

# Norman Smith

Tigh na Mara 2b Steinish ISLE OF LEWIS, Western Isles HS2 0AA

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## Objective

Having worked offshore for over 25 years, my goal is to offer the knowledge and experience gained over this period to work cooperatively and assist in achieving safe, efficient outcomes and to keep building on existing knowledge to broaden my experience and understanding.

# **Summary of Qualifications**

Master (II/2) STCW 95 CoC GMDSS UK GOC **Dynamic Positioning Operators Certificate** Ship Security Officer Certificate Navigation, Radar & ARPA Simulator Training (Management Level) (ECDIS) **Offshore Survival** GWO Basic Safety Training Certificates MIST Offshore Stab and Ballast Control (Stab II) Ballast Control Sim (Stab IV) **OIM Assessment OIM Regulations** Management of Major Emergencies Well Control Subsea and Surface Level 3 Kelvin TOPSET Senior Investigator ISM / ISPS Lead Auditor Offshore Spill Response OSR **OPITO Competence Assessor** EAL Internal Verifier NSL Rigging and Lifting (Level 2)

# **Relevant Experience**

Sept 2020 to present	Offshore Construction Manager, Baobab Ivoirian MV10 mooring line repair project, offshore Abidjan, Cote d'Ivoire.	
Aug 2014 to July 2020	OIM / Master Dolphin Drilling.	
Mar 2013 to Aug 2014	SSL / Barge Master Dolphin Drilling.	
June 2012 to Mar 2013	Main focal point and project manager for procurement of equipment, planning and installation of pre-laid moorings and installation of semisubmersible TSV alongside Dunbar Platform.	
June 2011	Janice FPSO pre-laid mooring planning and installation	
May 2011 to July 2012	Main focal point and Project Manager for the Sendje Ceiba FPSO chain inspection and replacement operation. Marine focal point and overall responsibility for Marine Operations and planning.	
Jan 2011 to Oct 2011	Main focal point and Project Manager for the Titan Salvage wreck recovery operation for the Vinca Gorthon offshore Den Helder. Marine focal point and overall responsibility for Marine Operations	
August 2010 to Nov 2010	Operational planning, Marine procedure preparation and Marine project manager for Acergy during the Taurt phase 2 and Ha'py field developments offshore Egypt	

July 2010 to Feb 2012	Main focal point for Marine planning relating to all Rashpetco rig moves in the Mediterranean.	
July 2010 to Feb 2012	Main focal point for Marine planning relating to all BP rig moves in the North Sea	
Jan 2010 to Mar 2012	Main focal point and Project Manager for the AGR Falklands drilling campaign. Marine focal point and overall responsibility for Marine Operations. Executed 17 consecutive rig moves during a 27 month campaign in extreme remote environment.	
April 2010	Performed the first Stev Manta anchor installation in the UK sector of the North Sea. Acted as Marine Superintendent onboard installation vessel.	
October 2008	Northern Producer FPSO pre laid mooring installation.	
1999 to 2008	Working with Maersk as Chief Officer. During this time I was fortunate to be involved in a large variety of work. This ranged from normal / deep water rig moving to specialist installations. I have worked anchors in depths from a few metres up to 1700 metres.	

## **Professional Biography**

I am a highly motivated individual. I have always striven to work to the highest standards in everything that I do.

Over the years I have come to understand that key requirements for successful outcomes are good communication and proper planning. These combined will invariably lead to a safe and efficient operation. In order to facilitate this I have endeavored to always be approachable and open to discussion when appropriate. I approach tasks in a logical way and try and include all involved in the planning process to ensure that the best solution possible is arrived at. When facing obstacles I encourage a proactive approach to overcoming them, working towards a suitable outcome. I have tried to apply this consistently through my career.

I have spent the majority of my professional career in the offshore industry. Through this time I have developed a good working relationship with individuals and companies and have been used to dealing with people at all levels.

My previous roles have been OIM, Barge Master, Marine Superintendent and then Operations Manager for InterMoor and prior to that 15 years anchor handling with Maersk. This range of roles gave me the opportunity to be involved in a great variety of offshore operations and to understand them from all sides. Moving from a purely operational background, anchor handling, to focusing more on planning, budgeting and logistics allowed me to gain a deeper understanding of how the industry worked and also the opportunity to build relationships with people at all levels and off many disciplines. I have had the privilege to work with some excellent people over many years who have been very generous with their knowledge and this experience has helped me to round out my understanding of all aspects of marine operations offshore.

Beginning my offshore career with Maersk Supply Service, the opportunities for personal development and also the rich variety of work undertaken gave me a solid foundation to build on.

# **Employment**

#### Marine Consultant, Steinish Marine Ltd. July 2020 to Present.

Providing marine supervision and consultancy services to the Offshore and Renewables sectors.

#### OIM / Master, Dolphin Drilling Ltd. August 2014 to July 2020

OIM / Master on board Dolphin Drilling Semi Submersible units.

Supervising all operations, departments and processes onboard

Responsibilities / Activities:

- Acting as the management representative offshore, supporting and implementing management decisions to provide a safe place of work while promoting safe working practices;
- Ensuring safe and effective compliance with all Policies, Standard Operating Procedures and contractual requirements as appropriate.
- Directing safe and efficient compliance with all safety regulations, codes and industry practices and relevant guidance.
- Demonstrating commitment to the safety policies through leadership and guidance. Communicating and demonstrating to all line managers and supervisors that safety is a line management responsibility.
- Managing timely completion of performance appraisals and effective administration of disciplinary and grievance procedures.

- Ensuring all personnel are working in a safe and effective manner, encouraging individuals to work together towards team Health and Safety objectives.
- Ensuring that all personnel have the necessary training, knowledge and experience to perform their tasks in a professional, safe and efficient manner.
- Maintaining as confidential management information and individual crew issues as appropriate.
- Responsible for ensuring full and effective control of all rig moves while co-ordinating with all involved personnel.
- Overall responsibility for the stability and ballast operations, ensuring that stability calculations are performed daily. This includes calculating the daily variable deck load and also storm contingency procedure.
- Be familiar with the contents of the Safety Case and Management System.
- Ensuring the applications of Safety Case changes are implemented and communicated as required.
- Be aware of all drilling, engineering and technical department operations. Be familiar with the relevant Client's rules and company procedures for well control and blowout prevention.
- Ensuring that a full and comprehensive written handover is given.
- Ensuring that all daytime activities are passed on to the Night Shift
- Responsible for initiating and directing an emergency response, including notification to the Emergency Response Vessel, the Maritime Coastguard Agency and the shore base.
- Managing and co-ordinating emergency response drills.
- Carrying out all operational tasks that are deemed reasonable and acceptable as instructed / delegated by the onshore Rig Manager.
- Appointed as Ship Security Officer (SSO) with responsibilities identified in rig Security Plan.
- Responsible offshore for ISM Code compliance; with overriding authority and the responsibility to make decisions with respect to safety and pollution prevention and to request the Company's assistance as required.
- Directing safe and efficient compliance with all environmental regulations, codes and industry practices and relevant guidance. Demonstrate commitment to the Company's environmental policy through leadership and guidance. Communicate and demonstrate to all line managers and supervisors that environmental issues are a line management responsibility.

## Stability Section Leader / Barge Engineer, Dolphin Drilling Ltd. Mar 2013 to Aug 2014

Stability Section Leader onboard Semi-Submersible TSV Borgsten Dolphin from March 2013 until October 2013 when I transferred to the MODU Byford Dolphin. I continued to serve as SSL until promotion to OIM in August 2014.

My areas of responsibility while serving in this role are detailed below.

Night Marine Supervisor. Deputises for OIM (night shift). Safety OfficerReporting to:Offshore Installation ManagerSupervising:Deck and Stability Operations at Night

### Responsibilities / Activities:

- Clearly act as part of support to the Dolphin offshore management team, to support and implement management decisions to provide a safe place of work while promoting safe working practices.
- Ensuring safe compliance with all company policies, standard operating procedures and contractual requirements as appropriate.
- Ensuring safe and efficient compliance with all safety regulations, codes and industry practice, ACOP, and relevant guidance.
- Communicating and demonstrating that safety is a line management responsibility, acting as the vessel Safety Officer co-ordinating HS&E activity onboard. Ensuring close communication between OIM and shore base QHS&E support.
- Ensuring timely completion of performance appraisals and effective administration of the disciplinary procedure.
- Ensuring that all marine and related operations are executed within the parameters established by regulatory authority, local maritime regulations, operator and company Policies, Procedures and Manuals.
- Ensuring that stability calculations are performed, this includes calculating daily variable deck loads, transfer of deck loads, bulk chemicals and also adverse weather/storm contingency procedures.
- Monitoring structural deck loads ensuring they do not exceed the maximum permissible weights.
- Maintaining communications with other departments regarding work priorities and operational requirements.
- Carrying out all tasks that are reasonably expected as delegated by the OIM and Rig Manager.
- Implementing and action the Marine Planned Maintenance System.
- Being familiar with the contents of the HS&E Case and the Dolphin Safety Management System.
- Ensuring that a fully comprehensive handover is given to the relief SSL.
- Ensuring that there is a full and comprehensive written handover of all night time activities to the OIM.
- Actively co-ordinating and participating as required in emergency response and drills.
- Participating fully as a member of an Emergency Response Team as required.

#### Marine Superintendent, InterMoor Marine Services Ltd. July 2012 to Mar 2013

Marine Superintendent, seconded to various offshore operators as Marine Representative on a variety of projects including pre-lay systems, rig moving and towing

## **Operations Manager, InterMoor Marine Services Ltd. Jan 2010 to July 2012**

Marine Operations Manager responsible for the day to day running of the marine department.

Duties included:

- Management of a team of mariners both on and offshore to provide full marine support.
- Assisting clients to select and manage anchor handling vessels including 3rd party chartering and budget compliance.
- Organisation of Semi-submersible and Jack-up rig moves.
- Assisting clients to charter vessels appropriate for various tasks with emphasis on ensuring both operational and technical compliance.
- Preparation of documentation.
- Auditing in accordance with ISO/ISM/IMCA or clients specific requirements.
- Provide marine guidance to senior project engineers.
- Organise MODU Audits for compliance with safety and legislative regulations.
- Preparation of detailed marine procedure documentation for offshore marine operations; rig moves, installation / abandonment projects.
- Management and supervision of marine equipment rentals: identification of requirements, mobilisation, installation, recovery and reconciliation.
- Organise Dynamically positioned vessel audits and trials.
- Marine surveying for audit / contractual purposes, cargo reconciliation and damage assessment.
- Market intelligence and suitability studies for Standby vessels, Supply and Anchor Handling vessels, Work Barges.
- Liaison with Governmental and Regulatory bodies including Classification and Warranty.
- Preparation of detailed technical documents such as : Hazop, Risk analysis, emergency response, oil spill contingency plans and combined operations / simultaneous operations procedures.
- Preparation of Corporate policy, Marine Operations Manuals, Charter Parties and Safe Working Practices for

Offshore Operations.

#### Marine Superintendent, InterMoor Marine Services Ltd. 2008 to 2010

Seconded to various offshore operators as Marine Representative on a variety of projects including pre-lay systems, rig moving and towing.

#### Chief Officer, Maersk Supply Service 1999 - 2008

I served on large anchor handling tugs as Chief Officer with Maersk between 1999 and 2008. During this time I participated in a large variety of work from straight forward anchor handling to large tow outs and installations. As well as the anchor handling side, I became familiar with cargo handling offshore and the health and safety requirements associated with the various operations working in the offshore environment.

I am a fully qualified DPO serving on class 2 DP vessels and holding an unlimited DP certificate. I have experience of Kongsberg DP systems and am familiar with Satellite, Laser and Hydro-Acoustic position reference systems.

While serving aboard these vessels, my duties mainly involved coordinating the ongoing maintenance of the vessel, overseeing the Health and Safety aspects of the deck department's day to day operations and I was also the vessels Ship Security Officer.

#### Second Officer, Maersk Supply Service — 1995 - 1999

I began working with Maersk as Second Officer on container vessels in 1995 and transferred offshore in 1996 seeking new challenges in my career. I worked on various vessels during this period with the focus of the work being mainly anchor handling and towing.

#### Chief Officer, Denholm Yacht Management — 1994 - 1995

I served as Chief Officer on a large motor yacht cruising world wide for almost a year whilst considering making the transition from deepsea sailing to the offshore sector. During this period I was responsible for the safe navigation and maintenance of the vessel as well as the catering to the various recreational requirements of the guests as far as water sports and excursions ashore to visit the places that the vessel called at.

#### Cadet, Third and Second Officer, Bibby Line Ltd - 1988 - 1994

From starting my cadetship with Bibby's in 1988 through Clyde Marine, I stayed with Bibby Line until I achieved the rank of Second Officer. During a period of change in the company when manning requirements were being reviewed, I decided to seek employment elsewhere as opportunities with Bibby Line were becoming fewer. During my time with Bibby I served mostly on Gas Tankers although I did also spend some time on cargo ferries.

## Education

1988 - 1992	Glasgow College of Nautical Studies - Class 3 Certificate of Competency,	Qualified 1992			
2005	Glasgow College of Nautical Studies - Chief Mates unlimited Certificate o in Nautical Science.	of Competency and HND			
2014	Classes Maritime Andrew Mater Maria and limited Cartificate of Com				

2014 Glasgow Maritime Academy – Mater Mariner unlimited Certificate of Competency.

# Interests

When at home I volunteer with the RNLI and am Deputy Second Coxswain on the Stornoway Lifeboat.

I also serve on the Children's Panel for the Western Isles region.

I enjoy DIY, being totally involved in the ongoing renovation of my house and barn. I also enjoy fishing and camping with my wife, children and dog

I have recently taken up running and am working on improving my distances and times.

# References

Available on request.