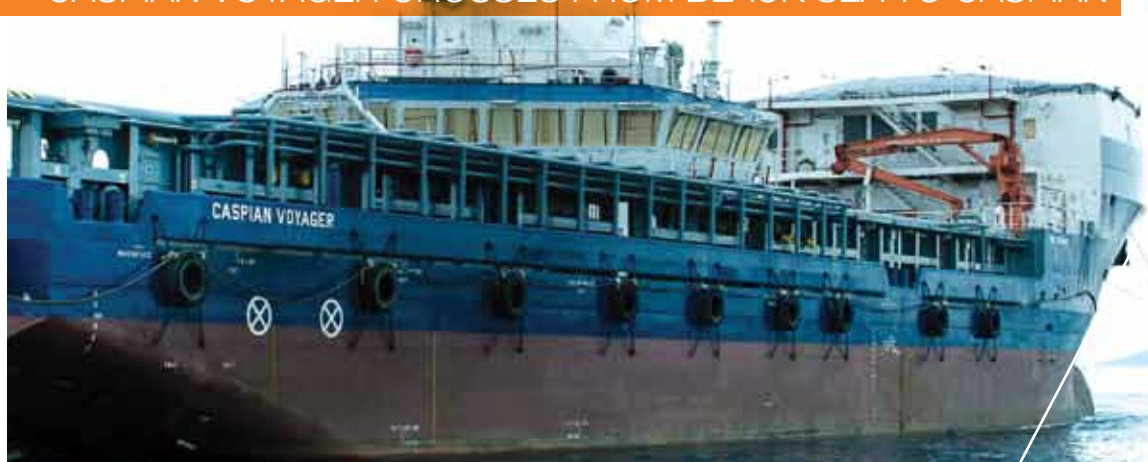
TOPAZ WORLD

Quarter 2, 2014

FROM SEA TO SEA

CASPIAN VOYAGER CROSSES FROM BLACK SEA TO CASPIAN



MAJOR INVESTMENT IN TOPAZ

FINANCE SECURES EXPANSION PLANS

SAFETY SUCCESS

LTIS AT ZERO FOR 18 MONTHS

Q2 2014

The jack-up rig West Ariel, after being successfully towed in place to offshore Congo by the AHTSV Topaz Oryx.

Photo courtesy of Oleksandr Orlov, Chief Officer, Topaz Oryx.

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Message from the CEO

Welcome to another packed issue of TopazWorld.

As promised, we have a detailed account of the Caspian Voyager's remarkable transit from the Black Sea to the Caspian through the Volga Don canal system. This journey clearly demonstrates the craftsmanship of our teams in bringing vessels into the Caspian.

On the corporate side, we've secured a significant investment from one of the world's leading private equity investors. This means we can move ahead more quickly with our expansion plans, and it's a statement of confidence in Topaz's potential.

We celebrate with our colleagues who complete more than 15 years with the company – they are an inspiration to all of us in their long service.

There's very good news on the safety front, too. Congratulations to Topaz Shaheen and Salalah for completing five and four years respectively without any lost time incidents. And as a company, we have been able to report an 18th consecutive month with zero LTIs.

Our financial performance for the first half of the year is stable but challenged by temporary setbacks in the Caspian and West African areas, these are turbulent waters. In order to catch up we all need to tighten our belts and deliver day to day improvements. In Topaz, status quo is regress!

This year's Safety Culture Survey is now open. Please let us know what you think – it will help make Topaz better and safer for everybody!

We are also launching the Topaz photo contest. You're all invited to send in entries – any photo that says something about the Topaz story. See page 11 for details.

And thank you for all the great feedback. We you really appreciate your support, and please continue to share your photos and stories with us.

Until next time,

René Kofod-Olsen
Chief Executive Officer

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CRAFTSMANSHIP IN ACTION

A DAY IN THE LIFE OF THE CASPIAN VOYAGER:
VOLGA DON TRANSIT OF THE LARGEST PSV IN THE TOPAZ FLEET

BY ARTHUR HENDERSON

Topaz won a tender bid from BP to bring a 4,000 DWT DP2 PSV into the Caspian Sea at canal opening 2014. The vessel offered was the 79-metre MMC design ABS classed vessel, Caspian Voyager, under construction at Selah Shipyard at Tuzla near Istanbul; it was delivered to Topaz on 19th February 2014.

The canal system is closed from November until 1st April every year because the Volga River freezes, so this delivery date suited the start-up date.

The Caspian Sea is landlocked, with two entry points from the Volga Don canal system – a southern route from Rostov-on-Don to Astrakhan, and a northern route from St Petersburg to Astrakhan. Both have draft and width restrictions of 14.2 metres air draft, 3.4 metres sea draft and 17.2width.

Preliminary stability calculations indicated that the Caspian Voyager could be ballasted to give a sea draft of 3.2m and a beam of 17.2m – but an air draft of 22m, which meant that the bridge and upper accommodation deck would have to be removed before the vessel entered the canal system.

Modification works and bridge removal

Topaz gave the contract to Selah Shipyard Tuzla, with works due to commence on 20th February for completion by 25th March – a schedule that fitted the canal opening dates.

The main works to be carried out were as follows:

- Disconnect all bridge equipment cables and pull cables back to C deck (approx. 400 cables)
- Disconnect all mast cables and remove mast equipment
- Remove all cabin bulkheads in D deck
- Remove all piping in D deck
- Open all funnel piping
- Cut superstructure 300mm above D deck floor
- Reinforce superstructure
- Install lifting eyes and fabricate lifting beam
- Lift off superstructure and secure on after deck (weight estimate 130 MT)
- Install temporary closing plates on D deck
- Rig up tow wires for tow to Rostov-on-Don then onward to Baku
- Secure all opening doors and hatches
- BP modifications including conversion and epoxy coating of tanks

All works were completed four days ahead of schedule and the vessel was prepared for the tow from Tuzla to Baku.

Prior to arrival in Rostov, a full inventory of all equipment on board had to be prepared and submitted to Russian authorities. The vessel was opened in Rostov and all equipment was checked against manifested inventory.

This photo: The Caspian Voyager, without her bridge, as she approaches Caspian Shipyard

The tow

Before departure, a warranty survey was carried out to ensure the vessel was fit to proceed to sea and the towing vessel was fit for purpose.

The vessel was towed out from Tuzla on 26th March and transited the Bosphorus channel. The Bosphorus transit, which links the Mediterranean to the Black Sea, is done in convoy – 12 hours for vessels to pass east to west, then another 12 hours for west to east.

After clearing the Bosphorus, the tow encountered some bad weather, and the tug master decided to take shelter until a clear weather window was available. After 36 hours, the vessel left the safe anchorage and arrived in Rostov-on-Don five days later.

At Rostov, the vessel was handed over to two canal transit tugs, and after completing canal entry and customs formalities on 5th April, the tugs and vessel entered the Volga Don system.

Canal transit

Navigation through the canal involves passing through a number of locks and under bridges, often with very little clearance for the vessel.

Caspian Voyager arrived in Astrakhan on 18th April. After undertaking export customs formalities, it left port on 20th March and arrived in Caspian Shipyard Baku five days later.

BP preparations

Following customs clearance in Baku, the task of replacing the superstructure could start. There were three days of preparation works before the wheelhouse and accommodation deck D could be lifted on. After fit-up and welding, the task of pulling and connecting all cables commenced, a phase that took around 14 days.

When all cables had been connected, the bridge equipment had to be restarted and recommissioned piece by piece. By 14th May, these works were completed and the vessel was prepared for sea trials.

In parallel with the reinstatement of the wheelhouse and accommodation deck, a checklist of BP works was also carried out.

Commissioning and trials

After completion of the works at Caspian Shipyard, extensive trials were carried out for BP and Topaz and to the satisfaction of DNV.

On completion, all bridge and navigation systems were powered up and tested individually. Systems that were tested included:

- Fire alarms
- Navigation lights
- Radars
- Ships whistle
- VHF radios
- GMDSS (Global Maritime Distress and Safety System)
- AIS (Automated Identification System)
- Telephone system
- Intercom
- Propeller control systems
- Thruster control system
- Telegraph
- UMAS engine alarm and monitoring systems
- Kongsberg DP system
- Rudders

Specialist engineers from Kongsberg and Rolls Royce Marine were brought in to power up and commission the individual electronic cabinets, thruster and DP systems.

Story continues on page 7.

Photos on the right, from the top:
The Caspian Voyager passing through the Volga Don locks, Passing through a Volga Don bridge with very little clearance, River Volga open towage

CELEBRATING SUCCESS

5 YEARS LTI-FREE AWARD FOR TOPAZ SHAHEEN

The AHTSV Topaz Shaheen has been a major part of Maersk Oil Qatar's offshore production since 2009 – she is actually named for the Shaheen field where she operates most of the time. Currently, she is the standby vessel for Maersk's floating storage and offloading ships, primarily the FSO Asia and at times for FSO Africa as well.

Topaz Shaheen's main jobs are export hose handling, deployment and retrieval of hold-back mooring buoys, and regular supply jobs. This is critical and often complex work, and it is significant that Topaz Shaheen has just celebrated five consecutive years without a single LTI (Lost Time Incident).

Safety role models are a key part of this significant achievement. Says Captain Federico Gupeteo Jr. of the Topaz Shaheen, "role models dare to intervene, both to correct things and to encourage what is done well. Role models push the organisation forward to becoming a learning organisation in all aspects."

Willy Lawson, Head of Marine Operations at Maersk Oil Qatar says, "These efforts are greatly appreciated and prove that even in a challenging environment an Incident Free operation is possible!" CEO René Kofod-Olsen adds, "This achievement is indeed amazing and well done to all involved."

Photos counterclockwise from top left: Changing the mooring rope aboard the Topaz Shaheen; The team onboard the Shaheen after a firefighting drill; Shaheen team during a FRC maneuvering drill; and the team onboard the Topaz Salalah receiving their own 4-year LTI-Free Award from Mr. Clive Batchelor of Maersk Oil Qatar

MARTEN AND OTTER RENAMED

Two sister vessels in the Topaz Global fleet have been renamed: Sea Marten is now Topaz Oryx and the Sea Otter is now Topaz Addax.

The two vessels – both 62-metre, 6,800BHP anchor handling tug supply vessels – had previously operated under the names inherited when they had been acquired from their previous owner. Both vessels are now working in West Africa. The new names were inspired by African wildlife. The renaming, which was completed this summer, also brings them into line with the Topaz brand.

TOPAZ SALALAH'S 4 YEARS LTI-FREE AWARD

Topaz Salalah has been commended for four years of service to Maersk Oil Qatar without a single LTI (Lost Time Incident).

For all of that time, the Topaz Salalah has been working on a wide range of tasks, and with a huge diversity in service personnel working on and from the vessel and in corporation with her crew.

Maersk Oil Qatar described this as "an achievement which all on board as well as management can be very proud of". Clive Batchelor of MOQ visited the Topaz Salalah to personally commend the crew's achievement and present a commemorative plaque to Captain Kerry and his crew.

Well done team!

TOPAZ ORYX TOWS 'WEST ARIEL'

The West Ariel, a Keppel FELS B Class jack-up rig owned by Seadrill Ltd, has secured a contract from ENI Congo for drilling offshore from the coast of Congo.

The heavy lift vessel MV Falcon brought the rig from its previous location off Vietnam to Gabon, and the AHTSV Topaz Oryx was contracted to deliver the rig to its final position.

The job took two weeks in total. The rig was carefully floated off the Falcon's lifting deck and successfully towed to the ENI field off Congo. The rig was positioned, its legs were lowered, and the towline was disconnected – another job done!

Topaz Oryx photos: The West Ariel on the Falcon's heavy lift deck; Topaz Oryx prepares to receive the tow rope from the Falcon; West Ariel floats off Falcon's deck

ACCA SUCCESS FOR TEJAS AND USMAN

Two members of the Topaz Finance team at the Topaz Corporate Office in Almas have both achieved an important professional qualification – the Diploma in International Financial Reporting.

Tejas Shah, Financial Controller – MIS and Usman Javed, Senior Finance Officer both completed the course in August 2014.

The Diploma, awarded by the Association of Chartered Accountants (ACCA), the leading professional accounting organisation, benchmarks the holder's understanding of international financial reporting standards.

Tejas Shah

"To be honest it was not that easy especially if you are appearing for the professional exam after a gap of more than 11 years. Thus, I feel good and do believe that hard work always pays out."

Usman Javed

"I feel this qualification has given me a great professional advantage. Achieving it has given me a sense of security and confidence, both in terms in my everyday job and in my greater career prospects. It is a well-recognised qualification provided through a world-class organization and I would like to sincerely thank Topaz for providing me with this great learning opportunity."

OPERATION IN FOCUS

(continued from pages 4 and 5)

After all the equipment was powered up and tested the main engines and thrusters were started and all controls and emergency stops proved to be operational. Propeller pitches were checked to ensure that they were in the 0 positions prior to leaving on sea trials.

Caspian shipyard is located in Southern Bay Baku and has a water depth of around five metres. As the vessel's draft is over 4 metres, there was a high probability of picking up debris in the propellers; therefore the vessel was towed into deep water before running up the propulsion units.
Among the items tested were:

- Auto pilot
- Full speed running
- Emergency crash stop
- Steering gear
- Thruster and joystick control
- Firefighting monitors
- DP system station keeping

Once the sea operational trials were completed, a FMEA (Failure Mode Effect Analysis) was carried out. These tests ensured that no single-point failures existed in the DP system and the vessel could remain on DP with any one single fault.

ABS and ASMA issued new class and statutory trading certificates once the trials were complete. BP then concluded its own checks, which included:

- OVID (Offshore Vessel Inspection Database)
- Pumping and bulk transfer systems check
- Tank inspections
- Vessel certificate and safety system checks
- Vessel statutory certificate check
- Accommodation and galley system checks

With all trials and checks completed satisfactorily, the vessel was deemed fit to go on hire to BP.

FINANCE UPDATE

Investment in Topaz to fuel expansion

Topaz Energy and Marine has secured a $75 million investment from one of the world's leading emerging market private equity investors, Standard Chartered Private Equity (SCPE).

In turn, SCPE will take a 9.8% stake in the business.

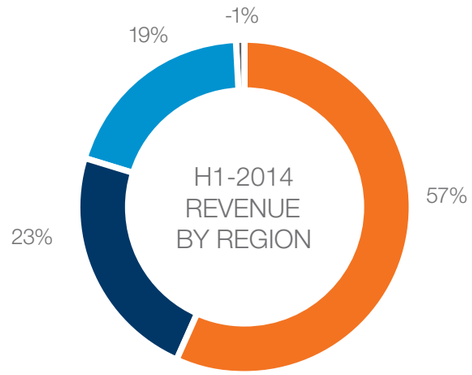
"Joining forces with a private equity powerhouse like SCPE will enable Topaz to truly accelerate the realisation of our strategic plan," observed René Kofod-Olsen, Topaz CEO. "We have now enhanced the foundation from which we can deliver our ambition for further geographical diversification and growth through both organic expansion and acquisitions.

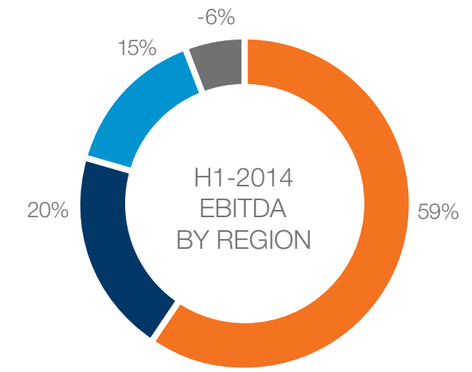
"SCPE is investing because of its firm belief in the Topaz story, the team and our strategy, and we look forward to working together in close partnership."

SCPE's involvement was also welcomed by Samir J. Fancy, Chairman of Topaz and its parent company Renaissance. "Bringing in institutional funds is a key part of the Board's strategic capital markets plan," he said. "This partnership between Renaissance Services and one of the world's leading emerging markets private equity houses speaks volumes in terms of the value of Topaz and its tremendous potential.

Topaz has just reported its results for the first six months of 2014, showing core utilisation of 89.8% and earnings of just over $91 million on revenues of $185 million. Revenues were flat compared to the same period last year; this was primarily because some vessels in the Caspian and Global regions were between charters or in dry dock, resulting in lower utilisation. In order for us to deliver full year results as strong as in 2013, improvements are required. Keeping all of our vessels utilised must be our focus and everyone must be vigilant to unnecessary cost creeping into our operations.

Four vessels were added in the first half of 2014, the modern DP2 PSVs Topaz Seema, Topaz Xara, Topaz Faye and Caspian Voyager.





Caspian MENA Global Corporate / Adj

For comments, please email Jay Daga at jay.daga@topazworld.com

FUN PAGE

Scan and email us your correct submissions on or before 15th October 2014 and one lucky winner will win an iPad.

W	A	Y	I	J	M	E	S	I	G
F	E	A	T	F	E	C	D	Q	N
B	V	S	H	M	P	A	Z	M	I
T	O	P	T	E	N	G	A	K	K
A	Z	S	O	A	V	O	R	H	I
S	C	E	P	S	R	R	T	A	V
L	H	N	A	H	A	I	O	L	E
E	I	A	R	N	O	A	E	A	B
R	K	G	H	B	I	R	Q	L	T
O	R	A	L	E	M	A	U	A	Y
S	C	F	E	M	E	P	N	S	A
F	A	I	R	M	O	N	T	Z	T
E	S	F	Y	A	H	A	P	A	O
L	P	A	E	S	M	C	Y	P	Z
T	I	D	I	T	R	I	P	O	E
S	A	E	E	G	Y	R	S	T	U
Y	N	O	O	M	O	F	C	O	L
H	S	H	I	P	Y	A	R	D	N
W	A	R	N	I	O	S	Y	K	B
M	Z	I	N	E	D	H	A	H	S

Excerpts from the TOPAZ WAY

SEE IT—YOU OWN IT

- We are watchful and aware, on the lookout, for things that can be enhanced in the organization and not just limited to our own function!
- We share or take responsibility for the outcome!

Congratulations to TopazWorld Q2-2014 wordsearch winner: Mezailah Pamplona, Admin / HR Assistant. Thank you to all who submitted entries.

Answers to previous wordsearch:
1) Nordbalt 2) ROV 3) Topaz Installer 4) Volga Don Canal 5) NOC 6) Oilfield Services 7) Stop Card 8) Will to Lead 9) Selah 10) Santander 11) Fender 12) Gold

Word Search

1. Commended for four years LTI-free service to MOQ
2. Located in Southern Bay Baku and has a water depth of around five metres only
3. These _____ role models are a key part in Shaheen's significant 5-year LTI-free achievement
4. Towed by the Topaz Oryx from Gabon to Congo
5. This strait links the Mediterranean to the Black Sea and was used by the Caspian Voyager during transit
6. Will manage and service Topaz's liferaft fleet
7. These tests ensured that no single-point failures existed in the DP system
8. The new names Topaz Oryx and Addax were inspired by this particular kind of wildlife
9. Topaz's newest investor
10. This AHTSV was named after the field where she operates most of the time
11. A multi-year project in the largest natural gas field in offshore Azerbaijan
12. Where the Topaz Dubai Iftar was held

* Remember some answers can be found backwards. Type "wordsearch" in the subject and email us at topaz.communications@topazworld.com

GETTING TO KNOW...

For this issue of TopazWorld, we get to know **Gautham Mundiyodi Karayi,** AB, Topaz Shaheen

Your role:

As an AB, I'm involved in general ship maintenance tasks and navigational watch lookout.

Your experience and expertise:

In 1998, I joined the Sical Offshore Company. Sical is based in Mumbai where it is known for its stevedoring, customs handling, and other port logistics facilities. But it also provides offshore support services to the oil and gas industry and I worked there as an AB on Sical's supply vessel.

Highlights of your career at Topaz:

In the other company, I just had to go out and work. It was not clear who did what and what the correct procedures were. But the big difference between my previous company and Topaz is the Tool Box meeting, which makes sure that everybody knows what to do and how to do it. It is really very helpful to know the duty of everyone working on deck, if it is hose handling or towing or anchor handling.

Safety matters are also important. The officers always take great care of the safety onboard of each and every one. The Stop Card system is very helpful too, for it means that everyone working on board can watch out for safety matters. So if we are not wearing full PPE someone can correct us and make a Stop Card, and after that we will never forget to wear full PPE.

Your family:

I'm from Thalassery, on the Malabar Coast in the north of the Indian state of Kerala. I have a brother and two sisters, all now married with their own families. My father passed away in 1994 and I stay with my mother to take care of her.

My parents are my inspiration in life. Each day before I start my duties I always pray to my father that he will guide me and make me safe.

It was one of my uncles who brought me to the offshore supply field. He has worked as a skipper for many years, and his experience inspired me to follow a career offshore. He has helped me a lot.

At 38 I am still single, though I hope to find a great partner in life someday.

What do you like to do in your leisure time?

For most of my vacation days I just stay at home to help my mother and take care of her. I have many friends, and we sometimes travel together to holy places.

An interesting thing about yourself:

I'm a good swimmer and a good diver – my friends and colleagues don't know this about me!

AB Gautham (on the right) receiving his Best SOC for the month of July 2014 from SDPO Bart Palapar, aboard the Topaz Shaheen.

ANNOUNCING THE TOPAZ PHOTO CONTEST

About

We are pleased to announce that the first ever Topaz Photo Contest is now open. The contest aims to provide a venue for all active Topaz staff to share captured moments of what Topaz is all about.

Contest period

Entries must be submitted no later than 5pm Dubai time (GMT +4) / 1 PM GMT / 8 AM EST on 31 October 2014.

Who may enter

The contest is open to all active Topaz onshore and offshore staff (even those on leave) provided that they are still employed by the company by the end of the contest period.

Judging and announcement of winner

The winning photo will be selected by a member or members of the Topaz senior management team.

The winner will be notified via email and the winning photo will be featured in the next issue of TopazWorld.

Prize

The winner will receive a Nikon D3200 DSLR camera with an additional 55-200mm lens plus a cleaning kit and a digipod.

How to enter

Theme / We are looking for photos that tell the Topaz story such as photos that show a Topaz vessel at sea or in action (ie doing anchor handling, fire-fighting or supply duties) or a photo showing you and/or your team working onboard a Topaz vessel. Nature shots are also acceptable provided that they were taken while onboard a Topaz vessel.

Photo specifications / Only digital (not printed) images are allowed and they should be of high-resolution, at least 300 dpi and in full colour. Images should be crisp, clear and not grainy, pixelated or blurred. Additionally, there should be enough clear space from the focal point (clear space can be sky or sea).

Composition / All photo submissions must depict safe working conditions. Images of crew aboard vessels must show proper application and use of PPE.

Photo caption / All photo submissions must be accompanied by a brief description of when and where the photo was taken and what the vessel or people in the photo is/are doing during the shot.

Email your entries to topaz.communications@topazworld.com during the contest period.

MOST IMPORTANTLY: PLEASE NOTE THAT TAKING THESE PHOTOS SHOULD ONLY BE DONE WHEN IT IS SAFE TO DO SO. REMEMBER, SAFETY FIRST ALWAYS!

NEED MORE INFORMATION?

Write to the us at topaz.communications@topazworld.com or call +971 4 440 47 40.

HR & CREWING

LONG SERVICE RECOGNITIONS IN BAKU AND DUBAI

At a ceremony in Baku on 14th August, senior management and staff of Topaz Marine Azerbaijan were joined by Topaz CEO René Kofod-Olsen, COO Roy Donaldson, HR Director Ealbra Moradkhan and Area Manager for Caspian Paul Jarkiewicz to present long service awards to long-serving team members.

Receiving the awards were Elmar Ibragimov, Senior Interpreter; Eldar Babayev, Receptionist; Igor Yashin, Electronic Engineer; Saida Kerimbeyli, Puchasing Assistant; Ilgar Aliyev, Purchasing Manager and Khanlar Gahramanov, Port Engineer.

They expressed their thanks and spoke about their pride and honour in working for the company for such a long time.

René, who said it was always a pleasure to come to Baku and spend time with Topaz Azerbaijan/BUE staff, took the opportunity to report on the visit by management to inspect the shallow-draft ice breaking ERRV Tulpar in Baku Shipyard.

During the event, the team was also briefed about the upcoming Shah Deniz project, a multi-year contract in the largest natural gas field in Azerbaijan, and the forthcoming move of the Topaz Azerbaijan office to a new location.

In a similar fashion, the Town Hall and Awarding Ceremony at Topaz's Dubai offices last August 27 saw an outstanding long service award presented to Joseph Edison, Logistic Assistant. He has been with the company for an impressive 25 years!

The event also saw 15-year presentations to Mohandas Thattazhi, Operations Coordinator; Mike Purvis, Safety Services Manager; Karunanithi Marimuthu, Invoicing and Payables Assistant; Sasidharan Sadasivan, Storekeeper; Anbaia Ravi Selvan, Port Engineer; Gopakumar Nair, Lead Man Mechanic; and Jay Daga, Deputy Chief Financial Officer.

Topaz CEO René Kofod-Olsen, who presented the awards, said that Topaz always aims to be an employer of choice and thanked the awardees for their contribution to the growth and success of the group.

See photos on the right. >>>

From the left: COO Roy Donaldson, Elmar Ibragimov, Area Manager - Caspian Paul Jarkiewicz, CEO René Kofod Olsen, Igor Yashin, HR Director Ealbra Moradkhan and Eldar Babayev. Not pictured were Saida Kerimbeyli, Ilgar Aliyev and Khanlar Gahramanov.

From the left: CEO Rene Kofod-Olsen, Mike Purvis, Mohandas Thattazhi, Sasidharan Sadasivan, Karunanithi Marimuthu, Joseph Edison, HR Director Ealbra Moradkhan, Jay Daga and COO Roy Donaldson. Not pictured were Ravi Selvan and Gopakumar Nair.

INAUGURAL STAFF BOWLING TOURNAMENT IN DOHA

On 19th June 2014, the first ever Staff Bowling Tournament for Topaz MENA was held in Doha. It was a fun event, which was enjoyed by all who attended. The top stars were Alma Amadure from the Commercial department – Female Champion and Best Team Player – and Jowel Olaso of Admin, who received the equivalent Male Champion and Best Team Player awards. The three other Best Team Player recipients were Betchner Arizo and Prabha Jeyaraman from Crewing, and HR's Mohamed Ibrahim Abbas.

Jowel Olaso

TOPAZ COMPANY IFTAR IN DUBAI

On the occasion of the holy month of Ramadan, Topaz Energy and Marine once again organised its annual Company Iftar. The event is held each year to recognise teamwork and loyalty, and also provides a great opportunity to meet others in the team. This year the Iftar was on 10th July at the Fairmont Hotel on Dubai's Palm Jumeirah, Dubai. Topaz senior executives and staff from Almas and Jebel Ali offices attended the event along with their families.

From the left: Mohammed Ibrahim Abbas, Prabha Jeyaraman, Alma Amadure and Betchner Arizo

COMPETENCE ASSURANCE PROGRAM UPDATE

In the last newsletter we announced plans to roll out our Competence Assurance Program (CAP). We are currently identifying a small number of vessels on which to pilot the program, with a view to testing usability before rolling it out to the rest of the fleet.

Before we begin the pilot here is some more information on the CAP and how this relates to your work on board.

Why do we need a Competence Assurance Program?

Lessons learned from major incidents in hazardous industries like ours show us that we can't assume an individual is competent based on qualifications, experience or training. A large number of incidents which take place are caused by human error due to lack of certain skills or knowledge, and often those involved have many years of experience in their positions.

We need a system whereby we can assure that our workforce has all the necessary knowledge and abilities to carry out their roles safely – the CAP is as much a check on the Company's arrangements for training and development as it is on individuals' competences.

I already hold a STCW Certificate of Competence, is that not enough?

STCW covers general maritime skills however we have developed our CAP based on the IMCA Competence Framework. IMCA introduced a higher level guideline with focused, additional competences which are relevant to our higher risk operations.

How does the Competence Assurance Program work?

For each rank there is a set of 'core' competence standards – these are the minimum skills, knowledge and abilities that are essential to each role regardless of the type of work being carried out on the vessel. For example: Safety Awareness and Management, Emergency Response, Communication and Personal Skills.

We have also identified some 'key' competence standards which are relevant to certain types of vessel activity, such as Anchor Handling, Cable Laying or DP Operations.

Each crew member will have their knowledge and ability assessed against these standards by Competence Assessors – normally the line manager or Head of Department on board. Once assessments are completed crew will be issued with a 'Competence Achievement Record'. This Record can then be used to demonstrate competence to clients or regulatory bodies.

What if I don't pass the Assessment successfully?

There is no need to worry if you do not complete a task or answer questions successfully first time. The Assessor will identify appropriate remedial action such as training or mentoring, and a reassessment will be scheduled. The aim of the Program is to provide our employees with the necessary knowledge and skills to do their jobs as safely and competently as possible.

IN SUMMARY:

The Competence Assurance Program **IS**:

- ✓ A system which allows crew to have a clear view of what competences they need for their current role but also for more senior roles
- ✓ An opportunity to identify and fill any training and development gaps for crew
- ✓ A tool to facilitate appropriate and effective career development planning

The Competence Assurance Program **IS NOT**:

- ✗ A system for catching people out, or for preventing their development or promotion
- ✗ An academic test
- ✗ A 'pass or fail' exercise

For comments, please email Katie Lea at katie.lea@topaz-marine.com

QHSE UPDATE

Dear Colleagues,

At the time of writing, Topaz has recorded its 18th consecutive LTI-free month. This is a fantastic milestone for the entire Company and positively reflects on your awareness of the large-scale hazards present in our industry. Unfortunately, whilst we have avoided major injuries for this period, we have incurred a number of negative incidents this year which highlights our need to remember the little hazards as well.

Many of these smaller incidents could have been easily avoided, with some extra care, planning and consideration applied; it is only natural to focus on the big tasks and obviously-hazardous jobs, and it is extremely positive that Topaz has remained LTI-free for the last year-and-a-half. But we should always remember that this positive must not come at the expense of increased minor injuries or potentially-harmful Near Misses.

By ensuring we apply the same level of care to the smaller, routine tasks then we will continue to grow our safety culture, across the entire Company. This will result in better prepared and more informed employees, which in turn will lead to a natural ability to identify, report and prevent safety issues much sooner.

Please keep up the positive efforts that are reflected in our safety record over the last year and a half, but ensure you do not let your guard down to the minor issues that could undo all of your hard work.

Stay Safe!

Ian Trebinski, Head of QHSSE

For comments, please email Ian Trebinski at qhse.news@topaz-marine.com

QHSE PERFORMANCE UPDATE LTM JUNE 2014

- LTIf remains at ZERO for the 18th consecutive month
- PRCf shows a steady rate through 2014, some 5 times higher than industry benchmarks and in spite of several clients abandoning their mandatory reporting programs
- MVR is also some 5 times higher than benchmarks and clearly demonstrates Topaz's commitment to direct engagement between our crews and senior management

MEASURE	OUR PERFORMANCE
FATAL ACCIDENT RATE	ZERO
LOST TIME INJURY FREQUENCY (LTIf)	ZERO
TOTAL RECORDABLE CASE FREQUENCY (TRCf)	1.40
ENVIRONMENTAL INCIDENT FREQUENCY	0.47
PRO-ACTIVE RECORDABLE CASE FREQUENCY	1,389
MANAGEMENT VISIT RATE	19

THIS YEAR'S SAFETY CULTURE SURVEY IS NOW OPEN!

The annual Safety Culture Survey is once again available to every employee throughout September and October. The first batch of engagement materials for this years' survey have already been issued, so you should be seeing posters and letters appearing in your vessels and offices, providing guidance on how to complete the survey and, later, on how we are progressing.

The survey is again being facilitated by our dedicated external consultancy, the Occupational Psychology Centre (The OPC) in the UK, and they have listened to your feedback from last year to make the following improvements to the survey;

- Easier language – the questions have been simplified to make them shorter and easier to understand;
- Fewer questions – in simplifying the language, we have also been able to address the same issues with fewer questions; almost 50% less than last year
- More access – the survey will be available in hard copy from the start, for those employees who cannot access the on-line version.

As with last year, the survey process is completely anonymous; you will not be asked for your name or any other information that could identify you. We therefore urge you to be as honest and as open as possible in your answers, to ensure we all gain the most value from future safety improvements.

Once the survey has been completed, we will communicate a summary of the results to you. We will tell you where you think we are good and where you feel improvement is warranted. Your answers to the survey will play a key role in helping us to drive these improvements, so please take up this opportunity, complete the survey and share your thoughts with us!

EXEMPLARY STOP CARD ABOARD THE TOPAZ SHAHEEN

AB Gautham Karayi from AHTS Topaz Shaheen has been presented with the July 2014 award for the Best Stop Card SOC. He received the award from Chief Officer / SDPO Bartolome Palapar.

Gautham Karayi was assisting a radar technician in repairing the radar scanner on the monkey island, and he noticed that the technician forgot to put a safety harness back on when he returned to the site. AB Karayi told him to stop the work immediately and come down to put on the safety harness.

To prevent recurrence of the problem, all Topaz staff onboard are reminded to pay close attention to safety procedures when assisting on any job, especially when there is a third party involved.

TOPAZ SIGNS SERVICE AGREEMENT WITH VIKING LIFE-SAVING EQUIPMENT

In support of Topaz's priority to always operate safely, the company recently signed a multi-million, multi-year service agreement with leading marine and fire safety equipment provider, Viking Life-Saving Equipment.

Under the terms of the agreement, Viking will upgrade all of Topaz's current liferafts and manage the on-going servicing and certification of the company's liferaft fleet.

The agreement brings about considerable cost efficiencies and strengthen Topaz's credentials and track record in safety and quality.

Safety Culture Survey 2014

TOPAZ ENERGY AND MARINE

Let yourself be heard! Give us your feedback!

You should now have received details on how to complete the Safety Culture Survey for this year.

Please take the time to complete the survey, as your opinion counts and will help us to continue making improvements in relation to safety.

Remember, your responses are completely anonymous and the survey runs from 1st September and closes on 31st October 2014.

Survey conducted by

the occupational psychology centre