



Partnering with industry to enable  
one respected voice in marine safety



# MarineSafe – Steering Committee Meeting

**LOCATION:** DOF – Level 5, 181 St George Terrace

**DATE / TIME:** 15:30 – 16:30 , Thursday 13 July 2017 **Distribution List:** Steering Committee Members

## Agenda

Item	Lead	Start	End
Welcome	A.Martin	15:30	15:35
OE Moment by Graeme McKellar (Chevron) and brief summary about Project Symphony	G.McKellar	15:35	15:45
Review of MarineSafe first Semester of 2017 <ul style="list-style-type: none"> <li>Achievements and what to focus on next</li> </ul>	A.Martin	15:45	16:00
MarineSafe Roles re-evaluation: <ul style="list-style-type: none"> <li>Safety Alerts Coordinator and Assistant</li> <li>Presentations Coordinator</li> <li>Forum Logistics Coordinator</li> <li>Communications Coordinator</li> </ul>	A.Martin All	16:00	16:10
July Forum presentations update: Vessel Assurance during the downturn <ul style="list-style-type: none"> <li>Agenda review and update from presenters</li> </ul>	All	16:10	16:15
APPEA HSE Forum in October <ul style="list-style-type: none"> <li>HSE Innovation idea</li> </ul>	All	16:15	16:20
AOB <ul style="list-style-type: none"> <li>New members are being voted to be part of the Committee: LOC and ERGT (check your junkmail for the survey)</li> <li>Website domain name renewed for 9 years.</li> <li>Safety Moment to the Committee Meetings.</li> <li>Create a defined structure and process for inviting people to present at the forum.</li> <li>DP action update.</li> <li>Feedback on IMO Correspondence Group on developing mandatory instruments addressing safety standards of vessels carrying more than 12 industrial personnel on international voyages.</li> </ul>	All	16:20	16:25
Review of any actions	A.Amaral	16:25	16:30



## Minutes of Meeting

Item	Key points
<p>1. OE Moment by Graeme McKellar (Chevron) and brief summary about Project Symphony</p>	<ul style="list-style-type: none"> <li>• Two events shared by Chevron on a Safety Moment.</li> <li>• Committee discussion around safety, leadership and how to engage Organizations to drive safety in challenging times that the industry is facing. Committee agreed that MarineSafe should focus on ensuring “normalisation of incidents” disappears from the industry through effective interfacing with key industry partners.</li> <li>• Project Symphony governance, objectives and aim. Current supports 3 main Forums: Marine Safe, Aviation Safety and LandLogistic safe.</li> </ul>
<p>2. Review of MarineSafe first Semester of 2017 and committee roles evaluation</p>	<ul style="list-style-type: none"> <li>• Review of MarineSafe highlights and lowlights: PPT presentation attached.</li> <li>• Committee structure and acceptance of new members currently under review.</li> <li>• Current roles to be divided in Working Groups – and each working group to have a team lead.</li> <li>• Safety Moments presented during the committee meeting: idea to be further discussed by Charlie and Anna.</li> </ul>
<p>3. July Forum presentations update: Vessel Assurance during the downturn</p>	<ul style="list-style-type: none"> <li>• Forum Agenda review: 6 presenters.</li> <li>• Presentations due on the 20<sup>th</sup> of July.</li> <li>• Send a reminder to all members for the upcoming Forum.</li> <li>• Currently good response with 45 delegates registered.</li> </ul>
<p>4. APPEA HSE Conference in October</p>	<ul style="list-style-type: none"> <li>• APPEA Conference: brief summary of Conference background and idea for this year’s theme by Rob Bell (APPEA).</li> <li>• Theme: Innovation in HSE in an era of greater transparency.</li> <li>• 2 days (25/26 October): Day 1 – Safety Forums presenting Day 2 – “Deepwater Horizon” Act</li> <li>• Working group to be formed for presentation development as previous year.</li> </ul>
<p>5. AOB</p>	<ul style="list-style-type: none"> <li>• IMO Correspondence Group on developing mandatory instruments addressing safety standards of vessels carrying</li> </ul>



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	<p>more than 12 industrial personnel on international voyages: Vessel operators to provide feedback through MIAL.</p> <ul style="list-style-type: none"> <li>Oil companies to provide feedback through Michael Desa.</li> <li>DP Workshop update: Kenny Polson (from MTS) is away on holiday, will try to have him attend the meeting in August for running a DP Workshop in Perth information.</li> </ul>

## Actions

1	Form APPEA HSE Conference working group - please inform Alastair or Amanda if you want to be part of it.	A.Martin	15-August	
2	Define if and how we can present OE Moments at the committee meetings – maybe reviewing together one safety alert shared during the meeting.	C.Baker A.Schwartz	10-August	
3	Review Committee structure and acceptance of new members.	A.Martin A.Amaral M.Desha C.Trowbridge	30-August	
4	Contact Suman – MTS to check on possible themes for the Workshop, availability and costs. Share with the committee during the next meeting.	A.Martin – delegated to K.Polson	10-August	Ongoing – as per minutes.
5	All presenters need to be aware of the presentation review deadline (1 week before the Forum), and that they need to send to respective Companies for review. Woodside – INPEX (Bruce) to review MMA – Farstad (Brett) to review DNV GL – Svtizer, MSS and Chevron MIAL – Svtizer and MSS ERGT – Smit Lamnalco	G.Wetters to contact presenters	13-July	Ongoing
6	Share Bridging Document from Project Symphony when available	M.Desha	TBA	
				OFF TRACK
				ON TRACK



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<b><i>Next Meeting</i></b>	<b><i>Date: 10<sup>th</sup> August</i></b> <b><i>Location: Quadrant</i></b> <b><i>Time: 15:30</i></b>
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