

## **NEW BUILDING PROJECT - SCOPE OF SERVICES**

### **Evaluation and Contracting Phase**

- Yard assessment
- Review of building specifications and makers' list
- Technical and contractual negotiation with the Yard
- Attending meetings with Owners, Yard, Owners' Brokers

### **Plan approval**

- Reviewing of vessel Specifications
- Negotiating any required modification and improvement with Yard, in accordance with Owners directions and guidelines
- Approval of plans to verify their compliance with rules, regulations, standards and the Shipbuilding Contracts
- Attending meetings with the Yard and Owners
- Attending model tests

### **Equipment Manufacturers**

- Review of equipment makers as included in the Manufacturer List
- Technical analysis of proposed equipment and enhancement of intended supply, if necessary
- Negotiations with makers and Yard, with the aim of providing top quality world-wide renowned equipment

### **Site Team**

- Selection of the Site Team members
- Concluding the employment contracts and negotiating terms and conditions of Site Team members
- Submitting Site Team members' CVs to Owners and obtaining their approval
- Assistance to the Site Team (insurance covers, visa and work permit, accommodation, travelling, transportation etc.)
- Supervision of the Site Office administration, including funds management

### **Vessel Construction**

- Establishing and monitoring the Site Team reporting
- Monitoring the Site Team performances
- Evaluating variation to Specifications or plans together with Site Team and Yard and negotiating cost changes, if any, as agreed with Owners
- Reporting to Owners about construction schedule progress and any other relevant information (major non-conformities, delays, changes in equipment, construction or design etc.)
- Attending inspections at the Yard's and Yard subcontractors' premises
- Attending test bed, sea trials and ship systems commissioning

### **Vessel Delivery**

- Control of ship documentation and certification in co-ordination with Owners' legal department
- Identification and organizing the supply of Builder's and Owners' initial spares and consumables
- Co-ordination and supervision of ship's crew phase-in plan
- Supply of adequate technical support to the ship's crew, including assistance for the preparation of third party's inspection
- Assisting Owners/Managers in the preparation of the data base for the planned maintenance system
- Storing up and preparation for sea service
- Organizing the naming ceremony and the ship's delivery

### **Vessel in operation**

- Guarantee supervision and support

### **Reporting and Documentation**

- Holding meeting with Owners' representatives on regular basis and as may be required
- Reporting about all aspects of the project (defect or deviation from the Contract, Specifications' changes for vessel's design improvement, etc.), in an agreed format and schedule