

ServiceReferenceSheet QHSE

1.0 Related Services

Project Management, Operations & Maintenance (Business Continuity & Emergency Response), Construction Support and Client Representation.

2.0 Introduction

Primo Marine offers a comprehensive Corporate & Project QHSE Management service profile. Providing expertise from the development of all corporate adherence to the provision of project support to ensure operations are executed in accordance with all QHSE requirements.

Primo Marine provides the following QHSE services:

3.0 Corporate QHSE Support

Primo Marine provides varying levels of expertise related to supporting Corporate Quality, Health, Safety and Environmental management:

- Developing, implementing, maintaining and supporting of Business and Quality Management Systems in order to achieve accreditations such as ISO 9001, OHSAS 18001 and ISO 14001 and ISM code[1].
- Corporate implementation assessments in relation to established Business and Quality Management Systems.
- Conducting risk based and gap assessment reviews on established Business & Quality Management Systems.
- Developing of management system components and architecture e.g. process maps.
- Liaising with the certifying organisations i.e. Lloyds & DNV.
- Establishing and auditing of regulatory compliance.
- Subject matter expertise in regards to compliance i.e. statutory, standards.
- System Auditor.
- Training & Development.

4.0 Project QHSE Support

Primo Marine provides varying levels of expertise throughout the complete lifecycle of projects:

- Developing, implementing, maintaining and supporting of project planning in regards to Quality Management & HSE (Health, Safety & Environment).
- Defining of project requirements i.e. sub-contractor evaluation and selection.
- Development of all project related process maps and documentation.
- Adherence compliance i.e. regulations and standards.
- Conducting risk management assessments.
- Assurance adherence i.e. review of contractor documentation and preparation.
- Subject matter expertise i.e. environmental and project management plans.
- System Auditor.
- Management and Supervisory Services related to operational meetings such as HAZOP and HIRA meetings, including facilitating training workshops.
- Provision of offshore Safety Advisors.

To further support Corporate & Project requirements, Primo Marine provides bespoke service packages related to the following:

5.0 Vessel Assurance Services

Primo Marine provides expertise in order to ensure vessels being deployed achieve all project, contractual and regulatory requirements:

- Establishing of compliance definition and planning in accordance with IMCA guidelines.
- Onshore audit and assessments i.e. procedure and system adherence.
- Vessel inspection and audits (both shore-side and on-board).
- Monitoring to ensure close out of actions.
- Reporting including status updating (until close-out).
- Attendance and advisory services.

6.0 Risk Management

Primo Marine provides expertise in relation to Risk Management and mitigation throughout the complete lifecycle of projects:

- Developing, maintaining and supporting all risk management programmes.
- Conducting gap-assessment studies.
- Facilitating risk assessments including management and workshops.
- Developing, maintaining and management of risk-registers.
- Managing and supervision of key risk mitigation meetings i.e. HIRA.

7.0 Auditing & Assessment (System Auditor Services)

Primo Marine provides expertise in relation to auditing & assessments covering System Auditor Services:

- Developing, maintaining and supporting all audit programmes.
- Conducting risk based gap-assessments.
- Corporate and Project System Auditor Services.
- Developing, maintaining and management of risk-registers.
- Managing and supervision of key risk mitigation meetings i.e. HIRA.
- Site inspections including preparedness and readiness.

8.0 Incident Management

Primo Marine provides expertise related to Incident Management:

- Leading incident investigations (also including participating and administration).
- Lessons Learnt services, from establishment to ensuring implementation of recommendations.
- Management of claims including loss adjustor services.
- Reporting.
- Facilitating Incident Management training and workshops.