Role:	R04 – ROV Pilot/Technician Grade II	Name:		Start Date in Current Role:	

Knowledge	Ability	Assessment Method/ Documentary Evidence	Assessed		Verified	
			Signature	Date	Signature	Date
R/R04/000/01 – Safety						
♦ Awareness of legislation ♦ Awareness of company safety management system ♦ Knowledge of own role and responsibilities ♦ Basic understanding of regulations ♦ Understanding of company safety management system ♦ Identification of different areas in the workplace and the risks associated with each	♦ Locate all relevant health, safety and quality procedures at the worksite					
	♦ Participate in an offshore safety induction					
	♦ Follow safety instructions and use correct appropriate safety equipment for all deck and worksite operations					
R/R04/000/02 – Emergency response						
♦ Knowledge of emergency procedures ♦ Knowledge of the ROV team members' roles and responsibilities ♦ Ability to describe own role in emergency situations and that of colleagues	♦ Read and demonstrated an understanding of company emergency procedure documents and where to find them					
	♦ Raise alarm and to alert others					
R/R04/000/03 – Communication and personnel skills						
♦ Knowledge and understanding of English permitting good oral and written communication ♦ Recognition of personal limitations and requests assistance from others when necessary without undue disruption and willing to offer assistance when needed	♦ Establish and maintain good working relationships with immediate team members					
	♦ Use of clear, concise and correct verbal communications with supervisor					
	♦ Work as part of a team and assist others					
	♦ Communicate with other team members					

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DEMO – Demonstration to Assessor/Verifier.

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Knowledge	Ability	Assessment Method/ Documentary Evidence	Assessed		Verified	
			Signature	Date	Signature	Date
R/R04/000/04 – Preventative maintenance						
♦ Awareness of requirements ♦ Assistance of colleagues when required with planned maintenance	♦ Describe why and when planned maintenance is needed					
	♦ Assist in preparing work area					
	♦ Determine what system isolations are required at the work area					
	♦ Determine relevant tools for work to be undertaken, under supervision					
R/R04/000/05 – Fault finding						
♦ Fault finding processes ♦ Identification of hazards that could arise during fault finding	♦ Locate and follow fault finding procedures for all systems within ROV system					
	♦ Report and record work carried out					
R/R04/000/06 – Piloting an ROV (piloting/technical)						
♦ Describe the function of standard ROV controls and their use in navigating the ROV ♦ Understanding of use of sonar ♦ Awareness of changes in ranges/scales ♦ Understanding of use of acoustic positioning systems used by ROVs	♦ Navigating an ROV to work site in normal environmental conditions					
	♦ Familiarity with ROV controls					
	♦ Utilise navigational aids in order to direct and assist in piloting ROV					

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R/R04/000/07 – Administration						
♦ Understand importance of documentation and logs ♦ Knowledge of company QA and associated procedures	♦ Record ROV dive information onto dive logs					
	♦ Able to complete dive records – video, audio and written					
	♦ Record video information on to video tape in the required format					
	♦ Audio dub video material in real time utilising correct terminology and specified procedures					
R/R04/000/08 – Technical						
♦ Knowledge of fundamentals of ROV system and subsystems, to include vehicle, launch and recovery system, and topside control system ♦ Understanding of fundamental hydraulic, electric and electronic principles	♦ Identify all the main components of the ROV system and describe their functions, e.g. winch, A-frame/crane, topside control components					
	♦ Perform general maintenance tasks (under supervision)					
	♦ Identify and assist with changing major hydraulic, electronic and electrical components					
	♦ Ability to assemble tools needed in change out, including personal protective equipment					
R/R04/000/09 – ROV systems						
♦ Testing, maintenance and operation of ROV system under supervision ♦ Understanding of power up/power down safety sequence	♦ Assist with the completion of pre-dive checks of an ROV					
	♦ Assist with the launch of an ROV in normal environmental conditions					
	♦ Assist with completion of post dive checks of an ROV					

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Knowledge	Ability	Assessment Method/ Documentary Evidence	Assessed		Verified	
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R/R04/000/10 – Project activities						
♦ Understanding of project equipment operation procedures	♦ Familiarisation					
	♦ Project planning					
	♦ ROV dive planning					
R/R04/000/11 – Safe operating techniques						
♦ Understanding of safety and environmental requirements during launch and recovery and deck operations	♦ Describe correct/safe operation of launching system					
	♦ Describe roles of ROV team members during launch and recovery operations					
	♦ Describe the environmental effects of and limitations to launch and recovery operations					

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Assessor and Verifier Record and Contact Details

Assessor or Verifier	Name	Job Title	Company Name & Company Stamp	Contact Details	Signature

Role:	R04 – ROV Pilot/Technician Grade II	Name:		Start Date in Current Role:	

Assessor Notes

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Role:	R04 – ROV Pilot/Technician Grade II	Name:		Start Date in Current Role:	

Verifier Notes

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