



**TECHNICAL AND OPERATIONAL GUIDANCE  
(TECHOP)  
SEPTEMBER 2012**

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## CONTENTS

SECTION		PAGE
<b>1</b>	<b>INTRODUCTION.....</b>	<b>3</b>
1.1	PREAMBLE.....	3
1.2	TECHOP_ODP.....	3
1.3	TECHOP_GEN.....	3
1.4	MTS DP GUIDANCE REVISION METHODOLOGY.....	4
<b>2</b>	<b>TECHOP LAYOUT.....</b>	<b>5</b>

# 1 INTRODUCTION

## 1.1 PREAMBLE

1.1.1 The Guidance documents on DP (Design and Operations) were published by the MTS DP Technical Committee in 2011 and 2010, Subsequent engagement has occurred with:

- Classification Societies (DNV, ABS).
- United States Coast Guard (USCG).
- Marine Safety Forum (MSF).

1.1.2 Feedback has also been received through the comments section provided in the MTS DP Technical Committee Web Site.

1.1.3 It became apparent that a mechanism needed to be developed and implemented to address the following in a pragmatic manner.

- Feedback provided by the various stakeholders.
- Additional information and guidance that the MTS DP Technical Committee wished to provide means to facilitate revisions to the documents and communication of the same to the various stakeholders.

1.1.4 The use of Technical and Operations Guidance Notes (TECHOP) was deemed to be a suitable vehicle to address the above. These TECHOP Notes will be in two categories:

- TECHOP\_ODP.
- TECHOP\_GEN.

## 1.2 TECHOP\_ODP

1.2.1 Technical guidance Notes provided to address Guidance contained within the Operations, Design or DP Personnel

1.2.2 The TECHOP will be identified by the following:

TECHOP\_ODP\_SNO\_CATEGORY (DESIGN (D) OPERATIONS (O) DP PERSONNEL (P)).

- EG 1 TECHOP\_ODP\_00\_(O)\_(HIGH LEVEL PHILOSOPHY).
- EG 2 TECHOP\_ODP\_02\_(D)\_(BLACKOUT RECOVERY).

## 1.3 TECHOP\_GEN

1.3.1 MTS DP TECHNICAL COMMITTEE intends to publish topical white papers. These topical white papers will be identified by the following:

TECHOP\_GEN\_SNO\_DESCRIPTION.

- EG 1 TECHOP\_GEN\_00 (TECHOP GUIDANCE).
- EG 2 TECHOP\_GEN\_02-(POWER PLANT COMMON CAUSE FAILURES)

1.3.2 TECHOP as described in 1.2 and 1.3 above will be published as relevant and appropriate. These TECHOP will be written in a manner that will facilitate them to be used as standalone documents.

1.3.3 Subsequent revisions of the MTS Guidance documents will review the published TECHOPs and incorporate as appropriate.

- 1.3.4 Communications with stakeholders will be established as appropriate to ensure that they are notified of intended revisions. Stakeholders will be provided with the opportunity to participate in the review process and invited to be part of the review team as appropriate.

#### **1.4 MTS DP GUIDANCE REVISION METHODOLOGY**

- 1.4.1 TECHOP as described above will be published as relevant and appropriate. These TECHOP will be written in a manner that will facilitate them to be used as standalone documents.
- 1.4.2 Subsequent revisions of the MTS Guidance documents will review the published TECHOPs and incorporate as appropriate.
- 1.4.3 Communications with stakeholders will be established as appropriate to ensure that they are notified of intended revisions. Stakeholders will be provided with the opportunity to participate in the review process and invited to be part of the review team as appropriate.

## 2 TECHOP LAYOUT

TECHOP will be laid out as follows

- SECTION 1 - TECHOP ORIENTATION  
(These TECHOPs are to be read as stand-alone documents). Section 1 will thus be contained in each TECHOP)
- SECTION 2 – SCOPE AND IMPACT OF TECHOP (WHAT THE TECHOP COVERS)
- SECTION 3 - CASE FOR ACTION (PURPOSE /WHY)
- SECTION 4 – SUGGESTED IMPLEMENTATION METHODOLOGY (HOW IS TO BE USED)
- SECTION 5 - MISCELLANEOUS ( Stakeholder Management/Notification and catch all for what is not covered in Section 2, 3, 4).