



WORK INSTRUCTIONS FOR MARINE OPERATIONS DEPARTMENT

| Document Number | Document Title | Issued Date | Issue No. |
|----------------------------|---|-------------|-----------|
| | <u>Office Related Work Instructions</u> | | |
| WI.MAR.101 | Job Description for Positions within the Marine Operations Department | 02.05.03 | 4 |
| WI.MAR.102 | Qualification Criteria for Positions Within the Marine Operations Department | 06.01.99 | 1 |
| WI.MAR.111 | Purchase and Freight Instruction for Vessel Operations in Fugro-Geoteam AS | 24.04.02 | 7 |
| WI.MAR.112 | Instruks for Kontering av Fakturaer | 26.04.99 | 3 |
| WI.MAR.113 | Crew Change Instructions, Marine Operations Department | 27.06.03 | 4 |
| WI.MAR.114 | Handling Instruction for Purchaser, Supplier and Agent Who Co-operate with Fugro-Geoteam AS | 26.04.99 | 1 |
| WI.MAR.115 | Arbeidsinstruks for Flyspesialisten ved mannskapsskifte for Fugro-Geoteam AS | 16.11.98 | 1 |
| WI.MAR.116 | Instruction for Planning of Seismic Activity in Remote Areas | 18.05.00 | 2 |
| WI.MAR.117 | Work Instruction for Producing a Field Report | 14.08.02 | 1 |
| | <u>General Work Instructions for all Vessels</u> | | |
| WI.MAR.201 | Work Instruction for Permit to Work on board Vessels | 20.03.03 | 6 |
| WI.MAR.202 | Work Instruction for Control of Personal Protective Equipment on Foreign Registered Vessels | 19.09.97 | 1 |
| WI.MAR.203 | Work Instruction for Sound Velocity Measurement | 22.09.97 | 2 |
| WI.MAR.204 | Work Instruction for Re-shoots and Overlapping Segments of Digital Lines | 14.08.97 | 3 |
| WI.MAR.207 | Work Instruction for Gang-Way Watch on Vessels Operated by Fugro-Geoteam AS | 21.08.98 | 4 |
| WI.MAR.208 | Work Instruction for Bird Depth Calibration And Battery Check | 18.09.97 | 1 |
| WI.MAR.209 | Work Instruction for High Pressure Compressors | 15.03.99 | 2 |
| WI.MAR.210 | Work Instruction for Check of Echo Sounder | 28.10.97 | 2 |
| WI.MAR.211 | Work Instruction for Minimising Disturbance to Marine Mammals | 01.07.99 | 3 |
| WI.MAR.212 | Work Instruction for Start of Project, Navigation | 04.03.02 | 2 |
| WI.MAR.213 | Work Instruction for Start and end of Line, Navigation | 04.03.02 | 2 |
| WI.MAR.214 | Work Instruction for Chase Boats | 30.01.98 | 1 |
| WI.MAR.215 | Work Instruction for Tailbuoy Handling by Chase Boats | 12.03.98 | 2 |
| WI.MAR.216 | Work Instruction for Changing Components on Tailbuoy | 05.03.02 | 4 |
| WI.MAR.217 | Work Instruction for Simrad EA 500 Hydrographic Echo Sounder | 27.04.99 | 2 |
| WI.MAR.218 | Instruction for Safety Induction on Fugro-Geoteam AS' Vessels | 18.03.99 | 2,rev1 |



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| | <u>General Work Instructions for all Vessels</u> | | |
| WI.MAR.219 | Work Instruction for Copying and Backing up of Navigation Data from Starfix Suite | 11.12.02 | 3 |
| WI.MAR.220 | General Work Boat Instruction | 20.03.03 | 4 |
| WI.MAR.221 | Instruction for Operating within the 500 Meter Zone of an Offshore Installation | 07.02.03 | 5 |
| WI.MAR.222 | Bunkering Offshore Instruction | 12.02.03 | 4 |
| WI.MAR.223 | Work Instruction for Recovery of Lost / Damaged Seismic Streamer | 11.10.00 | 1 |
| WI.MAR.224 | Instruction for Operation of Sonobuoys | 12.09.01 | 2 |
| WI.MAR.225 | Work Instruction for Input / Output MSX System | 29.11.00 | 1 |
| WI.MAR.226 | Work Instruction for Backup of Recorded Seismic Field Data | 14.01.03 | 2 |
| WI.MAR.227 | Work Instruction for Monitoring of Streamer Noise | 16.11.00 | 1 |
| WI.MAR.228 | Work Instruction for Start and End of Line, Instrument | 29.11.00 | 2 |
| WI.MAR.229 | Work Instruction for Reflex Binning | 25.04.01 | 2 |
| WI.MAR.230 | Work Instruction for 3D Navigation Data Processing | 09.10.01 | 3 |
| WI.MAR.231 | Work Instruction for Seismic Vessel using Chase Boat | 26.06.01 | 1 |
| WI.MAR.232 | Work Instruction for Prevention of Vessels crossing Streamer | 30.05.02 | 2 |
| WI.MAR.233 | Work Instruction for an Incident Situation with Towed Equipment | 08.08.01 | 2 |
| WI.MAR.234 | Work Instruction for Spare Levels of Streamer and In-Water Equipment | 12.12.02 | 3 |
| WI.MAR.235 | Work Instruction for 2D Navigation Data Processing | 05.03.02 | 5 |
| WI.MAR.236 | Work Instruction for Spare Levels of Navigation Equipment | 05.03.02 | 1 |
| WI.MAR.237 | Defect Reporting Instruction | 06.03.02 | 1 |
| WI.MAR.238 | Vessel at Yard Instruction | 06.03.02 | 1 |
| WI.MAR.239 | Work Instruction for Internet Usage on Fugro-Geoteam AS' Vessels | 22.03.02 | 1 |
| WI.MAR.240 | Work Instruction for Spare Levels of Mechanical Equipment | 06.02.03 | 1 |
| WI.MAR.241 | Extreme Weather Avoidance Guidelines | 12.02.03 | 1 |
| WI.MAR.242 | Work Instruction for Start/End of Project, 3D Navigation | 08.05.03 | 2 |
| WI.MAR.243 | Work Instruction for Atlas Deso 25 Hydrographic Echo Sounder | 02.06.03 | 1 |



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|----------------------------|--|-------------|-----------|
| | <u>M/V Geo Arctic Vessel Specific</u> | | |
| WI.MAR.501 | Work Instruction for Deployment and Recovery of Streamer on R/V Geo Arctic | 08.07.03 | 4 |
| WI.MAR.502 | Work Instruction for Deployment and Recovery of Gun Array on R/V Geo Arctic | 01.08.03 | 3 |
| WI.MAR.504 | Work Instruction for Crane Operations Bonfiglioli Z 7600/0, Geo Arctic | 01.07.03 | 2 |
| WI.MAR.505 | Work Instruction for Launching and Recovering of R/V Geo Arctic's Workboat. | 24.07.03 | 2 |
| WI.MAR.506 | Work Instruction for Maintenance and Replacing of Streamer Section, Modules, Birds and Retrievers using R/V Geo Arctic's Workboat. | 25.07.03 | 2 |
| WI.MAR.507 | Work Instruction for Maintenance and Replacing of Tailbuoy using R/V Geo Arctic's Work Boat / Chase Boat. | 04.05.00 | 1 |
| WI.MAR.508 | Work Instruction for Response to a MOB Situation (Exercise/Incident) on R/V Geo Arctic | 02.07.03 | 2 |
| WI.MAR.509 | Work Instruction for Helicopter Operations Onboard R/V Geo Arctic | 14.07.03 | 3 |



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|----------------------------|--|-------------|-----------|
| | <u>M/V Geo Pacific Vessel Specific</u> | | |
| WI.MAR.601 | Work Instruction for Deployment and Recovery of Streamer on M/V Geo Pacific. | 05.05.03 | 2 |
| WI.MAR.602 | Work Instruction for Deployment and Recovery of Gun Array on M/V Geo Pacific. | 02.06.03 | 3 |
| WI.MAR.603 | Work Instruction for Deployment and Recovery of Deflectors on M/V Geo Pacific. | 24.07.03 | 3 |
| WI.MAR.604 | Work Instruction for Deployment and Recovery of Tailbuoy on M/V Geo Pacific. | 25.07.03 | 3 |
| WI.MAR.605 | Work Instruction for Maintenance and Replacing of Tailbuoy using M/V Geo Pacific's Work Boat. | 28.07.03 | 4 |
| WI.MAR.606 | Work Instruction for Maintenance and Replacing of Streamer Section using M/V Geo Pacific's Workboat. | 07.08.03 | 3 |
| WI.MAR.607 | Work Instruction for Emergency Recovery of Seismic Equipment on M/V Geo Pacific | 08.05.98 | 1 |
| WI.MAR.609 | Work Instruction for Start/End of Line and Line Changes, 3D Navigation | 15.05.98 | 1 |
| WI.MAR.611 | Work Instruction for Start and End of Line, 3D Guns | 28.07.03 | 3 |
| WI.MAR.612 | Work Instruction for Replacement of Birds, Modules, Retrievers and Acoustics using M/V Geo Pacific's Workboat. | 28.11.02 | 2 |
| WI.MAR.613 | Work Instruction for Launching and Recovering of M/V Geo Pacific's Workboat. | 07.04.00 | 2 |
| WI.MAR.615 | Work Instruction for Security of M/V Geo Pacific | 25.11.02 | 3 |
| WI.MAR.616 | Security Standing Operating Procedure Coast Guard Officers M/V Geo Pacific & Guard Vessels | 25.11.02 | 2 |



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| | <u>R/V Geo Baltic Vessel Specific</u> | | |
| WI.MAR.701 | Work Instruction for Deployment and Recovery of Streamer on R/V Geo Baltic | 14.05.02 | 5 |
| WI.MAR.702 | Work Instruction for Deployment and Recovery of Gun Arrays on R/V Geo Baltic | 17.12.02 | 10 |
| WI.MAR.703 | Work Instruction for Barovane Deployment and Recovery 2D and 3D Operations on R/V Geo Baltic | 11.10.02 | 6 |
| WI.MAR.704 | Work Instruction for Crane Operations on board R/V Geo Baltic | 22.10.02 | 4 |
| WI.MAR.705 | Work Instruction for Maintenance and Replacement of Tailbuoy using M/V Geo Baltic's Work Boat/Chase Boat | 12.03.99 | 2 |
| WI.MAR.706 | Work Instruction for Start and End of Line on Geo Baltic – 2D Instrument | 10.03.99 | 2 |
| WI.MAR.707 | Work Instruction for Start and End of Line, Guns on R/V Geo Baltic | 17.10.02 | 3 |
| WI.MAR.708 | Work Instruction for Deployment and Recovery of Tailbuoy on R/V Geo Baltic | 17.10.02 | 3 |
| WI.MAR.709 | Work Instruction for Launching and Recovering of R/V Geo Baltic's Work Boat | 09.12.02 | 3 |
| WI.MAR.710 | Work Instruction for Response to a MOB Situation on R/V Geo Baltic | 17.03.99 | 1 |
| WI.MAR.711 | Work Instruction for Start and Stop of Compressors on R/V Geo Baltic | 06.05.03 | 4 |
| WI.MAR.712 | Work Instruction for use of Work Boat on R/V Geo Baltic | 09.05.00 | 1 |
| WI.MAR.713 | Work Instruction for Maintenance and Replacing Birds, Acoustic Units and Modules Using R/V Geo Baltic's Work Boat | 17.07.01 | 2 |
| WI.MAR.714 | Work Instruction for Deployment and Recovery of Dual Streamers on R/V Geo Baltic | 09.05.00 | 1 |
| WI.MAR.715 | Work Instruction for Maintenance and Replacing of Streamer Section using M/V Geo Baltic's Work Boat | 19.08.03 | 1 |



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FINANCE & ADMINISTRATION DEPARTMENT

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|----------------------------|--|----------|---|
| WI.ADM.101 | Instruks for håndtering av inngående post/expresspost og telefax | 12.10.99 | 3 |
| WI.ADM.102 | Instruks for sentralbordtjenesten | 16.05.02 | 4 |
| WI.ADM.103 | Instruks for håndtering av utgående post/expresspost og telefax | 15.10.99 | 1 |
| WI.ADM.104 | Instruks for drift av kantine | 18.07.02 | 1 |

QA/HSE INSTRUCTIONS

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|----------------------------|--|----------|---------|
| WI.HSE.101 | Contingency Plan for Management Emergency Team | 06.08.03 | 5 |
| WI.HSE.102 | Work Instruction for Hazard Identification and Risk Assessment | 11.09.98 | 1 |
| WI.HSE.103 | Work Instruction for Incident Reporting | 07.03.00 | 2 |
| WI.HSE.107 | Long Distance Driving Safety Instruction | 23.11.99 | 4 rev.1 |
| WI.QAS.111 | Vessel Inspection Work Instruction | 15.11.96 | 2 |
| WI.QAS.121 | Spedisjonsinstruks for Hovedkontoret | 26.06.96 | 2 |

SEISMIC PROCESSING DEPARTMENT

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|----------------------------|-------------------------------------|----------|---|
| WI.SUR.130 | On Board 3D QC Seismic Processing | 11.06.99 | 2 |
| WI.SUR.131 | Seismic Processing Work Instruction | 12.10.99 | 5 |
| WI.SPR.132 | On Board 2D QC Seismic Processing | 30.11.01 | 2 |