reviews of the operation confirming the acceptability of the documents reviewed (plans, procedures, calculations etc.) shall be provided to the attending MWS.
3. Each COA shall have a unique number.
4. The title on the COA must be sufficient to identify the operation being approved.
5. The MWS's name shall be printed underneath the signature.
6. The time at which the issuing of the COA has been approved shall be recorded and a period of validity for the COA must also be recorded.
7. The original COA shall be given or sent to the Assured with copies retained by the MWS company.
8. Traceability of the COA is required by reference to the principal document(s) approved for the operation.
9. Where appropriate vessel capacity (bollard pull, DWT., GRT., displacement etc.) is to be documented to help define a vessel's suitability for an operation.
10. For any COAs issued for the "first in series only" this shall be clearly stated on the COA.
11. Checklists may be appended to the issued COA if required to clarify the scope of the approval.

12. All recommendations related to the operation must be complied with prior to the issue of the COA and the COA must not be subject to any outstanding recommendations. However, any recommendations intended to be complied with after the issue of the COA, as mandated by the MWS, for example to cover an activity after a tow departs or compliance with a procedures document, shall be specific, measurable, achievable, reasonable, time-bound and clearly listed, attached to and referenced in the COA .
  
13. A UMR (Unique Market Reference) number is to be provided on all COAs. This number is available through the Lead Underwriter insurer and the Assured's Broker. A UMR is a unique number allocated to each individual policy. The UMR will enable clear traceability as to the Policy to which the COA pertains.

## Notes:

### 1. COA for the “first in series only”:

When approval for a repeated operation is required, for instance, to approve twenty shipments of pipe, then the operations approved must be identical in all material respects to the first operation otherwise individual COAs are required for each operation. For instance, the quantity, securing arrangements, vessel ballasting and trim condition and limiting weather criteria must all be the same. No additional cargo, change of securing practices, change of route, change of tug or other alteration, compared to the initially approved condition, may be permitted without reference to the MWS. Where the change(s) are acceptable the MWS must endorse the original COA or issue a new COA.

### 2. Failure to Issue COA:

If the processes required for approval are incomplete then the COA must not be issued. For example, if approved documentation from the MWS office performing the desk-top reviews has not been received or if recommendations issued by the MWS Office or attending MWS surveyor have not been completed or implemented.

### 3. COAs which, after issuing, no longer conform to the operation originally approved:

If, after issuing the COA, the attending MWS surveyor notes any non-compliance with the basis on which the COA approval was provided or with any recommendation, intended to be completed after the issue of the COA, the attending MWS surveyor shall issue a document of non-compliance formally identifying how the terms, conditions and any recommendations of the COA have been contravened. In such circumstances, subject to confidentiality undertakings of the MWS company, the Lead Underwriter is to be informed of this and the surrounding circumstances at the first opportunity. In all cases the MWS company must ensure that the Assured's representative is made aware of the situation.

**Suggested Certificate of Approval format for a Towage**

MWS Company name: \_\_\_\_\_

Project No: \_\_\_\_\_ Certificate No: \_\_\_\_\_ UMR No: \_\_\_\_\_

**Project Title****Towage of the \_\_\_\_\_ on the barge \_\_\_\_\_ by the tug(s) \_\_\_\_\_****From \_\_\_\_\_****To \_\_\_\_\_**

**This is to Certify** that this office, acting on behalf of (the MWS Client) has reviewed the procedures for the above operation in the document(s):

Title: \_\_\_\_\_ Doc. No: \_\_\_\_\_

\_\_\_\_\_

Rev. No. \_\_\_\_\_

The undersigned has also witnessed the preparations for the towage of the \_\_\_\_\_ on the barge \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

Towage by the tug "vessel name" owned by \_\_\_\_\_ is hereby approved based on

\* a bollard pull of \_\_\_\_\_ tonnes as stated in the Certificate issued by company name on date

\* an estimated realistic bollard pull of \_\_\_\_\_ tonnes

\* *Delete as applicable*

and that it is generally fit to undertake the tow.

No responsibility is accepted by this office for the way in which the towage is undertaken following departure.

Any alterations in the surveyed items and/or deviations from the approved procedures after the issue of this Certificate of Approval may render this Certificate invalid unless approved by this office (prior to commencement of the operation).

This Certificate is issued in accordance with (terms and conditions, service contract, variation order etc.) dated \_\_\_\_\_. It is issued solely for the purposes of the proposed operation and is based upon external conditions observed by the undersigned of the hull, machinery and equipment without removal, exposure, operating or testing of parts. This Certificate shall not be deemed or considered to be a general Certificate of Seaworthiness.



JNR2026-002  
30 March 2026

For and on behalf of:

Receipt of this COA is hereby  
acknowledged by:

MWS Company name

Client company name

\_\_\_\_\_

\_\_\_\_\_

Print surveyor's name

Print name

Time: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

Location: \_\_\_\_\_ (port/town and country)

**Recommendations:**

**(Note: Recommendations are to be specific, measurable, achievable, reasonable, clearly listed and state the time by which the recommendation is to be completed)**

1. \_\_\_\_\_  
\_\_\_\_\_
  
2. \_\_\_\_\_  
\_\_\_\_\_
  
3. \_\_\_\_\_  
\_\_\_\_\_
  
4. \_\_\_\_\_  
\_\_\_\_\_
  
5. \_\_\_\_\_  
\_\_\_\_\_
  
6. \_\_\_\_\_  
\_\_\_\_\_

**Suggested Certificate of Approval format for a Loadout**

MWS Company name:- \_\_\_\_\_

Project No: \_\_\_\_\_

Certificate No: \_\_\_\_\_

UMR No: \_\_\_\_\_

**Project Title****Loadout of the \_\_\_\_\_ on the barge by (lifting/skidding/SPMT)****at \_\_\_\_\_**

**This is to Certify** that this office, acting on behalf of (the MWS Client) has reviewed the procedures for the above operation in the document(s):

Title: \_\_\_\_\_

Doc. No: \_\_\_\_\_

Rev. No. \_\_\_\_\_

The undersigned has also witnessed the preparations for the loadout of the \_\_\_\_\_ on the barge at \_\_\_\_\_ in \_\_\_\_\_.

The referenced loadout procedure is satisfactory, and the proposed loadout is within the stated capacity of the crane/SPMT/equipment to be used and barge.

Subject to compliance with the stated procedures and any additional recommendations submitted by this office the loadout of the \_\_\_\_\_ onto the barge \_\_\_\_\_ is hereby approved.

Any alterations in the surveyed items after the issue of this Certificate of Approval may render this Certificate invalid unless approved by this office (prior to commencement of the operation).

This Certificate is issued in accordance with (terms and conditions, service contract, variation order etc.) dated \_\_\_\_\_. It is issued solely for the purposes of the proposed operation and is based upon external conditions observed by the undersigned of the hull, machinery and equipment without removal, exposure, operating or testing of parts.

For and on behalf of:

Receipt of this COA is hereby  
acknowledged by:

MWS Company name

Client company name

\_\_\_\_\_  
Print surveyor's name\_\_\_\_\_  
Print name

Time: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_ (port/town and country)

**Recommendations:**

**(Note: Recommendations are to be specific, measurable, achievable, reasonable, clearly listed and state the time by which the recommendation is to be completed)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**Suggested Certificate of Approval format for an Offshore Installation**

MWS Company name: \_\_\_\_\_

Project No: \_\_\_\_\_

Certificate No: \_\_\_\_\_

UMR No: \_\_\_\_\_

**Project Title****Installation of the \_\_\_\_\_ on the platform by (crane vessel/HLV)****at \_\_\_\_\_ field located at \_\_\_\_\_**

**This is to Certify** that this office, acting on behalf of (the MWS Client) has reviewed the procedures for the above operation in the document(s):

Title: \_\_\_\_\_  
\_\_\_\_\_

Doc. No:

Rev. No. \_\_\_\_\_

The undersigned has also witnessed the preparations for the installation of the \_\_\_\_\_ module in the \_\_\_\_\_ field.

The referenced installation procedure is satisfactory and the proposed installation is within the stated capacity of the crane/HLV/equipment to be used.

Subject to compliance with the stated procedures and any additional recommendations submitted by this office the installation of the \_\_\_\_\_ onto the \_\_\_\_\_ is hereby approved.

Any alterations in the surveyed items after the issue of this Certificate of Approval may render this Certificate invalid unless approved by this office (prior to commencement of the operation).

This Certificate is issued in accordance with (terms and conditions, service contract, variation order etc.) dated \_\_\_\_\_. It is issued solely for the purposes of the proposed operation and is based upon external conditions observed by the undersigned of the hull, machinery and equipment without removal, exposure, operating or testing of parts.

For and on behalf of:

Receipt of this COA is hereby  
acknowledged by:

MWS Company name

Client company name

\_\_\_\_\_  
Print surveyor's name\_\_\_\_\_  
Print name

Time: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

Location: \_\_\_\_\_ (port/town and country)

Append Recommendations and Checklist to each COA referring to the unique number of the Certificate of Approval on each page so that the documents can be associated with each other.

**Recommendations:**

**(Note: Recommendations are to be specific, measurable, achievable, reasonable, clearly listed and state the time by which the recommendation is to be completed)**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

### Suggested Certificate of Non-compliance

MWS Company name: \_\_\_\_\_

Project No: \_\_\_\_\_

Certificate No: \_\_\_\_\_

UMR No: \_\_\_\_\_

#### Project Title

#### Details of activity copied from the COA affected by this note of non-compliance.

On \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, a Certificate of Approval (Certificate Number \_\_\_\_\_), approving the activity or procedure subject to compliance with the Recommendations, was issued.

This Certificate of Non-compliance confirms that, on the date(s) and at the time(s) set out below the following events were observed which, in the opinion of the undersigned amount to non-compliance with the Recommendations in the Certificate of Approval or procedures in the following respects:

1. Recommendation ( \_\_\_\_ ). (Insert full details with dates, times, evidence relied on, photographs etc, emails etc.)
2. Provisions of (procedures) not complied with. (Insert full details with dates, times, evidence relied on, photographs etc., emails etc.)

For and on behalf of

MWS Company name

\_\_\_\_\_

Print surveyor's name

Time: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_ (port/town and country)

#### Receipt of this Certificate of Non-compliance is hereby acknowledged

Signed: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_