

<b>Title</b>	Reporting of Offshore Installation Movements		
<b>Publication Date</b>	18/10/2016	<b>Document Identification</b>	Operations Notice 6
<b>Review Date</b>	3 Years	<b>Master Reference</b>	2015/351642
<b>Target Audience</b>	All Stakeholders	<b>Document Owner</b>	ED7
		<b>Open Government Status</b>	Fully Open

## Introduction

1. This notice provides guidance for reporting of offshore installation movements. It has been revised to take account of legislative changes, and contact address details. It should be read in conjunction with the Energy Act 2008, Part 4A Consent to Locate (<https://www.gov.uk/oil-and-gas-offshore-environmental-legislation#the-energy-act-2008-part-4a-consent-to-locate>).
2. It is essential that the relevant government and commercial bodies are separately advised of the appropriate information. There have previously been examples of inadequate liaison between helicopter operators and installation owners and operators when ensuring that aeronautical communications and navigation aids (NDBs) have been correctly established for new installation operating locations. In addition there have previously been reports of co-ordinates being notified in a variety of formats. Where a period (.) is used it must only be used as a decimal point and not as a spacer.
3. Use of the attached standard form, [Annex 1](#) ensures the required information is provided to all relevant parties
4. Reports, in the form of Annex A, are required from the operator for movements of a production installation (PI) or the owner (person controlling the operation) for movements of a non-production installation (NPI). Reports are to be sent to the following recipients in the circumstances described:
  - i) **Local Helicopter bases** : simultaneously, to the local helicopter bases serving the old and new locations.
  - ii) **MOD Hydrographer and Maritime and Coastguard Agency (MCA)** :

- a) Notify [oilandgas@hmccg.gov.uk](mailto:oilandgas@hmccg.gov.uk) for aspects b) to f) listed below
- b) the appropriate Coastguard Operations Centre (CGOC) must be given warning of movements at least 48 hours before them taking place.
- c) when an installation being established arrives at its intended location (or intermediate position if necessary);
- d) when a precise position has been established at the new location;
- e) when an installation commences a move to leave UK waters; and
- f) when an installation has left UK waters

### iii) Health and Safety Executive (HSE) :

- a) notify [ED.Offshore.Rigmoves@hse.gsi.gov.uk](mailto:ED.Offshore.Rigmoves@hse.gsi.gov.uk) prior to entering or leaving UK Waters
- b) notify [ED.Offshore.Rigmoves@hse.gsi.gov.uk](mailto:ED.Offshore.Rigmoves@hse.gsi.gov.uk) when moving from one location to another within UK Waters

**iv) Police :** Oil & Gas UK has agreed that operators will notify Chief Constables of the location of installations over which they exercise police jurisdiction.

### v) Department for Business, Energy & Industrial Strategy (BEIS) :

- a) notify [Offshore.Inspectorate@beis.gov.uk](mailto:Offshore.Inspectorate@beis.gov.uk) and [emt@beis.gov.uk](mailto:emt@beis.gov.uk) prior to entering or leaving UK Waters
- b) notify [Offshore.Inspectorate@beis.gov.uk](mailto:Offshore.Inspectorate@beis.gov.uk) and [emt@beis.gov.uk](mailto:emt@beis.gov.uk) when moving from one location to another within UK Waters

### 5. Additional relevant legislation :

i) Offshore Installations and Pipeline Works (Management and Administration) Regulations

1995 : Regulation 5 (Link) <http://www.legislation.gov.uk/ukxi/1995/738/contents/made>

ii) Directive 2013/30/EU Article 11 4 [http://eur-lex.europa.eu/legal-](http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex:32013L0030)

[content/EN/TXT/?uri=celex:32013L0030](http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex:32013L0030)

iii) Implementing Regulation (EU) No 1112/2014 : Annex 11

(Link). [http://euoag.jrc.ec.europa.eu/files/attachments/implementing\\_regulation\\_13\\_oct\\_2014.pdf](http://euoag.jrc.ec.europa.eu/files/attachments/implementing_regulation_13_oct_2014.pdf)

iv) The Energy Act 2008, Part 4A Consent to Locate <https://www.gov.uk/guidance/oil-and-gas-offshore-environmental-legislation#the-energy-act-2008-part-4a-consent-to-locate>

v) notification to Chief Constables in accordance with Criminal Jurisdiction (offshore Activities) Order 1987 [Link]; <http://www.legislation.gov.uk/ukxi/1987/2198/contents/made>

vi) operation of aeronautical radio stations and NDB's in accordance with Civil Aviation Authority UK AIP,

<http://www.caa.co.uk/default.aspx?catid=2414&pagetype=90&pageid=12099>

## 6. Installation Operators and Owners should also ensure that :

- Liaison with fishing interests is maintained at all times with the local offices of the fisheries' departments, and for operations within Territorial Waters with the appropriate Sea Fisheries Committee.
- they give at least 14 days notice of all seismic activities to the Submarine Controller, HMS Warrior, Northwood, Middlesex HA6 3NP so that the necessary warning notices may be issued.

This guidance is issued by the Offshore Safety Directive Regulator (OSDR). Following the guidance is not compulsory and you are free to take other action. But if you do follow the guidance you will normally be doing enough to comply with the law. Inspectors seek to secure compliance with the law and may refer to this guidance as illustrating good practice.

# Offshore Safety Directive Regulator

Annex 1  
 Report of offshore installation movement  
 Operations Notice 6  
**Format for Email or Fax**

<b>Rig move. warning* / arrival* / position advice</b>			
Originator's reference:			
Date / time of despatch:			
<b>Installation Name</b>			
<b>Owner</b> (person controlling the operation) for Non Production (NPI)			
<b>Operator</b> for production installations (PI)			
UK address for contact:			
Phone number:		Email address or Fax number:	
<b>Move from:</b>		Planned* / Actual*	
Date / time:			
Latitude:			
Longitude:			
Well registration number:			
<b>Move to:</b>		Planned* / Actual*	
Date / time:			
Latitude:			
Longitude:			
Well registration number:			

<b>Operators at location</b>  <ol style="list-style-type: none"><li>1. Work to be carried out at new location, well number if applicable.</li><li>2. Any installation within 500 metres of new location and any connection to that installation.</li><li>3. Any installation or vessel within 1000 metres that may infringe the helideck safe operating criteria.</li><li>4. Rig heading (degrees magnetic) at new location</li></ol>	
<b>Aeronautical frequencies used at new location</b>	
Installation callsign (as approved by ATSSD, CAA):	
VHF (traffic):	
VHF (log):	
NDB:	
Frequency:	
NDB Ident	

\* Delete as appropriate

**Note:** If any part of this information cannot be supplied, request immediate assistance (before first flight to the installation) from the 'contracted' helicopter's flight operations manager or the concession owner's logistics department.