
37th meeting of the Ocean Facilities Exchange Group; Bergen, Nov 9th-10th 2016)**Minutes from meeting:**

Present: Colin, Erica, Natalie, Olivier, Juanjo, Klas, Doreen, Miki, Per, OJ

Apologies: None

VPT website discussion

There was significant interest to use the new VPT from IMR, CSIC and Germany (also interest from IFREMER but they are currently moving to a system being developed internally by IFREMER). The cost model for access to the VPT was discussed and needs to be further negotiated across partners.

ACTION: Develop cost model – Colin/Erica

ACTION: Circulate the suggested cost outline and comments to all partners - Erica

ACTION: Arrange a workshop on VPT for all OFEG members in the spring – Colin/Erica

Minutes from last meeting**1. EIA workshop:**

Action 36.10 - Continued interest was expressed in coordinating an OFEG view on seismic EIAs so this action is still standing

ACTION: Send names of each organisations contact to Cecile - Colin

2. NSF ship barter points:

Action 3.2.3 (Complete) -The table of NSF ships was presented to the meeting for discussion; the table needs to be uploaded onto the website following discussion with NSF about the accuracy of the barter points (following our internal review of OFEG ship barter points last year).

ACTION: Upload details on NSF ships to OFEG website (under meeting documents) – Colin

ACTION: Discuss barter points of NERC/NSF ships with NSF – Natalie and Colin

3. MLC6000:

Action 5.2.3.1 - Colin to reword the action regarding MLC2006 to clarify the requirement for each partner to provide details as to how we all classify ships staff, scientists and technicians, as seafarers, transitional seafarers or other.

It was further proposed that all partners advise the joining details for medical, dental, personal survival training requirements and policy of provision of documents when joining.

Erica will put all these details into a single table so we can all share details of the operational and joining instructions of the OFEG fleet.

ACTION: Reword the action to clarify needs on requirements – Colin

ACTION: Send details on MLC 2006 and cruise personnel requirements to Erica, Erica to collate and put into a table for uploading onto the website – Erica/All

4. Feedback from barter cruises:

It was proposed that it should be a requirement for PIs on barter cruises to write some text with pictures for the OFEG website and all partners should promote this requirement for barter cruises on their ships.

ACTION: Arrange a website counter– Colin

ACTION: Promote the forwarding of text and pictures from PIs on all barter cruises - All

ACTION: Monthly email to members for story updates for website – Natalie, Sally

5. Equipment insurance:

Insuring equipment on barter cruise was discussed and Klas has been investigating insurance to cover OFEG barter equipment with the broker used by GEOMAR; the company is interested in understanding the broader requirements of OFEG to insure equipment.

ACTION: Invite insurance contact to OFEG 38 – Klas

ACTION: Add a one hour slot on insurance in the next agenda meeting – Colin

6. Review of barter cruise at OFEG meeting:

Review of barter cruises will be a standing agenda item. Need to have an OFEG PCA form for barter cruises. PIs would have to do this as well as the PCA requirement from the operator

ACTION: Prepare the format for a simple OFEG PCA form for barter cruises – Per and OJ

ACTION: Colin to add review of barter cruises as a standing agenda item

7. Update of OFEG activity document and barter balances:

The activity document was reviewed and discussed with the following actions:

ACTION: Sally to request Sandra to ‘tidy up’ the equipment barter balance table

ACTION: Check website points documents (ship and equipment); advise errors to Colin – All

ACTION: Ifremer to confirm MCS capability and barter availability to Colin – Olivier

ACTION: remove QUEST 4000 from the equipment list – Sally

ACTION: Rename QUEST 6000 to KIEL 6000 – Sally

ACTION: Rename Norwegian ROV 6000 to Aigar ROV 6000 - Sally

ACTION: Barter activity graphs as webpage rather than individual documents – Sally/Sandra

ACTION: Put global barter map onto the front page of the OFEG website – Sally

8. IMR Polar code presentation

IMR outlined what they are doing to make their ships align with the new polar code. OFEG partners need to be thinking about what they need to do in advance of 1 January 2018. IMR have contacts who can assess vessels to see what changes they would need to make to meet the polar code requirements.

ACTION: Add a polar code section on the OFEG website, upload IMR presentation - Sally

9. Moving OFEG-TECH to spring

Over previous years there have been some issues with OFEG-TECH conflicting with INMARTECH causing problems for technicians attending, it was suggested and agreed to move OFEG-TECH to a time prior to the Spring OFEG meeting to resolve this clash.

ACTION: Arrange OFEG-Tech for spring in France – Colin and Olivier

10. Barter points activity document

The new Excel barter points spreadsheet produced by Erica needs reviewing by all partners to add details to the individual barter cruise entries.

ACTION: Check activity document for previous years, add comment to briefly describe cruise and send details to Erica to update the master table - All

ACTION: Send updated table with all comments to Colin to upload on website – Erica/Colin

11. Feedback on barter cruises:

The group discussed feedback from JC134 NIOZ barter on RRS James Cook, no major issues. It was noted that communication could be clearer in the future to avoid any potential misunderstandings due to translation issues or differences in planning procedures. It was agreed that it would be useful to have a simple OFEG PCA form in addition to the individual operator's PCA form, to allow for comparison.

AOB – Geographical security**12.** There was a general issue of security of ships operating in areas of potential piracy and how different partners manage these requirements.

ACTION: Circulate relevant security operating policies – All

ACTION: Add a session on security at OFEG 38 – Colin

New activities for OFEG**13.** Accident reporting:

It was discussed that IRSO had been looking to exchange accident reporting process and statistics for some time but it was not progressing very effectively. It was proposed that OFEG could pick up this activity for OFEG vessels as a beneficial exchange of information and may also be able to present this OFEG initiative at IRSO with a view to 'kick starting' the IRSO element.

ACTION: Exchange accident reporting (for people) documentation/statistics – All

14. Future requirements for ship design:

A general discussion took place about ship design and emerging science requirements;

- Is there potential for OFEG to produce a concept for a future research ship layout?
- OFEG has the expertise and knowledge of equipment spec., and science operational needs and demands for science, to look forward from the standard current designs being proposed and built.
- OFEG understands the difficulties in communication with equipment builders, to ensure that equipment can be installed, deployed and recovered from ships.
- There was a general agreement that autonomous vehicles are complementary rather than replacement for vessels, but should this view be explored for ocean science in the next 20 years? – It may be possible that more ships are required to service and support potential fleets or autonomous platforms, so maybe ‘different’ types of ships are required in the future.
- It was discussed that there may be a disconnect between the current design of research ships and emerging science requirements, development of autonomous platform technology and long term fixed infrastructure systems which may need a review of ship design for future ships.

ACTION: Add standing agenda item to OFEG agenda on emerging issues, future pressures and change – Colin

Old actions

Meeting	Actions	Detail	Responsible	Due date
OFEG 33	Action 5.2.3.1	All partners to send their operating policy for MLC2006 to Erica clarifying the classifications of ship staff, scientists and technicians as 'seafarers', 'transitional seafarers', 'other'; Erica will collate in a suitable format to be uploaded to the OFEG website (minutes item 3)	All send MLC policy. Erica collates. Colin uploads.	By OFEG 36 meeting
OFEG 34	Action 5.1.1	Erica will review the ship barter points comparison spread sheet and report and discuss at the next meeting. This follows the proposal at OFEG 35 that the data could be normalised and which parameters could be applied to give a better representation of the barter point spread.	Erica	By OFEG 36 meeting
OFEG 34	Action 7.1.1	All partners identify which ships they operate will be certified under the new Polar code and what level within the code.	All	By OFEG 36 meeting
OFEG 35	Action 4.1	Erica to develop a new proposal for a "Barter cruise planning guide" to replace the "Obligations for barter cruise participants".	Erika	At OFEG 36
OFEG 36	Action 36.10	Colin to forward nominated names for the EIA workshop to Cecile Ducatel to progress workshop.	CD	ASAP

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Actions from the 37th Meeting

Meeting	Action	Detail	Responsible	Due
OFEG 37	Action 37.1	Olivier to confirm the new IFREMER MCS capability and its status for barter exchange	Olivier	OFEG 38
OFEG 37	Action 37.2	Olivier to advise proposed barter points for HROV for inclusion in barter table	Olivier	OFEG 38
OFEG 37	Action 37.3	All check points documents (ship and equipment) on the website; advise errors to Colin	All	ASAP
OFEG 37	Action 37.4	Natalie/Colin to discuss NSF ships barter points of NERC/NSF ships with NSF	Natalie/Colin	OFEG 38
OFEG 37	Action 37.6	Klas to invite GEOMAR insurance contact to OFEG 38 to discuss potential for insuring OFEG equipment (minutes item 5)	Klas	OFEG 38
OFEG 37	Action 37.7	IMR to prepare the format for a simple OFEG Post Cruise Assessment form for barter cruises	Per/OJ	OFEG 38
OFEG 37	Action 37.8	Develop new web based planning system cost model and circulate the suggested cost outline and comments to all partners	Erica/ Colin	OFEG 38
OFEG 37	Action 37.9	Arrange a workshop on VPT for all OFEG members in the spring	Erica/ Colin	OFEG 38
OFEG 37	Action 37.10	Give presentation on the new HROV at OFEG 38	Olivier	OFEG 38
OFEG 37	Action 37.11	All partners to check and send updated contact-sheet details to Colin. Colin to collate contact details and upload to website	All / Colin	OFEG 38

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Meeting	Action	Detail		Responsible	Due
OFEG 37	Action 37.12	All partners check Erica's new activity document for previous years, add comments to briefly describe cruise activity and send details to Erica to update the master table. Erica to send updated table with all comments to Colin to upload on website		All / Erica / Colin	OFEG 38
OFEG 37	Action 37.12.1	Circulate relevant security operating policies – All		All	OFEG 38
OFEG 37	Action 37.13	New / Emerging items	Send accident reporting (for people) documentation and statistics to Colin to collate and include as Spring meeting agenda item to discuss (see minutes)	All	OFEG 38
			Project/workshop? - All partners to 'think about' the idea of some/all of OFEG 'imagining' a concept vessel considering emerging science requirements, autonomous vehicle development, long term fixed sea bed systems etc.....See minutes item 14	?	?
OFEG 37	Action 37.14	OFEG web site actions:	Request Sandra 'tidy's up' the equipment barter balance table	Sally	OFEG 38
			Remove QUEST 4000 from the equipment list		
			Rename QUEST 6000 to KIEL 6000		
			Rename Norwegian ROV 6000 to Aigar ROV 6000		
			Barter activity graphs as webpage rather than individual documents		
			Put global barter map onto front page of website		
			Add a polar code section on the OFEG website, upload IMR presentation		
			Arrange a website counter		
			Monthly email OFEG members for story updates for OFEG website		
	Upload details of NSF ships to OFEG website (under meeting documents)				
Action 37.15	Agenda actions	Add a standing agenda item to the OFEG agenda on emerging issues, future pressures and change – Colin	Colin	OFEG 38	
		Overview of OFEG partners accident reporting activity for discussion			
		Add a standing agenda item to the OFEG agenda on emerging issues, future pressures and change – Colin			
		Add a one hour slot on insurance in the next agenda meeting			
		Colin to add review of barter cruises as a standing agenda item			
Add an agenda item on security at OFEG 38					



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Attachments:

- A - Activity list and barter bank balance
- B - Barter equipment matrix
- C - Barter vessel matrix