

# Guidelines

## Decarbonisation Stand Up (DSU)

### Offshore Support Vessels

#### Content:

- 1) Why?
- 2) Do you know the 10 decarbonisation principles and AMARP?
- 3) The Decarbonisation conversation: DSU?
- 4) Evaluating the Operating Modes of the vessel
- 5) Capturing, Sharing information and Best Practices
- 6) Leadership role and Conversation style
- 7) Recognition and Incentives

#### Appendices:

- Appendix 1 – About AMARP
- Appendix 2 – Operating Modes and Activity Types
- Appendix 3 - Templates for agendas
- Appendix 4 - Checklists for preparing and conducting conversations
- Appendix 5 - Onboard Posters & PR material

## 1) Why?

Decarbonisation is a critical challenge and an opportunity for the offshore support vessel (OSV) sector. These behavioural based decarbonisation guidelines aim to enhance the decarbonisation conversations and fostering a culture of continuous improvement and collaboration among vessel crews, clients, and contractors to reduce carbon emissions. The objectives are to promote energy efficiency, improve operational procedures and communication, encourage innovation and technology adoption, enhance emissions monitoring and reduction, raise decarbonisation awareness and change behaviour through training & development, knowledge sharing and enhancing decarbonisation behaviour in the OSV sector. It is all about having good conversations, with your colleagues and also the people you work with on client and subcontractor side, about decarbonisation opportunities and describing how success can be achieved (and even also celebrated) together. By implementing these decarbonisation guidelines, you/we all together can contribute to sustainable future. You and we all will make a difference, stand up for decarbonisation.

## 2) Do you know the 10 decarbonisation principles and AMARP?

Before we move on, we first want to inform you about two decarbonisation topics which help us in navigating the decarbonisation journey. It are the “OSV 10 Decarbonisation Principles” and the AMARP concept. The first one gives us 10 practical tips, the 10 principles, applicable for all of us in the OSV sector on which we can focus together to already achieve decarbonisation successes now and in the near future: all steps matter! The second one gives us some structure for our decarbonisation conversation, based on the by you all known ALARP concept we have defined the AMARP concept, whereby it is all about identifying and categorising the decarbonisation opportunities: in the case of decarbonisation higher likelihood and bigger impact is exactly what we want.

### Applicable OSV Principles to Decarbonise the OSV Industry

**Principle 3:** *Vessel shoreside management, sailing officers and crew should be trained regularly in operational emissions mitigation, so as to promote a culture of environmental accountability, since they are instrumental in ensuring energy efficiency and reducing carbon emissions.*

**Principle 4:** *There should be close collaboration between the vessel owner and the charterer to reduce ‘hurry up and wait’ logistics.*

**Principle 6:** *Vessel owners should take a proactive role to reduce emissions, through continuous upgrading of their existing fleet with emissions-reducing technology in line with the All Steps Matter approach.*

Note: attach the 10 principles to the document

### AMARP (As Much as Reasonably Practical)

The AMARP approach is a fundamental aspect of these guidelines. It acknowledges that while complete decarbonization may not be immediately achievable, all stakeholders should make every effort to reduce emissions as much as reasonably practical. This involves considering factors such as technical feasibility, economic viability, operational efficiency, and safety implications when implementing decarbonization measures.

To apply the AMARP approach effectively:

1. Conduct a thorough assessment of current practices and identify areas for improvement.
2. Evaluate the feasibility and impact of potential decarbonization initiatives.
3. Prioritize actions based on their emission reduction potential, cost-effectiveness, and practicality.
4. Communicate with all involved about the intended decarbonisation actions
5. Implement measures that provide the decarbonisation benefits.
6. Continuously monitor and review the effectiveness of implemented measures and adjust as necessary.
7. Never compromise safety or operational integrity,.

#### Appendix 1: AMARP approach

### 3) The Decarbonization Conversation:

A Decarbonization Stand Up (DSU) \* is a periodic meeting that brings together the team of colleagues (vessel crews, office department, clients/installation/terminal crew, and/or contractors team) to have a conversation about decarbonisation of the vessel and the overall operations the vessel is involved in. Thereby we discuss, plan and review decarbonization efforts in line with the OSV 10 Decarbonisation Principles and AMARP concept.

**Note for draft readers** \*: you as reader of this draft are always welcome to revert with alternative names for the DSU sessions. It is important that the name reflects the conversation style dynamics we are developing.

- **Definition and Objectives:** DSUs are structured meetings where vessel crews, clients, and contractors collaboratively review and plan decarbonization efforts. Objectives include identifying improvement areas, sharing best practices, and setting actionable targets for a vessel and/or operation(s).
- **Frequency and Duration:** Stand ups should occur at least quarterly, ensuring thorough discussion without significantly disrupting operations.
- **Participants:** A large and good representation of the team involved is mandatory for a DSU. Guest, like clients and/or contractors, are very also welcome to join. A joint DSU between operators and clients is encouraged. If not possible then ideally the charterer and vessel to review decarbonisation opportunities independently within the same time frame with results shared. This can be aligned with existing QHSE and/or management meeting guidelines already in place. It is encouraged that a DSU is organised simultaneously by Owners and Charterers for a specific vessel-installation combination and that results & plans are shared/communicated.
- **Preparation and Planning:** Agenda setting, participant notifications, and resource allocation should be completed at least two weeks prior to the stand down.

### 4) Evaluating the Operating Modes of the vessel

The scope of a DSU is recommended to cover three vessel Operating Modes: In Harbour, In Transit, and In Field. Thereby the "In Harbour" operating mode covers all vessel activities in a port area, including anchorage. The "In Field" operating mode covers all vessel activities from the moment she ends her transit and becomes available for her operations in the field/installation(s) area, including waiting to start operations. The "In Transit" operating mode is covering the movement of the vessel between "In Field" operating modes and between "In Harbour" and "In Field" (or vice-versa). These 3 (main) operating modes capture, in general and high level, the 3 main categories of operations during the charter of an OSV vessel. It is recommended to concentrate on the operating mode that has the biggest carbon impact in the first DSU session, and in subsequent DSU sessions start with expanding the scope in addition to reviewing progress on actions agreed.

Within each of the 3 Operating Modes, focus on the following key topics while applying the AMARP principle:

- **Energy Efficiency:** Discuss fuel consumption, improved voyage planning and optimization, maximum speed limits, optimal berthing/terminal/installation ETA & ETD and energy management practices,
- **Operations and Communication:** What procedures and practices to be changed to enhance decarbonisation performance, what additional & better information is required, who can help us with our decarbonisation efforts & how: internal & external
- **Innovation and Technology:** Explore new technologies, alternative fuels, and energy-saving solutions, that are technically and economically viable, what innovation(s) would you propose for the OSV sector
- **Emissions Monitoring and Reduction:** Review emissions data, set reduction targets, and develop action plans that prioritize the most effective measures.
- **Training and Awareness:** Share knowledge, best practices, and engage crew members in decarbonization efforts, focusing on practical and achievable actions. An opportunity for crew members to identify what training and development will help them improve the decarbonisation efforts.

**Appendix 2:** Operating Modes and Activity Types, as per ISOA Data- & Reporting Standardisation Project Team

## 5) Capturing, Sharing Information and Best Practices:

Collaboration is essential in the OSV industry's decarbonization journey. Sharing information, best practices and lessons learned among vessel crews, clients, contractors, and the industry is crucial for driving progress and achieving our shared goals.

- **Capturing DSU results\*\*:** it is recommended to summarise the main findings of the meeting in a compact, "simple" and standard format document, in line with existing reporting guidelines in place. A MS Forms example is attached.
- **Internal Sharing:** Utilize company intranet, newsletters, and bulletins to share insights, lessons learned and progress from DSUs.
- **External Sharing \*\*:** Summarized main findings can be submitted, via MS Forms, to the International Offshore Supply Vessels Owners Association (ISOA), other OSV sector associations and stakeholders which could then be disseminated through newsletters, company websites, and industry forums.

***Note for draft readers \*\*:** \* the proposal is that we develop a standard MS Forms format for the capturing internal company results of the DSU session and a standard MS Form format for capturing the ISOA external sharing results report. This to have clarity on what information we all agree is essential (as a minimum) to capture from a meeting for follow-up and tracking of progress by an organisation. Same for sharing high-level findings and progress by and organisation to ISOA & others. Both formats can also be used to define and tune existing in-house management systems already in place with (most/many) Owners.*

## 6) Leadership role and conversation style

It is recommended that the senior management of the organisation applying the DSU approach familiarise itself with it, visibly to the whole organisation, by hosting their own DSU prior to introducing it to the(ir) organisation. Subsequently the roll-out of DSU can be cascaded into the organisation, as per existing roll-out programmes, accompanied with a corresponding "purpose message and encouragement from the top". And remember, DSU is all about making decarbonisation conversations among colleagues part of the way we work and engage with each other in the OSV sector. This primarily to be achieved by inviting and encouraging our colleagues to use their extensive expertise and experience in together define decarbonisation improvement opportunities. Indeed, it is not that technical, it is not that procedural, it should be enjoyable to participate, it is very valuable, it will improve decarbonisation cooperation, it for sure will lead to results, and it will show that we very much care about decarbonisation in the OSV sector. Leadership should promote and be visible in the recognition process identified above.

## 7) Recognition and Incentives

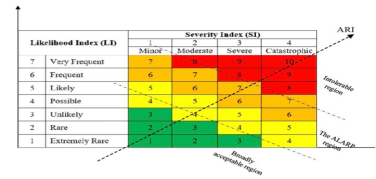
Recognizing and rewarding individuals and teams who contribute to decarbonization efforts while applying the AMARP principle is essential for maintaining motivation and engagement.

- **Recognition Programs:** It is recommended to implement programs for acknowledging individuals and teams who make significant contributions to decarbonization, in alignment with your existing recognition (HRM and/or QHSE) schemes.
- **Leaderboards:** Establish leaderboards to track and display the performance of individuals and teams in decarbonization efforts can be considered to energise the process. This visible recognition fosters healthy competition and encourages continuous improvement, providing a transparent and motivating way to measure progress against decarbonisation aligned goals.
- **Incentives for Achieving Targets:** Consider provide incentives for meeting realistic decarbonization targets and encouraging sustainable progress.
- **Celebration of Successes:** Regularly celebrate milestones in the decarbonization journey, maintaining motivation and engagement, and highlighting the practical benefits of the decarbonisation efforts. Where possible and as already done for some QHSE achievements/milestones, celebrations together with or attended by Charterers/Clients/Subcontractors personell is encourage & encouraging.

## Appendices

- Appendix 1 – About AMARP
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## Risk management: ALARP & Decarbonisation management: AMARP



### Decarbonisation AMARP

**Principle 3** Vessel shoreside management, sailing officers and crew should be trained regularly in operational emissions mitigation, so as to promote a culture of environmental accountability, since they are instrumental in ensuring energy efficiency and reducing carbon emissions.

**Principle 4** There should be close collaboration between the vessel owner and the charterer to reduce "hurry up and wait" logistics.

- As Much As Reasonably Practical
- In combination with & subject to ALARP
- Supporting Principle 3 & 4
- Using proven management & leadership processes, "easy & swift" implementation and understanding
- Creating engagement & defining (new) 'practical' decarbonisation opportunities are the short-term goals
- Involvement of vessel & installation/field & port/terminal personnel
- Operating Mode based: In Port, In Transit and In Field the three main operating modes to review
- Qualitative and quantitative; impact (reduction) on fuel consumption (for) now the key quantitative factor (with CO2 reduction equivalent)

Decarbonisation AMARP Likelihood Index		Impact		Index	
		1	2	3	4
		Minor	Moderate	Substantial	Huge
7	Very frequent	7	8	9	10
6	Frequent	6	7	8	9
5	Likely	5	6	7	8
4	Possible	4	5	6	7
3	Unlikely	3	4	5	6
2	Rare	2	3	4	5
1	Extremely rare	1	2	3	4

### Some remarks

- AMARP segment will often involve activities which can be changed basis (joint) Charterer & Owner willingness to change operational behaviour = "easy to achieve" without CAPEX in the short(er) term
- "How to get there" often requiring more structural change and/or CAPEX = longer term projects = Principle 6 & 7
- "Not for now" region activities create relative very limited impact and are therefore not a priority for now.
- First things first: focus on implementing improvements in the "AMARP" and "How do we get there" segments.

The "How do we get there?" region!


The AMARP region, "Agree implementation,"

The "Not for now," region

Operating Modes


**Three generic operating modes for all OSV's:**

**IN PORT AREA**




Period when vessel is in an around port area, including anchorage

**IN TRANSIT**



Period when vessel moving between port(s)- and/or field area(s)

**IN FIELD**



Period during which the vessel is near & in field.

Activity Types

Activity Type	
	Drydocking
	Breakdown
	Maintenance & repair
	Bunkering
	Alongside
	At anchor
	Manoeuvring and shifting
	General standby
	ERRV standby activities
	Cargo activities
	Passenger & SPS personnel activities
	Anchor handling & towing activities
	Subsea activities
	Diving activities
	ROV activities
	Seismic activities
	Medivac & rescue activities
	Other activities
	Idle (including, waiting and lay-up)

## Appendix 3- A draft template for Agenda Decarbonization Stand Up (DSU)

Opening Session			
<ul style="list-style-type: none"> <li>Welcome and Introduction</li> <li>Overview of DSU Objectives</li> <li>Review of the Decarbonization Progress</li> </ul>			
In Harbour			
<b>Energy Efficiency</b> <ul style="list-style-type: none"> <li>Discussion on optimal berthing practices and idle time reduction.</li> <li>Review of energy management practices in harbor operations.</li> </ul>			
<b>Operations and Communication</b> What procedures and practices to be changed, what additional & better information is required, who can help us with our decarbonisation efforts & how: internal & external			
<b>Innovation and Technology</b> <ul style="list-style-type: none"> <li>Exploration of new technologies and infrastructures like shore power use.</li> </ul>			
<b>Emissions Monitoring and Reduction</b> <ul style="list-style-type: none"> <li>Presentation of current emissions data and discussion on harbor-specific reduction targets.</li> </ul>			
<b>Training and Awareness</b> <ul style="list-style-type: none"> <li>Sharing of harbor-specific decarbonization practices and crew engagement strategies.</li> </ul>			
Potential Fuel Savings		Fuel Type	Liters/M3
In Transit			
<b>Energy Efficiency</b> <ul style="list-style-type: none"> <li>Examination of fuel consumption patterns and voyage optimization strategies.</li> </ul>			
<b>Operations and Communication</b> What procedures and practices to be changed, what additional & better information is required, who can help us with our decarbonisation efforts & how: internal & external			
<b>Innovation and Technology</b> <ul style="list-style-type: none"> <li>Discussion on the adoption of fuel-efficient engines and hull designs.</li> </ul>			
<b>Emissions Monitoring and Reduction</b> <ul style="list-style-type: none"> <li>Review of emissions tracking during transit and target setting for reduction.</li> </ul>			
<b>Training and Awareness</b> <ul style="list-style-type: none"> <li>Dialogue on the role of the crew in reducing emissions during transit.</li> </ul>			
Potential Fuel Savings		Fuel Type	Liters/M3
In Field			
<b>Energy Efficiency</b> <ul style="list-style-type: none"> <li>Analysis of operational patterns and energy-saving opportunities.</li> </ul>			
<b>Operations and Communication</b> What procedures and practices to be changed, what additional & better information is required, who can help us with our decarbonisation efforts & how: internal & external			
<b>Innovation and Technology</b> <ul style="list-style-type: none"> <li>Discussion on field-specific technological advancements and their implementation.</li> </ul>			
<b>Emissions Monitoring and Reduction</b> <ul style="list-style-type: none"> <li>Review of field emissions data and action planning for target achievements.</li> </ul>			
<b>Training and Awareness</b> <ul style="list-style-type: none"> <li>Knowledge exchange on best practices and innovations in field operations</li> </ul>			
Potential Fuel Savings		Fuel Type	Liters/M3
Closing Summary			
<ul style="list-style-type: none"> <li>Summary of Key Points and Actions Agreed</li> <li>Who to inform and involve</li> <li>Setting of Next DSD Date and Objectives</li> <li>General feedback and Closing Remarks</li> </ul>			
Actions			



## Appendix 4 - Checklist for Conducting Decarbonization Stand Ups (DSUs)


Preparation		
1.		Clarify the goals and focus areas for the DSU.
2.		Set a date and time that accommodates all participants.
3.		List vessel crews, clients, and contractors invited to attend.
4.		Based on the DSU structure (In Harbour, In Transit, In Field), prepare a detailed agenda.
5.		Ensure necessary resources (meeting rooms, technology, documentation) are available.
6.		Send out invitations and agenda to all participants well in advance.
7.		Gather relevant data, reports, and presentations for discussion.
8.		Assign person(s) for chairing the meeting and making the minutes
Execution		
9.		Start on time and welcome participants.
10.		Review the agenda and objectives of the DSU.
11.		Highlight the importance of decarbonization and the role of each participant.
12.		Facilitate discussions on energy efficiency, innovation and technology, emissions monitoring and reduction, and training and awareness.
13.		Encourage active participation and note suggestions and action items.
14.		Record key points, decisions, and action items during the sessions.
15.		Ensure all data and insights shared are captured accurately.
16.		Summarize key outcomes and agreed actions.
17.		Set the date and objectives for the next DSU.
18.		Thank participants and solicit feedback for improving future DSUs.
Follow Up		
19.		Compile and prioritize action items identified during the DSU.
20.		Assign responsibilities and deadlines for each action item.
21.		Share the meeting summary, action plan, and next steps with all participants and relevant stakeholders.
22.		Publish highlights and successes in company communications for wider awareness.
23.		Establish a follow-up mechanism to monitor the progress of action items.
24.		Schedule interim meetings or updates to ensure ongoing engagement and momentum.

## Appendix 5 – Poster Content, to inform and engage colleagues

In support of a DSU campaign some promotion material can be helpful, visible to colleagues in their work environment and also on notice boards and in company publications/communications. Existing communication procedures can be used for this.

For inspiration, if needed, hereby some examples:


"Join the Green Wave: Decarbonize Our OSV sector and Seas!"

 Embark on the Journey:

Our Goal: To significantly reduce our carbon footprint and lead in environmental stewardship.

Your Role: As a vital part of our crew, your actions and ideas are the driving force

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 Decarbonization Stand Ups(DSU):

What: Regular meetings to brainstorm, strategize, and implement green initiatives.

When: Quarterly gatherings to align, assess, and accelerate our environmental efforts.

Who: you/we and also involving our clients and contractors

How: team conversations , sharing insights and developing concrete improvement proposals

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 Focus Areas:


Energy Efficiency: Optimize operations, save energy, and reduce costs.

Operations and Communication: Procedures and practices to be changed, what additional & better information is required, who can help us with our decarbonisation efforts & how: internal & external


Innovation and Technology: Embrace cutting-edge/new solutions for a sustainable future.


Emissions Reduction: Monitor, measure, and minimize our environmental impact.

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 Learning and Growth:

Engage in training and awareness programs to stay ahead in the green revolution.

 Your Ideas Matter: Share your insights and innovations. Every small step matters

 Recognition and Rewards: Your efforts won't go unnoticed, lead by example and make a difference!

Together, We Can Set Sail for a Greener Tomorrow!

(Y)Our Voice. (Y)Our Action. Our Future.

#GreenWaveOSV #DecarbonizeOurSeas #SustainableSeas