

FROG-6 User Manual

Original Instructions for Frog Models: HC6-01 (620) Standard HC6-01 (621) Mexico Standard HC6-01 (622) Brazil Standard HC6-01 (640) Arctic

Rev 06 | Issued 02-MAY-2019

Reflex Marine OFFSHORE ACCESS SPECIALISTS

Reflex Marine Ltd Offshore Access Specialists

Purpose of Manual

This manual contains general instructions for the operation and maintenance of the FROG-6.

Safe and proper use of the FROG-6 is the responsibility of the user after having taken due regard of the information provided in this document.

The user must ensure that all safety measures as required by relevant legislation and by good operational practice are utilised for operations involving the FROG-6.

Adequate training must be provided for all personnel involved in the operation of the FROG-6 before the commencement of operational use.

For the purposes of this manual RML will be deemed to mean Reflex Marine Ltd.

Please retain this manual for future reference. Additional copies may be obtained by contacting Reflex Marine Ltd or by downloading the latest manual revision from <u>www.reflexmarine.com/support</u>.

Revision	Date Issued	Status	Approved	Name	Signed
02	07 Jan 2008	Revised	RML Operations -		-
			Manager		
02.1	22 Apr 2008	Revised	RML Operations	-	-
			Manager		
03	15 Jun 2010	Revised	RML Operations	D Brittan	NUL
			Manager		DK2.
04	22 May 2012	Revised	RML Lead Production	P Onions	Mins
			and Quality Engineer		Gue
04.1	04-Apr-2013	Revised	RML Lead Engineer	P Onions	Miens
			Operations		Juc 1
05	24-Nov-2014	Revised	Client Support	J Cryan	1 lh an
06	02-May-2019	Working	RML Engineering	P.Onions	Diane
		C C	Manager		Alle S

Revision Approval

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Document Revision & Control

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- ii. A record must be maintained of all documentation changes.
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- iv. Upon revision of the FROG-6 User Manual, the manual will be distributed to the list of document holders indicated below.
- v. The control, revision and distribution of this manual will be the responsibility of the Reflex Marine Ltd Lead Production and Quality Engineer.

Rev	Reason For Revision			
No		Safety Critical		
		Change		
02	Section 2 - Update to sections 2.1 and 2.2.	No		
	Section 3 - Revision to Operating Parameters.	Yes		
	Section 6 - General revision to periodic inspection and maintenance.	Yes		
	Appendix D - Update.	No		
	Appendix E - Update.	No		
02.1	Section 6 - Update to sections 6.2, 6.3 and 6.6.	No		
	Appendix C - Update.	No		
	Appendix D - Update.	No		
03	The Frog 6 User Manual has been reformatted to be consistent with a full revision			
	of the User Manual documentation across the Reflex Marine product range. This			
	manual is more focused on providing User Information in a format consistent with			
	the other Reflex Marine products. The significant changes are listed below.			
	New Sections added :			
	Section 5.7 - Luggage Storage.			
	Section 5.8 - Seatbelt Operation.			
	Section 5.9 - Rider instructions added.			
	Section 5.10 - Emergency stop procedure added.			
	Revised Sections			
	Section 6 - Inspection, Testing and Maintenance.	Yes		
	The whole section has been revised to align recommended inspection and			
	maintenance to the 'degree of use' and provide guidance on unit lifetime and			
	retirement policy. Improved inspection checklist templates are included for a			
	range of recommended inspection points.			
	ISO certification standard updated to ISO 9001 : 2008			
04	Updated as per Drawing revision to Frog-6 (620) and (640) 1-00 : New Drawing	Yes		
	Numbers affect Inspection diagrams, Parts references, Operating Procedures.			
	Manual also updated to reflect changes to Frog-3 Manual Revision 18: Parts list will			
	now be online access. Revised I&M table.			

Revisions

04.1	ECN 015;		
	Section 2.1 Payload recommendations updated;	No	
	Section 3.3 Wind speed updated		
	Section 5.12.1 Diagram 7 updated,	No	
	Section 6.12 New section	No	
05	Title page – Mexico and Brazil unit versions added.	No	
	Footer – document number added.		
	Section 1.1 – new versions added.		
	Section 2.2 – additional verification.		
	Section 5.6 – Figure 2 updated.		
	Section 5.12.4 – torque value updated		
	Section 6.6 – torque values updated.		
	Section 6.8.2 – date format specified, additions to available model numbers and		
	note added regarding stamping of mass.		
	Section 6.10.1 – details updated, new critical parts kits and lifting assembly kits		
	added.		
	Section 7.1 – new versions added.		
	Section 10 – drawings updated and RP0277 added.		
	Section 12 – previous sections 12.2 and 12.3 combined into 12.2 and drawings		
	updated.		
	Section 12.4 now 12.3 and image updated to drawing.		
	Sections 14.3 and 14.4 added (approval certificates).		
06	Appendix G – Added for new regulations in Brazil.	No	



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		M.Trathen		
RML 2	Uncontrolled	RML Bristol	02 May 2019	Electronic
		A.Grimes		





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1 INTRODUCTION

1.1 Scope

This User Manual is for the following six passenger capacity FROG-6 models:

- i. HC6-01 (620) Standard
- ii. HC6-01 (621) Mexico Standard
- iii. HC6-01 (622) Brazil Standard
- iv. HC6-01 (640) Arctic

Note: Throughout this manual the use of this symbol "information.



denotes safety critical

1.2 Introduction

The FROG-6 Personnel Transfer Capsule (PTC) is a personnel transfer device designed to provide increased passenger protection when carrying out the transfer of personnel between vessels and installations.

Crane personnel transfers are carried out for a wide variety of reasons including routine, urgent operational and emergency reasons. The FROG-6 can accommodate a stretcher to transfer injured personnel in a protected environment.

The FROG-6 comprises the following two main assemblies: firstly, the stainless steel outer framework containing polyethylene buoyancy panels; secondly, a spring-dampened seating assembly mounted on a central column. All materials have been selected specifically to minimise corrosion in the marine environment.

The outer framework protects passengers from impacts and contains the buoyant elements which ensure the FROG-6 floats and is self-righting in water. At its base are keel weights which assist in rapid self-righting.

The outer shell lands on three feet that provide shock absorption and ensure that the FROG-6 is stable on uneven surfaces or when landing on a heaving vessel. The outer shell also has three large open accesses that allow rapid unimpeded exit.

During transit passengers are seated and secured with full harnesses to protect them against whiplash and falling. Seating is mounted on a sprung carriage to provide protection against heavy landings.

The sling assembly is of a special design to prevent rotation.

Note: The regulations governing personnel transfer operations vary greatly from country to country and it is imperative that operators of the equipment establish the relevant requirements for the area of operation.



1.3 Safety



Personnel transfer is a safety critical activity. The following items must be observed to properly control safe transfers:

- i. Proper planning of the transfer operation is essential. Planning must include a risk assessment and method statement which takes account of all environmental and operational factors. Assessing the impact of these factors on operational risk is best done by Competent Persons (see note below) experienced in use of the equipment and the local conditions.
- ii. It is imperative for the safe operation of the FROG-6 that each unit is periodically inspected and tested in accordance with the procedures and schedules set out within this document.
- iii. Operating parameters detailed in this document must be adhered to unless modified following on-site risk assessment and method statement by competent, experienced personnel.
- iv. The FROG-6 must only be used with properly designed, maintained and appropriately certified lifting equipment. (It should be noted that some national regulations require cranes to be specifically certified for man-riding operations).
- v. Supervisory personnel (including Deck Crews and Crane Operators) must be competent and must only operate the equipment following proper instruction in its use. Crane Operators should read the 'Crane Operator Guidance' contained within this document.
- vi. Pre-operational checks as detailed in this document must always be performed prior to use of the FROG-6.
- vii. Transfer personnel must receive a proper briefing on the FROG-6 and the transfer operation.
- viii. Transfer personnel must at all times be seated and properly strapped in using the harnesses supplied.
- ix. The FROG-6 must only be used as a personnel transfer device.
- x. The FROG-6 must not be used as a work-basket.

Note: Competent Person

A Competent Person is a person who has appropriate practical and theoretical knowledge and experience of the equipment. This will enable them to detect defects and weaknesses and to assess their importance in relation to the safety and continued use of the equipment. It is essential that the Competent Person is sufficiently independent and impartial to allow objective decisions to be made.



2 SPECIFICATION FROG-6

2.1 Specification Summary

Model No.	HC6-01 (620), HC6-01 (621), HC6-01 (622), HC6-01 (640)		
Payload – SWL *	SWL = 570 kg = 6 x 95 kg average mass passenger		
	≈ 1260 lb = 6 x 210 lb average mass passenger		
	Or		
	1 person in stretcher and 1 accompanying passenger		
	Note: For Luggage Guidelines see section 5.7		
Dimensions			
Width 1	2410 mm		
Width 2	2758 mm		
Height	2766 mm		
Weight *			
Max Gross Weight	1200 kg (2640 lb)		
Tare Weight	630 kg (1386 lb)		
Manufacture	To ISO 9001:2008		
Materials			
Frame	SS 316 and A4 Stainless Steel		
Central Column / Lift Eye	Duplex SAF 2205		
Lift Eye Connection Bolts	Super Duplex UNS S32760		
Other Steel Components	SS 316 and A4 or A2 and		
·	Mild steel hot dipped galvanised grating		
Buoyancy	Rotationally moulded MDPE shell with PU foam fill.		
Seat Base	40 mm Polymer honeycomb composite panel		
Seat Back	8mm High pressure compact laminate		
Operating Temperatures			
Standard Models	+50 deg C to -20 deg C		
Low Temp Model HC601 (640)	+50 deg C to -40 deg C		
Suspension			
Springs	3 x 8,612 N @ 0.32 m		
Dampers	2 x Stainless Steel		
	40 mm cylinder / 14 mm Rod		
	300 mm Stroke		

* See Appendix G for Brazil unit (622) differences



2.2 Design

Verification	EC Type examination certificate No. 0602/CC1016 ABS Product Design Assessment Certificate No. 12- LD856558-PDA Manufactured to ISO 9001:2008 Approved by 'Diretoria de Portos e Costas (DPC) Brazil' Approved by 'Marina Mercante' (Mexico)			
National Technical Standards	UK, BS449: Part2:1969: The Use of Structural Steel in Building. UK, BS2830:1994: Suspended Chairs and Cradles for the use in the Construction Industry.			
Industry European Standards	EC Machinery Directive. EN 14121-1, EN292 Parts 1 & 2. Load Test – ILO152 / LOLER.			
National Regulations	UK, PUWER / LOLER.			
Impact Behaviour	The seating assembly is suspended on a three spring assembly designed to protect passengers from impacts up to 4 m/s. Spring recoil is handled by two hydraulic dampers. The capsule is designed to withstand a 2 m/s lateral impact.			
Other Features	 Full height seating. Quick release seat harness buckle. Full harness ensures passengers are secure. Grab handles. Stretcher capability. Secondary back-up slinging. Angle of stability - 35 degrees. 			



2.3 Certification and Documentation

Each new build of the FROG-6 is supplied with a set of certification and documentation as specified below.

Certification Pack (includes	EC Declaration of conformity.*	
the following)	Manufacturer's certificate of conformance.	
	Manufacturer's BS EN ISO 9001:2008 certificate.	
	Proof load test certificate.	
	Wire rope lifting assembly certification	
	Back-up eye material certificate.	
	Lifting plug material certificate.	
	Lifting plug bolts material certificate.	
	Keel nut material certificate.	
	Seat harness certificate of conformance.	
	Unit completion checklist/ Manufacturing checklist.	
	Manufacturer's final inspection checklist.	
	Inspection release note	
	*Note: For CE marked FROGs the EC Declaration of Conformity and the User Manual will be translated into language of the country (EC Member state) in which the machinery is to be used.	
	This manual makes reference to CE marking of the FROG-6, however there are a limited number of FROG-6's previously supplied without CE marking. The FROG-6 units with the CE Declaration of Conformity are identified with a CE marking plate (see Appendix D). For non-CE marked units please disregard all references to CE marking in this manual.	
User Manual	1 x User Manual	
Additional	Reflex Marine Ltd will retain copies of the above certification and additional certification as specified below. If required, the applicable certification below can be made available for review by clients.	
	Material certification for all critical and non-critical components.	
	Inspection and repair history.	
	Weld procedures / welder qualifications.	
	NDT approval (PCN / NDT Reports) (where applicable).	
	Manufacturing signed checklist and route cards.	

3 OPERATING PARAMETERS

3.1 Introduction



The FROG-6 has been designed to ensure passenger safety even when operating in the most demanding conditions.

There are a large number of factors that affect the safe conduct of all marine personnel transfers. These include: crew skill and experience, met-ocean conditions, landing area, vessel station keeping capability and response to sea conditions, visibility, line of sight, etc. A combination of many factors will determine the risk involved in a transfer:

Vertical impacts

Passengers are protected during heavy landings at speeds of up to 4.0 m/s (13.1 ft/s) by the properties of the feet, frame and spring-mounted seat base. These protect passengers up to currently recommended operating limits as detailed in <u>Section 3.2</u>; Table 1.

Lateral impacts

Passengers are also protected from lateral impacts by the framework and seat harnesses. Lateral impacts are only likely to arise due to sway caused by off-lead when lifting and fast slewing. The passengers will be protected up to the 2 m/s (6.5 ft/s) maximum expected impact speed. The central column may deform on lateral impact and there may be damage to other components and therefore the equipment must be inspected after any impact.

Stability

The unit has a low centre of gravity and a tripod base, providing stability on uneven surfaces or on a pitching / rolling vessel. The polyurethane coated landing feet are also a non-skid design keeping grip on deck surfaces. The static angle of stability has been tested to 35 degrees, for a load of 1-6 passengers.

Control of Hoist Line

The FROG-6 is designed to stay firmly on the deck of the transfer vessel whilst passengers are entering or leaving the capsule. The Crane Operator must maintain slack in the line upon landing to allow for the vessel movement. The recommended limits in this section are based on the use of the standard FROG-6 sling length of 30 ft (9 m). For the use of shorter slings an additional risk assessment combined with dry runs should be performed to establish safe operational routines and weather conditions. (See Section <u>5.4 Crane Operator Guidance</u>).

It is important that all environmental and operational factors are taken into account in the pretransfer risk assessment. Assessing the impact of these factors on operational risk must be done by Competent Personnel experienced in use of the equipment and the local conditions.



3.2 Operating Parameters - Sea State

The FROG-6 has an inbuilt damping system which prevents passengers from experiencing shock loads up to relative landing and take-off velocities of 4.0 m/s (13.1 ft/s). The maximum recommended sea state, or significant wave height, for the operation of the FROG-6 is determined by the maximum relative velocity between the FROG-6 (or hook) and the landing deck.

The calculation for relative velocity used here is based on the European offshore crane standard, EN 13852-1:2004. Whereby the maximum anticipated relative velocity between a load and a vessel deck, is given by the following;

Relative velocity = Hook velocity* + $\sqrt{(\text{Vessel deck velocity}^2 + \text{Boom tip velocity}^2)}$

* Equal to 1.67 m/s (100 m/min, 330 ft/min) for lifts below 5 tonnes. Higher crane hook speeds may be available, and it follows that the higher the available crane speed the higher the possibility of a heavy landing or take off. However, with a qualified Crane Operator, it is considered unlikely that the FROG-6 will be landed at full hook speed on a deck rising at full speed.

If there are concerns about heavy landings, operators may wish to consider the following methods to reduce risk of heavy landings and take-off; dry runs without passengers, landing in centre of deck where less vessel movement, transfer of fewer passengers to increase damping, hook speed indicator.

Sig. Wave Height (m / ft)	Max. Wave Height (m / ft)	Fixed Platform to Vessel	Semi-Sub to Vessel	FPSO to Vessel	Vessel to Vessel
≤ 1.0 m / 3 ft	≤ 1.9 m / 6 ft	•	\bullet	•	•
≤ 1.5 m / 5 ft	≤ 2.8 m / 9 ft	•	•	•	•
≤ 2.0 m / 7 ft	≤ 3.7 m / 12 ft	•	•	•	
≤ 2.5 m / 8 ft	≤ 4.6 m / 15 ft	•	•	♦	
≤ 3.0 m / 10 ft	≤ 5.6 m / 18 ft	•	•	•	
≤ 3.5 m / 11 ft	≤ 6.5 m / 21 ft	•	♦		
≤ 4.0 m / 13 ft	≤ 7.5 m / 24 ft	•	•		
≤ 4.5 m / 15 ft	≤ 8.4 m / 28 ft	•			
≤ 5.0 m / 16 ft	≤ 9.3 m / 30 ft	•			
≤ 5.5 m / 18 ft	≤ 10.2 m / 33 ft				

Table 1: Recommended Sea States for FROG-6

KEY	
	Low risk of high landing or take-off velocity and exceeding FROG-6 personnel damping.
•	Increasing risk of high landing or take-off velocity. Consideration of hook speed and all other factors is recommended to ensure controlled landing and take-off. A dry run to gauge risk (without personnel) is also recommended.
	High risk of high landing or take-off velocity. Not suitable for routine operations unless a specific hazard analysis can demonstrate otherwise.

In all cases, adequate planning and risk assessment must be performed.

3.2.1 Site Specific Frog Transfer Operating Parameters

The operating parameters recommended above are based on the calculation method extracted from EN 13852 Offshore Crane Standard and uses data representative of the North Sea. The chart also assumes the Frog is loaded with the maximum allowable passenger load (APL). Operators may develop site specific parameters with an evaluation of relative velocity. Such a study should consider the motion behaviour of the offshore installation, the offshore crane and the supply vessel. Further considerations may be given to the effects of shock absorbers, motion compensators and lee-side effect where sea state is reduced. Such localised conditions may also be taken into account.

It is ALWAYS advised that for personnel transfer in marginal sea states, a dry-run without passengers must be performed to verify the parameters are suitable for safe transfer.

In the event an Operator deduces site specific operating parameters, these must be carefully embedded into the operating procedures in use and well communicated to all parties involved in the transfer.





3.3 Operating Parameters - Additional Factors

- Note 1: It is emphasised that users must not rely on these recommendations alone. Persons best placed to judge the risk of specific transfers are the onsite personnel that have experience of the local conditions and equipment to be used. All factors must be evaluated together in their pre-transfer risk assessment.
- *Note 2:* Crews must conduct dry runs without passengers if there are any concerns about conditions to help assess risk of transfer.

Table 2: Other Operating Parameters

Parameter	Recommendation				
Wind Speed	40 knot (equivalent to 20 m/s).				
	The FROG-6 is very stable in high wind.				
	Limiting factor is usually crane operability or control of load.				
Visibility	Crane Operator should have a clear view of the pickup and set down areas.				
Vessel Motion / FROG-6 Stability	Pitch 10°, Roll 10°. (FROG-6 stable up to 35° for a load of 1-6 Passengers. In static test).				
Vessel Station-Keeping	Able to maintain position within a 5 m (15 ft) radius. If a high risk of the vessel losing position exists, recommend disconnecting FROG-6 for passenger embarkation.				
Landing Area	Clear of obstructions, protrusions, trip and fall hazards.				
Landing Area – Ice / Spills	Ice and spills must be cleaned from landing area prior to transfer.				
Landing Area on Vessel	The FROG is 2410 mm x 2758 mm and RML recommends keeping ample space around the unit for embarkation/disembarkation (1m entry and exit path). Operators should take into consideration sea state, weather, vessel station keeping. A risk assessment should be carried out by the operator but a clear space of 6.4 m x 6.4 m (21 ft x 21 ft) is preferable.				
Landing Area on Installation	Recommended minimum 4.25 m x 4.25 m clear space (14 ft x 14 ft) based on $+ 1$ m entry and exit path all-round the FROG-6.				
Crane Operator	Briefing video within 1 month.				
Experience	Local authority requirements for personnel transfer must be adhered to.				
Deck Crew Experience	Briefing video within 1 month.				
Passenger Training	Briefing video within 1 month.				
Communications	Radio communication must be established between the Crane Operator and the vessel Deck Crew and Master.				
Crane Construction	Crane must be certified for lifting personnel and properly maintained.				
Operating Temperature	Standard HC6-01 (620) Units: +50 deg C to -20 deg C.				
	Low Temperature HC6-01 (640) Units: +50 deg C to -40 deg C				

4 TRANSFER PLANNING

The key to safe operations is the familiarisation and participation of all the involved crew in the careful planning of the operation.

The Operating Parameters detailed within this document are generic, therefore safe operating conditions must be determined by onsite supervision with due regard to site specific equipment, vessels and conditions, taking account of any local conditions and equipment.

Safe transfers require careful planning and supervision.

The following are recommended as a means of ensuring safe transfer operations:

4.1 Risk Assessment and Method Statement

A risk assessment and method statement should be completed by the responsible authority on board the installation and by the transfer vessel Captain prior to the first transfer operation for the specific installation and vessel. The risk assessment should be reviewed periodically and the method statement amended in the event of any substantive changes to equipment, procedures or any other factors considered relevant.

4.2 Communications

Communications are an important part of controlling transfer operations. Local communication practice will vary from work group to work group. However, dedicated 3-way radio communication channels must, as a minimum, be provided between the Crane Operator, vessel Master, and Lift Supervisor. A suitable radio protocol must be agreed and adhered to. Contingency communications using a loud speaker or deck tannoy must be available.

Standard hand signals must be used by Crane Banksmen, where required, to supplement the agreed radio communications.

4.3 Information Exchange

The following transfer vessel information must be provided to the installation:

- i. General layout including the landing area position.
- ii. Limiting environmental parameters for vessel station keeping.
- iii. Onboard marine personnel transfer procedures.

The following installation information must be provided to the transfer vessel:

- i. Crane position and hoist speed.
- ii. General layout including the landing area position.
- iii. Limiting environmental parameters for crane operations.
- iv. Onboard marine personnel transfer procedures including responsible persons.
- v. Communications channels.
- vi. Any relevant information regarding local currents, field operations etc.

4.4 Operational Planning

An overall plan must be in place for the proposed personnel transfer operation which details all of the relevant information:

- i. Installation name.
- ii. Vessel name.
- iii. Number of personnel to be transferred vessel to installation.
- iv. Number of personnel to be transferred installation to vessel.
- v. Key personnel on installation.
- vi. Key personnel on vessel.
- vii. Installation crane to be used.
- viii. Crane hoist speed.
- ix. Requirements for visual inspections of equipment.
- x. Vessel position and station keeping limits.
- xi. Environmental limits.
- xii. Current and forecast weather conditions.
- xiii. Checklists to be used.

4.5 Briefings

Ensure that passengers and crews (both installation and vessel) are fully briefed prior to an operation. It is recommended that video briefings are utilised for briefing transfer passengers supplemented as necessary by verbal briefing on any relevant installation / vessel specific information.

4.6 Supervision

All transfer operations must be properly supervised. All personnel directly involved in the transfer operation should be appropriately qualified and experienced.

4.7 Transfer Log

Operational records must be maintained by both the installation and the vessel. Records must include:

- i. Time of vessel in position.
- ii. Time of checklists completed.
- iii. Time of commencement of transfer operations.
- iv. Weather conditions.
- v. Vessel motion (roll, pitch and heave).
- vi. Any special conditions or circumstances.
- vii. Number of passengers transferred to installation.
- viii. Number of passengers transferred to vessel.
- ix. Time of completion of transfer operation / vessel clear of installation.
- x. Name of the Lift Supervisor.

An example transfer log is included in <u>Appendix A</u> of this document.

Drawing status

4.8 Emergency Transfers

If a transfer must be carried out in poor conditions in an emergency then (where time permits) a 'trial run' must be performed without passengers to assess operating conditions and limits.

4.9 Training

Regular transfer drills must be carried out. RML recommend weekly training drills.

4.10 Night Time Operations

With the following controls in place it may be allowable for personnel transfers using the FROG Personnel Transfer Capsule to take place during the hours of darkness:

- i. The risk assessment for the task shall be comprehensively reviewed prior to commencing operations. The lifting plan and risk assessment shall be approved in writing by the Offshore Installation Manager or appointed deputy.
- ii. The operator should have contingency to immediately rescue the passengers from the water e.g. Fast Rescue Craft. Without fast rescue contingency personnel transfers should not take place.
- iii. The crane boom should be fitted with adequate floodlights to illuminate the crane hook and FROG unit. The Crane Operator must maintain a clear line of view with the FROG unit at all times.
- iv. The take-off and landing areas should be illuminated to a level of at least 20 lux or greater.
- v. The FROG unit should be fitted with a strobe light to allow clear locating by all parties.
- vi. The hoisting, transit and landing paths of the FROG unit should be predefined in the lifting plan and are adhered to.
- vii. Radio contact should be maintained throughout the entire lifting operation between the Crane Operator and the take-off and landing site.
- viii. An unmanned trial run which covers, as a minimum, the take-off, transit and landing paths of the FROG should be conducted prior to commencing personnel transfers. The Crane Operator should confirm readiness to proceed on completion of the trial run.
- ix. A non-visual based method of communicating with the lifted personnel should be in place, e.g. radio or loudhailer, in the event of an emergency.



5 OPERATING PROCEDURE

5.1 Pre-Transfer Activity List



Activity No.	Responsible	Activity			
1	Supervisor	Conduct pre-transfer risk analysis (See Section 3 and Section 4).			
2	Supervisor	Conduct pre-operational 'Visual Check' of equipment (See <u>Section</u>			
		<u>6.4</u>).			
3	Supervisor	Brief all persons: i) Crane Operator, ii) Deck Crew, iii) Passengers,			
		iv) Vessel – Master and Deck Crew.			
4	Passengers	Don recommended PPE (Personal Protective Equipment), PFD			
		(Personal Flotation Device) and survival suit (as required and			
		where applicable). Note: Send PFD to vessel prior to transfer			

5.2 Lifting

Activity No.	Responsible	Activity
1	Deck Crew	Hook-up masterlink*. Check that harnesses are slackened ready
		for passengers.
2	Supervisor	Signal to passengers to enter capsule when safe to do so. Ensure
		even load distribution and that passenger load does not exceed
		the SWL of the unit (See <u>Section 5.6</u>).
3	Passengers	Ensure any loose items are secure.
4	Passengers	Strap-in, do not rush, loosen belt, tighten lower straps, then
		upper straps.
5	Passengers	Signal to deck crew when seat belt secure by holding hand up /
		thumbs up.
6	Deck Crew	Ensure passengers are strapped in and hands and feet are
		correctly positioned.
7	Deck Crew	Ensure taglines (if used) and sling are not snagged.
8	Deck Crew	Stand clear.
9	Supervisor	Signal lift to Crane Operator.

5.3 Landing

Activity No.	Responsible	Activity			
1	Crane Operator	All raising and lowering must be over water.			
2	Crane Operator	Guide capsule into clear landing area.			
3	Deck Crew	Keep safe position if handling unit - do not stand under or			
		between FROG-6 and rail.			
4	Deck Crew	If taglines are used beware of specific risks.			
5	Crane Operator	Release slack when FROG-6 has landed (See Section 5.4).			
6	Crane Operator	Place sling down-wind of unit to prevent hindering access.			
7	Deck Crew	Ensure sling slack is not a hazard for exiting passengers.*			
8	Supervisor	When FROG-6 is securely on deck, signal "All Clear" to passengers.			
9	Passengers	Remain seated until given "All Clear" by the Supervisor.			
10	Passengers	Exit capsule and move away towards safe area.			

* Note - If risk of vessel losing position or crane line snatch (e.g. vessel to vessel transfers) the FROG-6 must be disconnected for passenger exit and entry.





5.4 Crane Operator Guidance

When landing the FROG-6 on the deck of a heaving vessel the Crane Operator must always release and maintain line slack to prevent any snatching. This means the FROG-6 will be secure on the deck and will provide occupants plenty of time to enter and exit the FROG-6. (This landing procedure is different to the rope basket procedure, which requires the Crane Operator to maintain tension on the hoist to keep the soft rope basket upright during entry and exit).

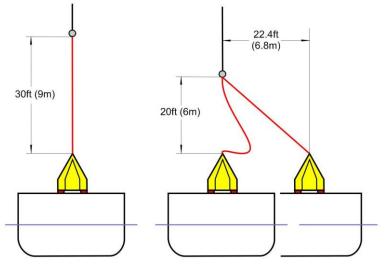


Fig 1: Sling Diagram

For the standard 30 ft / 9 m sling provided with the FROG-6, it is generally recommended that approximately 10 ft / 3 m of slack is paid out once the unit has landed on the vessel. However, the required amount may vary according to sea state and vessel motion response. The Crane Operator must pay out sufficient slack to avoid snatching, although, must avoid paying out more than is necessary as the section of sling hanging could constitute a hazard to crews alighting or entering the capsule.

It is also recommended that the Crane Operator slews the boom 'down weather' from the capsule. This will provide more time for the Crane Operator / crews to react in the event of a failure of the vessel's station keeping.

5.4.1 Use of Shorter Slings

Reflex Marine Ltd recommends the use of a 30 ft / 9 m sling, however for operations where the 30 ft sling is not suitable then a 20 ft / 6 m or 10 ft / 3 m sling can be supplied.

It must be noted that using shorter slings increases the risk of snatching. Using the 20 ft / 6 m sling, 10 ft / 3 m of slack will provide a 17.3 ft / 5.3 m allowable offset before the sling becomes taught from the crane hook weight – this does not however account for vessel heave. For a 10 ft / 3 m sling, 8 ft / 2.4 m of slack will provide 9.8 ft / 2.7 m (allowable offset).

Using a shorter sling set also increases risks associated with the hook block being in close proximity to the passengers alighting.

Note: The operating parameters in Section 3.2 are defined for a FROG-6 with a sling length of 30 ft / 9 m. For transfers using a shorter sling an additional risk assessment combined with dry runs should be performed to establish safe operation routines and weather conditions.

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5.4.2 Sling Leg Arrangement and Observed Snagging Issue

The FROG-6 sling arrangement has a shorter PRIMARY leg attached to the main lift eye and a longer SECONDARY leg attached to the back-up eye (as shown in drawing 620 sheet 1 and 220-30 in <u>Appendix B</u>).

This arrangement provides lifting redundancy. One issue that has been observed is that on rare occasions the shackle attached to the back-up eye does not always rotate smoothly and can cause an unexpected 'jump' on pick up. This is not a cause for concern and is alleviated in the following way.

Always ensure the shackle insert (p/n 220-10-03) is always installed correctly onto the shackle pin installed on the back up (longer leg) of the lifting assembly. This part assembly is shown in Detail D of drawing 220-03 in <u>Appendix B</u>. The shackle pin insert prevents the shackle from assuming a contorted position which could result in a foreshortening of the beck up leg.

Always ensure the main shackle retaining bracket (p/n 220-10-05) is properly installed when making up the main lift shackle to the lift eye plug. This part assembly is shown in Detail E of drawing 220-03 in <u>Appendix B</u>. The purpose of this retaining bracket is to present the main shackle in an upward and 'ready for lift' orientation. It is possible that this bracket gets distorted in use and can cause subsequent damage to the sling thimble. It is recommended to also keep a few spare brackets available for easy replacement as required.





5.5 Use of Tag Lines

Tag lines (Hand Lines) are not supplied with the FROG. However if users wish to use tag lines for handling the FROG the following should be considered:



Tag lines should be attached to the floor grating and 30 x 30 brace at the edge of the doorway (see below). Reflex Marine Ltd suggest one or two 3 m lines are practicable for handling the FROG, however length of line used is at the discretion of the deck crew.

Be aware of specific risks arising from use of tag lines:

- i. Deck Crew using tag lines will be standing closer to frog during landing, which increases the risk of impact or being caught in between.
- ii. Ensure tag lines are not tied or caught on any adjacent equipment of structures.
- iii. Ensure tag lines are clear of knotting and deck crew have suitable hand and eye protection.

5.6 Seating and Load Distribution

In order to perform loading efficiently and safely, the following procedures are recommended:

- i. Organise passengers into groups of 6 (see note*).
- ii. Confirm that passenger weight does not exceed the SWL of the FROG-6 unit: 570 kg (or 6 x 95 kg) (See Note **).
- iii. Firstly load Group 1 (1, 2 and 3) into the seats as shown.
- iv. Next load Group 2 (4, 5 and 6) into the seats as shown.

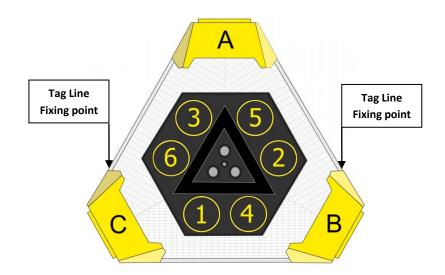


Fig 2: Seat Loading and Tag Line Fixing Points

*Note - When the FROG-6 is used for less than 6 passengers, continue to follow the loading procedure above for as many passengers as possible. In this way the unit will always be balanced as far as possible.

** See Appendix G for Brazil unit (622) differences

5.7 Luggage Storage

In order to increase the speed of transfers and the safety of the operation <u>for the FROG-6 it is</u> <u>recommended that luggage is transferred separately</u> particularly when more than four passengers are carried.

Luggage nets are supplied with the unit but these are only intended for small, light-weight, hand-carry items such as laptops, and operators should ensure that the payload does not exceed the maximum permitted weight (see Note *).

* See Appendix G for Brazil unit (622) differences



Fig 3: FROG-3 Luggage Storage

5.8 Seatbelt Operation

Take the lap fastener clip and feed through eye. Fold over the clip and the safety belt is secure. Reverse operation for quick release.

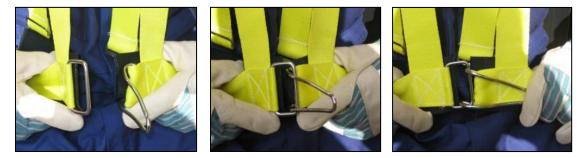


Fig 4: Fastening the Belt

Next pull the LOWER straps first, then the UPPER straps to make a tight fit.



Fig 5: Tightening the Belt





5.9 Rider Instructions

- i. Keep hands and feet inside the FROG-6.
- ii. Hold the grab handles to keep body stabilised.
- iii. Keep feet inside the FROG-6 at all times.
- iv. Do not hook legs underneath the suspended seats.

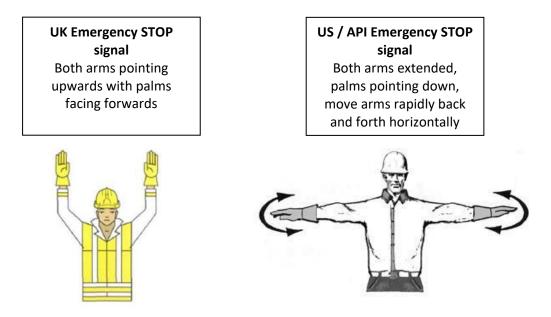


Fig 6: Position of Body

5.10 Emergency Stop Procedure

In the event of an emergency situation the Deck Supervisor / Banksman will give the Crane Operator the emergency stop signal.

- i. Crane Operator must stop all movements.
- ii. The Deck Supervisor / Banksman will shout "OUT OUT OUT".
- iii. Personnel to release seat belt buckles and vacate FROG.
- iv. Deck Supervisor / Banksman will direct passengers to a safe area.



Images sources:

UK Image: UK HSE: Workplace transport safety-an employers' guide (HSG136); Reproduced under the terms of the clickuse licence. USA Image: Used with the kind permission of the National Commission for the Certification of Crane Operators (NCCCO). All rights reserved.



5.11 Personal Protective Equipment (PPE)

Whilst making the transfer, all personnel must be equipped with appropriate Personal Protective Equipment. Each location and transfer activity will demand a range of differing levels of PPE and RML recommend that PPE requirements are evaluated in recognition of the particular activity and environmental risks that exist at each location. Some items for consideration whilst establishing PPE are:

- i. Survival rates in water (summer and winter).
- ii. Wind temperature ranges.
- iii. Proximity of overboard rescue facility, fast rescue boat (FRB), standby vessels.
- iv. Deployment time and personnel capacity of each rescue craft.
- v. Drill timings and multiple casualty scenarios.
- vi. Routine and non-routine offshore activities that might provide source of risk.

The Operator must decide the recommended minimum standard for personal protective equipment requirement according to local conditions, regulations, standards and individual activity risk assessments.





5.11.1 Personal Flotation Devices (PFD's)

Reflex Marine Ltd has evaluated the 5 most common types of PFD's used in the offshore and marine sector and has the following comments about their suitability for use with the FROG.

Style / Type	Picture	ture Evaluation		
Inherently buoyant work vest buoyancy aid (100 N)		Flat buoyancy panels are unobtrusive and allow passengers easy entry and exit from seat harness.	Acceptable RML recommend that any PFD of this type is tested with seat harness in FROG for compatibility.	
Manual inflatable lifejacket (150 N)		Inflation toggles may interfere with seat harness creating risk that PFD may inflate when person is strapped in. Personnel should be informed that PFD should not be inflated when person is strapped in the FROG.	Acceptable (exception basis) RML recommend that passengers are made aware of the specific risk of inflation during Strapping-in.	
Inherently buoyant 'yoke' type lifejacket (100-150 N)		This type of PFD is bulky and may prove restrictive when donning seat harness. PFD generally has a poor fit with seat harness, particularly over shoulders. Seat harness buckle release mechanism may become positioned underneath PFD out of line-of-sight of passenger, making exit more difficult.	Not recommended (exception basis) User should perform their own risk assessment for use of such PFD.	
Offshore work vest buoyancy aid (50 N)		This PFD may have insufficient buoyancy for passengers with heavy clothing.	Not recommended (exception basis) User should perform their own risk assessment for use of such PFD.	
Automatic inflatable lifejacket (Contact with water)		Risk that PFD may inflate when person is strapped in and FROG is immersed which may impede passengers exit for rescue.	Not recommended (exception basis) User should perform their own risk assessment for use of such PFD.	



PFD Additional Considerations:

- i. Reflex Marine Ltd recommend that a number of PFD's, specifically designated for use with the FROG, are marked as 'FROG USE ONLY' and are kept in a safe, clean storage area near the transfer muster area.
- ii. It is recommended that 3 sets (+ 10% spares) of PFD's are made available for the transfer activity:

set for uplift transfers (ready and donned).
 set for down lift transfers (ready and donned).
 set for in-transit for next uplift transfers.

Total PFD requirement for FROG-6 = $3 \times 6 + 2 = 20 \text{ PFD's}$.

- iii. Deck crew should ensure that when passengers are exiting the FROG, the passengers move clear of the landing area to the designated safe area before removing PFD's.
- iv. Passengers using the PFDs for the first time should be given assistance by the deck crew. PFD's should be tried by all crew as part of any practical training given.

5.11.2 Immersion Suits

Immersion suits may be required in certain situations. Reflex Marine Ltd recommends that risk assessments are performed to determine whether immersion suits are to be used.





5.12 Stretcher Mode

5.12.1 Converting FROG-6 to Stretcher Mode (Figure 7)

It is recommended that the procedure be conducted by two or three persons. This is to ease handling of the lower buoyancy blocks which weigh approximately 20 kg. The procedure should not be conducted over grated flooring to prevent the risk of small fittings falling through the floor. The procedure should be conducted with a clear area around FROG-6 to provide space for realignment of the buoyancy units.

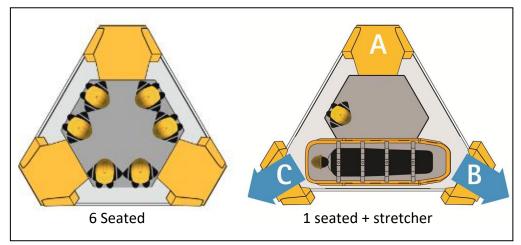


Figure 7: Stretcher Mode Arrangement

Tools Required

- i. 8 mm Hex Key (for M12 screws Buoyancy)
- ii. FROG-6 Diagrams

5.12.2 Stretcher Mode Conversion Procedure

- i. Refer to Figure 8: Buoyancy Reconfiguration Diagram.
- ii. Remove 4 x M12 button head cap screws and washers from lower buoyancy blocks B and C.
- iii. Fix Lower buoyancy units B and C to outside of unit. Tighten the M12 button head cap screws with washers to hand tight with hex key. (Note: Over-tightening of these bolts can lead to damaged buoyancy.)

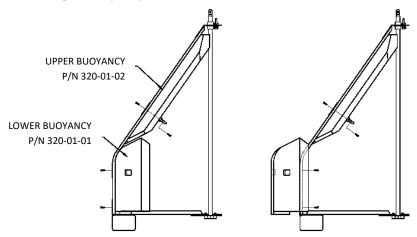


Figure 8: Buoyancy Reconfiguration Diagram

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5.12.3 Positioning the Stretcher

- i. Ensure the stretcher casualty is securely strapped into the stretcher.
- Using three persons to lift the stretcher (two either side at shoulders, one at feet), move stretcher head first through door B-C (door opening with stretcher frame).
 Note: Observe safe manual handling practice when lifting the stretcher.
- iii. Place the head-end of the stretcher onto the seat base and slide the stretcher into position.
- iv. Secure the stretcher in position with the two straps provided as shown in Figure 9 Stretcher Fitting Diagram.
- v. Ensure the stretcher is firmly secure.
- vi. The casualty should be accompanied during the transfer procedure. A maximum of two supporting passengers are recommended. (See seating arrangement in Figure 7)

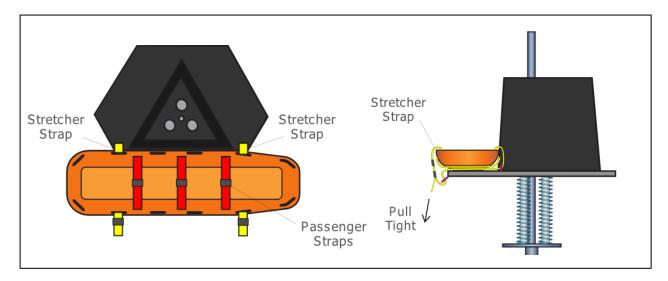


Figure 9: Stretcher Fitting Diagram

5.12.4 6-Seat Mode Conversion Procedure

- i. Refitting to seating mode is the reverse of the conversion to stretcher mode.
- ii. Tighten the fittings for the lower buoyancy unit to **low torque hand tight only 20 Nm**. Overtightening of these screws can lead to damage to the buoyancy inserts or to the seat.

5.12.5 Stretcher (Optional) Accessory

Reflex Marine provides an optional basket type stretcher part number 300-01-01 as illustrated in Figure 10.

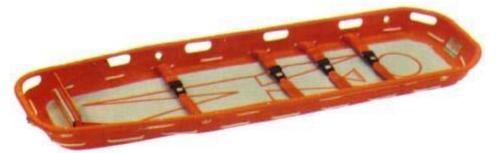


Figure 10: Basket Type Stretcher (Optional)





Specifications

Length	2180 mm	
Width 1	610 mm	
Depth	190 mm	
Weight	10 kg	
Load Limit	275 kg	Includes weight of patient, stretcher and any medical equipment.
Operating Temperature	-40 Deg C to +60 Deg C	





6 PERIODIC INSPECTION, TESTING AND MAINTENANCE

6.1 Introduction

It is imperative for the safe operation of the FROG-6 that each unit is periodically inspected and tested in accordance with procedures and schedules set out in this section.

6.2 **Definitions**

Visual Check

A Visual Check is a careful and critical assessment of the components, carried out by a Competent Person without dismantling of the assembly. Normally the check itself is not formally recorded although the fact that the check has been performed is registered within a daily event log or tour log.

Visual Inspection

A Visual Inspection is a careful and critical assessment of the components, carried out by a Competent Person without dismantling of the assembly. The inspection is formally recorded.

Examination

An Examination is a careful and critical assessment of the components, carried out by a Competent Person. This should include dismantling the assembly and performing a visual assessment of the condition of each component, supplemented by other means such as measurement and non-destructive testing as considered necessary. For sling sets this should include a visual inspection of the condition of the sling. In order for end fittings of sling sets to be examined properly, they may need to be dismantled. The examination is formally recorded.

Post Load Test Visual Inspection

A Post Load Test Visual Inspection is a careful and critical assessment of the components, carried out by a Competent Person without dismantling of the assembly post load testing. The post load test visual inspection is formally recorded.

Critical Components

Critical Components are defined as those that are primarily essential to the critical load bearing path.





FROG-6

6.3 Frequency of Inspection, Test and Maintenance

The recommended frequency and type of inspection, test and maintenance is shown in Table 3. (SEE OVER). Please note:



- i. If any doubt exists regarding the number of transfer operations performed then the maintenance strategy must revert to a more conservative higher usage category. This must also be considered if there is any concern over heavy impacts or overloads.
- ii. This recommendation applies to change out of components parts only and does not replace or alter the inspection intervals as prescribed by the relevant legislation.
- iii. The check, inspection, examination and test routine as detailed in this document must always be carried out on schedule.
- iv. Where the FROG has sustained substantial damage, a detailed examination of the unit must be carried out to ensure the integrity of the unit <u>before</u> conducting any further lifts. Details of all damage should be recorded in a Damage Report. Details of the cause of the damage should also be recorded, if known. If damage to the frame has occurred, welds should be examined for cracks using dye penetrant.
- Details of all repairs or modifications carried out must be recorded and copies of damage and repair / modifications reports must be sent to the party controlling the use of the FROG-6.
- vi. Reflex Marine Ltd is pleased to provide direct technical advice to support users with any inspection, testing, repair or refurbishment query. It is always helpful if customers provide detailed photos and reports along with their query to support@reflexmarine.com.





Table 3: Inspection and Maintenance Recommendations

(<u>NOTE</u>: RML website <u>www.reflexmarine.com/support</u> should be checked for the latest version of this table)

INSPECTION	AND	RECOMMENDED FREQUENCY				ICY			
MAINTENANCE		INSPECTIONS			LOAD TESTS	MAINTENANCE			
RECOMMEN (FROG-3 & FRO TRANSFER PRO Rev 03 - 12050	IG-6 IDUCTS)	Pre Operational Visual Check	Visual Inspection	Examination	Post Load Test Visual Inspection	Proof Load Test	Sling Replacement	Critical Parts Replacement	Unit Replacement
USAGE CA	TEGORY	Section 6.4	Section 6.5	Section 6.6	Section 6.7	Section 6.8	Section 6.9	Section 6.10	Section 6.11
Usage Category	No of Transfer Lifts per year		not exceeding	not exceeding (depending on Visual Inspection) this period may be reduced			not exceeding	not exceeding	not exceeding
Very Low	<20	before every use	6 months	12 months	After Load Test	On Critical Parts Replacement	12 months	36 months	10* years
Low	<100	before every use	6 months	12 months	After Load Test	On Critical Parts Replacement	12 months	36 months	8 years
Medium	100 to 500	before every use	6 months	12 months	After Load Test	On Critical Parts Replacement	12 months	24 months	7 years
High	500 to 1500	before every use	3 months	12 months	After Load Test	On Critical Parts Replacement	6 months	12 months	6 years
Very High	1500 to 2500	before every use	3 months	12 months	After Load Test	On Critical Parts Replacement	3 months	12 months	4 years
Ultra High	2500 to 5000	before every use	3 months	6 months	After Load Test	On Critical Parts Replacement	3 months	6 months	3 years

*This may be extended subject to a 'condition & service assessment' carried out by RML (Reflex Marine Ltd) or an ASC (Accredited Service Centre).



6.4 Pre-Operational Visual Check

(<u>NOTE</u>: RML website <u>www.reflexmarine.com/support</u> should be checked for the latest version of the tables in this section)

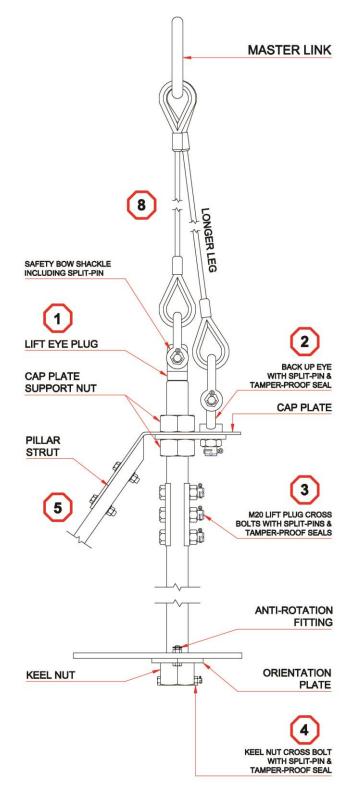
Question	Response				
When must a Visual Check be conducted?	A Visual Check must be conducted PRIOR to EVERY use of the equipment (multiple lifts in one series of transfer operations constitute one usage period).				
Who must conduct this check?	A person who has been formally trained to perform this Visual Check and is familiar with this equipment, i.e. a Competent Person.				
Does this check require a formal record?	Yes, a record that the visual check has been completed should be recorded appropriately, e.g. an entry in the daily tour record stating date the check has been completed, unit number and any relevant comments.				
What drawings are required to support this check?	The drawings are available in <u>Appendix B</u> .				
What equipment is required to perform this check?	 i. A ladder. ii. An inspection frame or floor matting. iii. Good lighting. A suitable means of safely accessing the top and the bottom parts of the FROG-6 is required. When using a step ladder or ladder it must be securely fixed to prevent slippage whilst accessing the top of the FROG. The FROG-6 keel assembly can be visually checked from ground level using a torch. Do not go underneath an active lift.				
	Be aware that in some regions "Working at Height" regulations may apply.				

The following checklist is suggested as a suitable list for an 8 POINT PRE-OPERATIONAL CHECK.





Pre-Operational Visual Check – An 8 POINT Check



- 1. Check LIFT EYE PLUG is fully engaged (machined shoulder should rest on the top of the main lifting column).
- 2. Check **BACK-UP LIFTING EYE**, nut, split pin and tamper-proof seal are fitted and in good order.
- 3. Check **M20 BOLTS** are secure and nuts, split pins and tamper-proof seals in position.
- Check KEEL NUT, CROSS BOLT is in position with split pin and tamperproof seal.
- 5. Check all Frog-6 FITTINGS, FRAME, and BUOYANCY are in good order.
- Check SEAT HARNESSES operate properly and attachment points are secure.
- 7. Check **INSPECTION DATA PLATE** and all **CERTIFICATION** are in order.
- 8. Check WIRE ROPE LIFTING ASSEMBLY is correctly attached and in good order. Check shackles are fitted with SPLIT PINS. Lifting Assembly should be in the HIGH VISIBILITY COVER.

Check the anti-fouling bracket and the back-up eye shackle insert are in good condition (see <u>Section 5.4.2</u>).

Drawing status

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6.5 Visual Inspection

(<u>NOTE</u>: RML website <u>www.reflexmarine.com/support</u> should be checked for the latest version of the tables in this section)

Question	Response
When must a Visual	A Visual Inspection must be conducted at the recommended
Inspection be conducted?	frequency in Table 3. This frequency may be as long as every 6
	months or as short as every 3 months according to usage.
Who must conduct this inspection?	A Competent Person.
Does this inspection require a formal record?	Yes.
What drawings are	
required to support this	The drawings are available in <u>Appendix B</u> .
inspection?	
What equipment is	i. A ladder.
required to perform this	ii. An inspection frame or floor matting.
inspection?	iii. Good lighting.
	A suitable means of safely accessing the top and the bottom parts of the FROG-6 is required. When using a step ladder or ladder it must be securely fixed to prevent slippage whilst accessing the top of the FROG. The FROG-6 can be laid on its side on protective matting, or the use of a secure inspection frame assembly to safely access the underside of the FROG-6 is recommended. Do not go underneath an active lift. Be aware that in some regions "Working at Height" regulations may apply.

The following checklist is suggested as a suitable list of required inspection items and a suitable format for recording key inspection data. A 'WORD' copy of this inspection checklist is included on the distributed CD's and is also available on the Reflex Marine Ltd website at <u>www.reflexmarine.com/support</u>.





Visual Inspection Checklist Form

Unit N	0		This Inspection Date		Inspected by			
Usage	Category		Last Inspection Date		Position/ Company	,		
Install	ation / Vessel				Signature			
Avg No	o of Transfers / Year				Original Inspection	record filed in		
ltem No	Description					Comment	Pass / Fail	Verified By
1.	Main Lift-Eye Plug (Cr Visually inspect in situ		wear, cracks, deformation or oth					
2.	Main Lift-Eye Plug M2 Visually inspect the th Eye plug to the centra	hree M20 lifting	eye bolts, nuts, split pins and tai	mper proof seals that co	nnect the main Lift-			
3.	Back-Up Lift-Eye Visually inspect for an	ny wear or dama	ge and check that the split pin and	d tamper proof seal are ir	itact.			
4.	Seat Base Assembly a Visually inspect for an that clevis pin t http://www.reflexman	•						
5.	http://www.reflexmarine.com/index.cfm/p/Technical-Safety-Alerts) M48 Keel Boss and M10 Cross Bolt (Critical Part) At the bottom end of central column, visually inspect the M48 keel boss nut and ensure that the M10 cross bol secure c/w split pin and tamperproof seal. Check the presence of anti-rotation fittings and that all bolts are secu Do not go underneath an active lift.							
6.	Frame and Buoyancy		nsure that all bolts and fasteners	are tight and fully secure				
7.	Landing Feet Examine the feet to ensure that they are in good condition and that they are properly secured to the capsule not go underneath an active lift. Notes: i. Measure height of foot and replace if under 120 mm in height ii. Small (20 mm in length) cuts are acceptable but feet should be replaced when the internal foam beconvisible							
8.	Seat Harness Security Visually inspect the s damage. Check that a	seat harness att	achment points and the harness s are secure.	s webbing for any signs	of wear, fraying or			





ltem No	Description	Comment	Pass / Fail	Verified By		
9.	Seat Harnesses (sit-in)			-		
	i. Check all seat harness buckles to ensure each is functioning correctly. (Inspector to sit in each seat and check fastening and unfastening of each harness).					
10.	Inspection data plate					
	Check the date of the last examination/ inspection to ensure the unit will remain in compliance with requirements					
	for at least 6 months.					
11.	Lifting Sling Set (Critical Part)	Note serial number and				
	The lifting sling set (including attachments) must be visually examined by a Competent Person.	test date stamp (specify				
	Note: High visibility cover must be completely removed to allow inspection of steel wire rope components. Replace	decision to retain or				
	the sling set according to the usage of the FROG (see Table 3 in <u>Section 6.3</u>). This may be as frequently as every 3	replace).				
	months. Irrespective of apparent condition the lifting sling set should be replaced at least every 12 months.					
	Storage					
12.	Storage of FROG - Check the storage cover is in good condition and not showing any signs of UV or wind					
	degradation.					
	Storage off the ground , use of spacer chocks whilst not in use			-		
13.	Replacement Parts Stock - Check condition of all associated replacement parts and accessories. Sling sets should be					
	stored in an appropriate dry place without high visibility cover fitted.					
	Reports		Complet e Y/N			
14.	Photographic Report		,			
	As an inspection record aid, the critical elements and condition of the unit may be recorded in photographs; Phot points of the check list would provide a concise inspection record. Photographs should be clearly marked p appropriate.					
15.	Documentation / Report					
	Complete an inspection report on the above which must be signed and dated by a Competent Person.					
	Order required spares in time for next inspection.					
	Reflex Marine Ltd offer to keep an archive copy of your inspection records against the unit number. You can submit your completed checklists					
	and photographs on <u>www.reflexmarine.com/support</u> .					
NOTES:						

6.6 Examination

(<u>NOTE</u>: RML website <u>www.reflexmarine.com/support</u> should be checked for the latest version of the tables in this section)

Question	Response
When should an Examination be conducted?	An Examination must be conducted at least EVERY 12 months. According to the findings of any Visual Inspection a more frequent Examination schedule may be warranted according to wear, age of unit and usage conditions. At each Examination it is a good opportunity to replace a small number of critical and other replacement parts and therefore more frequent examinations may be prudent.
Who should conduct this examination?	A Competent Person.
Does this examination require a formal record?	Yes.
What drawings are required to support this examination?	The drawings are available in <u>Appendix B</u> .
What equipment is required to perform this examination?	 i. A ladder. ii. An inspection frame or floor matting. iii. Good lighting. iv. Appropriate metric tool kit (socket set, combination spanners, allen keys etc). v. Riveter. vi. Inspection and test plate (with stamps). vii. Proof load equipment (see Section 6.8). A suitable means of safely accessing the top and the bottom parts of the FROG-6 is required. When using a step ladder or ladder it must be securely fixed to prevent slippage whilst accessing the top of the FROG. The FROG-6 can be laid on its side on protective matting, or the use of a secure inspection frame assembly to safely access the underside of the FROG-6 is regions "Working at Height" regulations may apply.

The following checklist is suggested as a suitable list of required Examination items and a suitable format for recording key Examination data. A 'WORD' copy of this Examination checklist is included on the distributed CD's and is also available on the Reflex Marine Ltd website at www.reflexmarine.com/support.

Examination Checklist Form

Unit No	This Examination Date	Examined by	
Usage Category	Last Inspection Date	Position/ Company	
Installation / Vessel	Last Examination Date	Signature	
Avg No of Transfers / Year	Load test Performed Y/N	Original Inspection record filed in	

Item	Description	Comment	Pass /	Verified
No	Maria Life Fue Dive (Critical Dect)		Fail	Ву
1.	Main Lift-Eye Plug (Critical Part)			
	Remove and visually inspect the main Lift-Eye plug for any signs of damage or strain. Replace according to the			
	usage of the FROG-6 (see Table 3 in <u>Section 6.3</u>) or on the recommendation of a Competent Person / Inspector.			
	(Note: Although RML do not require it some operators choose to adopt a dye penetrant crack inspection prior to any re-installation of a critical part)			
2.	Main Lift-Eye Plug M20 Bolts (Critical Part)			
	Remove and visually inspect the three M20 main Lift-Eye plug securing bolts for any signs of damage or strain.			
	Visually inspect the three M20 holes in the central column tube for signs of damage or strain. Replace appropriate			
	parts according to the usage of the FROG-6 (see Table 3 in <u>Section 6.3</u>) or on the recommendation of a Competent			
	Person / Inspector. Bolt torque to 205 Nm.			
3.	M48 Keel Boss and M10 Cross Bolt (Critical Parts)			
	Remove the M48 keel boss nut and visually check that the threads at the bottom of the central column tube are in			
	good condition. Before replacing the keel nut ensure the threads on both the central column and keel nut are			
	thoroughly cleaned so they are free of grime and grit. Both threads should then be coated with either Rocol Anti-			
	Seize Stainless or Swagelok Blue Goop thread lubricant.			
	Replace appropriate parts according to the usage of the FROG-6 (see Table 3 in Section 6.3) or on the			
	recommendation of a Competent Person / Inspector. Do not go underneath an active lift.			
4.	Lifting Sling Set (Critical Part)	Note serial number and		
	Replace the sling set according to the usage of the FROG (see Table 3 in Section 6.3). This may be as frequently as	test date stamp (specify		
	every 3 months. Irrespective of apparent condition the lifting sling set should be replaced at least every 12 months.	decision to retain or		
	Check the main lifting shackle alignment plate and the back-up eye shackle insert are in good condition (see Section	replace).		
	5.4.2). Replace as necessary.			
5.	Sling Anti-Fouling - Check the lifting assembly anti-fouling bracket and shackle spacer are in good condition (see			
	Section 5.4.2). Replace as necessary.			
6.	Backup-Eye – Inspect the back-up eye in situ, nut, split pin and tamper proof seal. Replace on the recommendation			
	of a Competent Person / Inspector. Torque to 135 Nm			

FROG-6

Item	Description	Comment	Pass /	Verified
No			Fail	Ву
7.	Seat Base Assembly and the Hydraulic Damper and Anti-Tilt Assembly			
	Visually inspect and test all fixings for any wear or damage and ensure that all bolts, clevis' and other fasteners are			
	fully secure. Ensure that the damper rod-end threads are not visible below the clevis pin eye. (see Technical			
	Bulletin 01-09 at			
	http://www.reflexmarine.com/index.cfm/p/Technical-Safety-Alerts).			
8.	Landing Feet - Examine the feet to ensure that they are in good condition and that they are properly secured to the			
	capsule. Do not go underneath an active lift. Notes:			
	i. Measure height of foot and replace if under 150 mm in height			
	ii. Small (20 mm in length) cuts are acceptable but feet should be replaced when the internal foam becomes visible			
9.	Frame and Buoyancy - Visually inspect for any damage and ensure that all bolts and fasteners are tight and fully			
	secure.			
10.	Seat Harness Security (Critical Part) - Visually inspect the seat harness attachment points and the harness webbing			
	for any signs of wear, fraying or damage. Check that attachment points are secure.			
11.	Seat Harnesses (sit-in) - Check all seat harness buckles to ensure each is functioning correctly. (Inspector to sit in			
	each seat and check fastening and unfastening of each harness).			
12.	Load Test (see Section 6.8) - On critical parts replacement, a load test (see Table 3 in Section 6.3) must be			
	conducted. This is to be done by an independent test house company, nationally recognised and in accordance with ILO 152.			
13.	Inspection data plate - Update the inspection data plate after completion of approved Examination/inspection			
14	Post Load Test Visual Inspection (See Section 6.7) – If test is done, conduct and report a post load test visual			
	inspection.			
	Storage			
15.	Storage of FROG - Check the storage cover is in good condition and not showing any signs of UV or wind			
	degradation.			
	Storage off the ground , use of spacer chocks whilst not in use			
16.	Replacement Parts Stock - Check condition of all associated replacement parts and accessories. Sling sets should be			
	stored in an appropriate dry place without high visibility cover fitted.			



	Reports	Complet e Y/N	
17.	Photographic Report - Take the standard set of photos as detailed in the recommended inspection report template. As a minimum photos of each of the 16 points in the check list should be taken.		
18.	Documentation / Report - Complete a report as recommended in the RML inspection template. Reflex Marine Ltd offer to keep an archive copy of your inspection records against the unit number. You can submit your completed checklists and photographs on www.reflexmarine.com/support .		
NOTES			



6.7 Post Load Test Visual Inspection

(<u>NOTE</u>: RML website <u>www.reflexmarine.com/support</u> should be checked for the latest version of the tables in this section)

Question	Response
When should a Post Load Test Visual Inspection be conducted?	A post load test visual inspection must be conducted immediately following every load test. The load test exerts additional stress into the FROG and this inspection formally records whether any resulting weakness is observed.
Who should conduct this inspection?	A Competent Person.
Does this inspection require a formal record?	Yes.
What drawings are required to support this inspection?	The drawings are available in <u>Appendix B</u> .
What equipment is required to perform this inspection?	 i. A ladder. ii. An inspection frame or floor matting. iii. Good lighting. A suitable means of safely accessing the top and the bottom parts of the FROG-6 is required. When using a step ladder or ladder it should be securely fixed to prevent slippage whilst accessing the top of the FROG. The FROG-6 can be laid on its side on protective matting, or the use of a secure inspection frame assembly to safely access the underside of the FROG-6 is recommended. Do not go underneath an active lift.
	Be aware that in some regions "Working at Height" regulations may apply.

The following checklist is suggested as a suitable list of required inspection items and a suitable format for recording key inspection data. A 'WORD' copy of this inspection checklist is included on the distributed CD's and is also available on the Reflex Marine Ltd website at <u>www.reflexmarine.com/support</u>.



Post Load Test Visual Inspection Checklist Form

Unit No	T	This Inspection Date	Inspected by	
Usage Category	L	Load Test Date	Position/ Company	
Installation / Vessel	L	Load Test Report/Ref	Signature	
Avg No of Transfers / Year	L	Load Test Authority	Original Inspection record filed in	

Item	Description	Comment	Pass /	Verified
No			Fail	Ву
1.	Main Lift-Eye Plug (Critical Part)			
	Visually inspect in situ for any signs of wear, cracks, deformation or other damage			
2.	Main Lift-Eye Plug M20 Bolts (Critical Part)			
	Visually inspect the three M20 lifting eye bolts, nuts, split pins and tamper proof seals that connect the main lift-eye			
	plug to the central column for wear or damage.			
3.	M48 Keel Boss and M10 Cross Bolt (Critical Part)			
	At the bottom end of central column, visually inspect the M48 keel boss nut and ensure that the M10 cross bolt is			
	secure c/w split pin and tamperproof seal. Check the presence of anti-rotation fittings and that all bolts are secure.			
	Do not go underneath an active lift.			
4.	Backup-Eye - Visually inspect for any wear or damage and check that the split pin and tamper proof seal are intact.			
5.	Seat Base Assembly and Hydraulic Damper and Anti-Tilt Assembly			
	Visually inspect for any wear or damage and ensure that all bolts, clevis' and other fasteners are fully secure.			
6.	Landing Feet - Examine the feet to ensure that they are in good condition after the load test. The feet will normally			
	recover full height sometime after the load test weight is relived.			
7.	Seat Base Assembly - Visually inspect for any wear or damage and ensure that all bolts' and other fasteners are			
	fully secure.			
8.	Frame and Buoyancy - Visually inspect for any damage and ensure that all bolts and fasteners are tight and fully			
	secure.			
9.	Inspection data plate- Check the date of the last examination/ inspection has been correctly inserted and is			
	indelibly legible.			



	Reports	Complete Y/N	
10.	Photographic Report - Take the standard set of photos as detailed in the recommended inspection report template, including the ready for dispatch after completion of the post load test inspection.		
11.	Documentation / Report - Complete a report as recommended in the RML inspection template. Reflex Marine Ltd offer to keep an archive copy of your inspection records against the unit number. You can submit your completed checklists and photographs on www.reflexmarine.com/support.		
NOTES:			



6.8 Proof Load Testing

(<u>NOTE</u>: RML website <u>www.reflexmarine.com/support</u> should be checked for the latest version of the tables in this section)

Question	Response
When must a Proof Load	Immediately after any of the following events:
Test be conducted?	 After replacement of any critical parts. Does not apply to replacement of sling sets.
	ii. After any suspected damage arising from overloading or impact.
	iii. If the history of the FROG unit is uncertain.
	iv. If the inspection data plate is missing, illegible or out of date.
Who must conduct this	The Load Test must be carried out by an independent test house
test?	company with nationally recognised accreditation in accordance with ILO 152.
	A competent and certified test person.
Does this test require a formal record?	Yes.
What drawings are required to support this test?	The required drawings are available in <u>Appendix B</u> .
What equipment is	i. Loading weights or sand bags (1770 kg).
required to perform this	ii. Certified weighing scale or load cell.
test?	iii. Lifting equipment certified for > 5 Tonnes SWL.
	iv. A ladder or top access platform.
	v. An inspection frame or floor matting.
	vi. Good lighting.
	A suitable means of safely accessing the top and the bottom parts of the FROG-6 is required. When using a step ladder or ladder it must be securely fixed to prevent slippage whilst accessing the top of the FROG. The FROG-6 can be laid on its side on protective matting, or the use of a secure inspection frame assembly to safely access the underside of the FROG-6 is recommended. Do not go underneath an active lift. Be aware that in some regions "Working at Height" regulations may apply.



6.8.1 Load Test Procedure

Table 4 details the required proof load tests that are applicable to the FROG-6 (See Note *). Following the load tests, a post load test visual inspection should be conducted as recommended in <u>Section 6.7</u>.

Table 4: Proof Load Tests – FROG-6

Load Test Number	1	2	
Components Under Test	i. Main Lift-Eye.	i. Back-Up Lift-Eye.	
	ii. Central Column Load	ii. Central Column Load	
	Bearing Assembly.	Bearing Assembly.	
	iii. Seats and Floor	iii. Seats and Floor Structure.	
	Structure.		
Test Proof Load	1770 kg (3894 lb)	1770 kg (3894 lb)	
Test Proof Load	1180 kg (2596 lb) on the seats	1180 kg (2596 lb) on the seats and	
Distribution	and spread equally between	spread equally between them.	
	them.	590 kg (1298 lb) placed on the floor	
	590 kg (1298 lb) placed on the	and distributed evenly.	
	floor and distributed evenly.		
Basis of Test Proof Load	Twice Maximum Gross Weight,	Twice Maximum Gross Weight, less	
	less Tare Weight**	Tare Weight**	
	= 2 x 1200 kg – 630 kg = 1770 kg	= 2 x 1200 kg – 630 kg = 1770 kg	
Crane Hook Load	2400 kg	2400 kg	
Test Method	Lift the unit and hold static for 3	Lift the unit and hold static for 3	
	minutes.	minutes.	

*-Note See Appendix G for Brazil unit (622) differences

** Note: The Tare Weight of the FROG-6 is approximately 630 kg but may vary slightly. Each FROG-6 must be weighed prior to load test.

6.8.2 Inspection Data Plate

An inspection data plate will be issued and attached by the test house, which should show:

- i. Tare Weight (kg).
- ii. Pay load / SWL (kg).
- iii. Maximum gross load (kg).
- iv. The load test date (DD/MMM/YYYY).
- v. Test load (kg).
- vi. The serial number of the FROG-6: HC6-XXX (where XXX is unit I.D. No).
- vii. The model number of the FROG-6: HC6-01 (620) or HC6-01 (621) or HC6-01 (622) or HC6-01 (640).

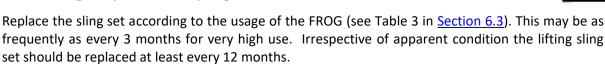
Note: All masses should be stamped in kg and with the imperial mass shown in brackets in lbs where necessary.

e.g. TARE WEIGHT 630 kg (1389 lbs)

Drawing status

6.9 Sling Replacement and Management

6.9.1 Sling Set (Critical Part) Replacement



6.9.2 Sling Set Management

The wire rope sling set supplied for use with the FROG-6 capsule is a critical component. Good management of sling sets is essential for ensuring safe personnel transfers.

Do

- i. Clearly identify that a sling is still within the current inspection / examination period.
- ii. Inspect the sling set prior to use. Open the velcro cover and visually check both legs of the sling set for any signs of mechanical damage or corrosion which may affect the integrity of the sling set.
- iii. Ensure that the sling set is thoroughly examined by a Competent Person at intervals as specified in Table 3.
- iv. Discard slings that have not passed inspection.
- v. Use only OEM (original equipment manufacturer) slings as replacement sling sets.
- vi. Replace slings according to usage and inspection results.
- vii. Remove the velcro cover if a FROG unit or the sling set is to be removed from service for more than one month.
- viii. Store sling sets in dry conditions when not in use.

Do Not

- i. Do not use a sling set which has not been visually inspected prior to use.
- ii. Do not use a sling set which has not been thoroughly examined by a Competent Person within the time interval as stated in Table 3. Note: for high and very high use, this frequency is every 3 months.
- iii. Never use a sling set which has been in service for more than 12 months.
- iv. Do not leave a sling set in a position where it is vulnerable to mechanical damage or contamination or where it may come into contact with abrasive or corrosive materials.
- v. Do not use a sling set which has incurred mechanical damage including damaged eyes or ferrules, kinks, crimps, 'birdcages' or broken strands.
- vi. Do not secure the high visibility cover along its length with cable ties or similar which will prevent opening of the cover for inspection of the sling set.
- vii. Do not allow the sling set to become immersed in water or to be stored where it may be subject to sea water spray or fresh water spray.
- viii. Do not use non-OEM (original equipment manufacturer) sling sets.

6.10 Spares Kits and Replacement Parts



Use only genuine parts (including sling sets) provided by Reflex Marine Ltd.

Reflex Marine Ltd can supply critical and non-critical replacement parts as individual items or as appropriate kits. Prior to ordering any replacement parts or part kits, establish the FROG-6 Serial Number which is stamped on the Inspection Data Plate. The Number is typically HC6-XXX where XXX represents a three digit number.

Replace the critical parts (as identified in the Examination Checklist) according to the usage of the FROG (see Table 3 in Section 6.3). This may be as frequently as every time a visual inspection or examination is conducted (this could be every 3 months) up to every 3 years for the units with the lowest usage. All other replacement parts kits and parts should be replaced according to the advice of the Competent Person conducting the Visual and Examination procedure.

Any parts required for a FROG-6 can be ordered through <u>support@reflexmarine.com</u>.





6.10.1 Spares Kits

The following kits are available for routine and non-routine maintenance. Ordering an appropriate kit is more economical than replacing individual parts.

Standard FROG-6 (620)				
Kit Name Kit Number Contents				
Lifting Assembly Kit	220-30	Wire Rope Lifting Assembly		
		Lifting Assembly Cover		
		Associated Fixings		
Replacement Parts Kit	H-RPK-01	Critical Parts minus the Wire Rope Lifting		
		Assembly		
Critical Parts Kit	Н-СРК-01-30	Critical Parts		
Full Service Kit	H-FSK-01-30	1 x Lifting Assembly Kit		
		1 x Replacement Parts Kit		
		1 x Backup Eye Kit		
		1 x Landing Foot Kit		
Backup Eye Kit	H-BEK-01	1 x Backup Eye Bolt		
		plus associated fixings		

Common Kits			
Kit Name Kit Number Contents			
Harness Kit	H-RHK-01	6 x Harnesses	
		plus associated fixings	
Landing Foot Kit	H-LFK-01	3 x Feet	
		plus associated fixings	
Backup Eye Kit	H-BEK-01	1 x Backup Eye Bolt	
		plus associated fixings	

Arctic FROG-6 (640)				
Kit Name	Contents			
Lifting Assembly Kit	240-30	Wire Rope Lifting Assembly		
		Lifting Assembly Cover		
		associated fixings		
Replacement Parts Kit	H-RPK-01-M40	Critical Parts minus the Wire Rope Lifting		
		Assembly		
Critical Parts Kit	H-CPK-01-30-M40	Critical Parts		
Full Service Kit	H-FSK-01-30-M40	1 x Lifting Assembly Kit		
		1 x Replacement Parts Kit		
		1 x Backup Eye Kit		
		1 x Landing Foot Kit		

Mexico Standard FROG-6 (621)				
Kit Name	Kit Number	Contents		
Lifting Assembly Kit	222-30	Wire Rope Lifting Assembly		
		Lifting Assembly Cover		
		associated fixings		
Replacement Parts Kit	H-RPK-01	Critical Parts minus the Wire Rope Lifting		
		Assembly		
Critical Parts Kit	621-CPK-30	Critical Parts		
Full Service Kit	621-FSK-01-30	1 x Lifting Assembly Kit		
		1 x Replacement Parts Kit		
		1 x Backup Eye Kit		
		1 x Landing Foot Kit		

Brazil Standard FROG-6 (622)			
Kit Name	Kit Number	Contents	
Lifting Assembly Kit	221-30	Wire Rope Lifting Assembly	
		Lifting Assembly Cover	
		associated fixings	
Replacement Parts Kit	H-RPK-01	Critical Parts minus the Wire Rope Lifting	
		Assembly	
Critical Parts Kit	622-СРК-30	Critical Parts	
Full Service Kit	622-FSK-01-30	1 x Lifting Assembly Kit	
		1 x Replacement Parts Kit	
		1 x Backup Eye Kit	
		1 x Landing Foot Kit	



UM-0007-REV.06



6.10.2 All Other Replacement Parts

Reflex Marine Ltd carries spares and accessories stock and is able to supply most individual components of the FROG-6. Please refer to <u>Appendix B</u> to assist in identifying your requirements, however for the most up to date and accurate identification of parts please contact our operations department at <u>support@reflexmarine.com</u>.

In many cases an Operator is advised to carry a local spare parts stock inventory to ensure the continued safe operation of the FROG unit. Minimum stock quantities shall be influenced by:

- i. Remoteness of location and certifying authority.
- ii. Criticality of maintaining crew and emergency response (MedEvac) access.
- iii. Usage envelope.
- iv. Customs processing time.
- v. Cost of logistics for small parts.

Reflex Marine Ltd would be pleased to offer the recommended minimum stock items for critical and replacement parts for your operation, please contact <u>support@reflexmarine.com</u>.

6.11 Unit Replacement Recommendation

The FROG design is strong and robust and is able to be refurbished to full working capacity. FROGs work in a very wide range of operating conditions and environments. The work they perform and the way they are maintained and looked after has wide variability.

Reflex Marine Ltd expects all FROGs to provide many years of excellent reliable service with minimal operating costs.

RML do however recommend that after a certain duty cycle, it is time to renew this critical lifting equipment. Based on RML's field observations and usage category, RML has established the recommended unit retirement age as specified in Table 3 in <u>Section 6.3</u>.

RML would be pleased to offer renewal customers attractive quotes for the latest equipment.





6.12 Guidelines for Stocking of new units

These guidelines are for the stocking of new units and parts before they are put into service. These guidelines are **NOT** applicable to units and parts that have already been put into service.

Туре	In Stock Inspection	Release Inspection	Additional Certification	Shelf Life	Actions
Transfer capsules	Yearly visual inspection.	Less than 2 years old visual inspection Older than two years visual inspection, load test and post load test inspection	 New inspection date to be stamped on inspection data plate Visual inspection checklist to be completed For units older than two years the new load test date should be stamped onto the inspection data plate and a new load test certificate issued. 	5 Years	 Remove lifting assembly Place lifting assembly into dry storage Ensure the unit is chocked up off its feet, stored in a secure area away from the risk of damage and protected from exposure to the elements Update certification pack with new lifting assembly information if original sling is not being used. Update the certificate pack with all new certification documents, including load test and examination certificates.
Wire rope lifting assembly	Visual – Every 6 months	Thorough Examination	 Re-validated Certificate, indicating next inspection date Certificate of thorough examination should be issued. 	2 Years	 Keep off the ground in dry and ventilated storage area with the lifting assembly cover removed.
Other replacement Parts (not slings)	None	Visual Inspection	Not Required	Unit Lifetime	1. Keep in clean dry storage



7 UNIT IDENTIFICATION

7.1 **Product ID Numbers**

There are currently four versions of the FROG-6; the model numbers are:

HC6-01 (620) Standard: Standard 6 passenger version with the facility to carry a stretcher HC6-01 (640) Arctic: A low temperature version of Frog-6, certified for use down to -40 deg C HC6-01 (621) Mexico: Standard version with minor modifications to suit Mexican operators HC6-01 (622) Brazil: Standard version with minor modifications to meet Brazilian DPC requirements

7.2 FROG-6 Serial Numbers

Every FROG-6 built is assigned a build serial number. These serial numbers are allocated sequentially in the order in which FROG-6 units are built. Serial numbers start from HC6-001, and continue in numerical sequence. The serial number for each FROG-6 will be stamped on a plate, which is attached to each unit.

7.3 Component Serial Numbers

Where material grades and material traceability are deemed to be safety critical these components will be allocated unique component numbers which will be stamped or etched as required. Components that require unique identification are referenced in the Parts List.

For bolts, where etching is impractical, batches of bolts will be colour coded and a note added to the mill certificate to identify the colour coded bolts with a particular mill certificate.





8 HANDLING, SHIPPING AND STORAGE

8.1 **Dimensions**

The FROG-6 overall dimensions are as follows:

In standard 6 seat mode:

Height	2760 mm	(8.4 ft)
Max Width 1	2410 mm	(7.3 ft)
Max Width 2	2760 mm	(8.4 ft)
Tare Weight	630 kg	(1386 lb)

In stretcher mode:

-		
Height	2760 mm	(8.4 ft)
Max Width 1	2610 mm	(8.0 ft)
Max Width 2	3400 mm	(10.4 ft)
Tare Weight	630 kg	(1386 lb)

8.2 Handling & Transportation

8.2.1 Forklift

Handling of the FROG-6 with a Forklift truck may damage the underside of the FROG-6 (landing feet, cross braces or main column). Therefore the unit must be secured to a pallet specifically designed for forks.

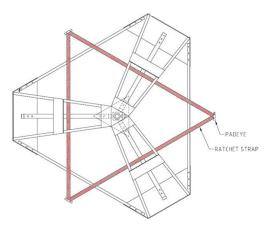
8.2.2 Crane

When lifting the FROG-6 with short chain or strop, a temporary shackle should be fixed to the Backup eyebolt. Care must be taken not to damage the FROG-6 lifting sling set. **The shackle should not be fitted through the thimble of the sling eye.**

8.2.3 Securing

For deck fastening, Reflex Marine recommends using the peripheral braces around the floor grating. An example showing a deck fastening configuration is shown in Figure 11.

Figure 11: Recommended Strapping Method FROG 6







8.2.4 Inspection

Before and after transportation the FROG-6 must be inspected to check for damage sustained in transit. The unit must not be used if any structural damage is observed. If any damage has been observed please refer to <u>Section 6.3</u>, item iv, for remedial instructions.

8.2.5 **Preparation for Road Transport**

Prior to shipping, the seat harnesses must be secured by tightening the seat harnesses and tying the buckles together. This will prevent seat harnesses flapping and damaging the seating area. It is recommended that the FROG-6 is covered for shipping either with a FROG-6 weatherproof protective cover or other heavy duty tarpaulin material.

8.2.6 Crating and Shipping

The FROG-6 will not fit in a standard or high-cube container. If the FROG-6 is transported on flat rack it must be secured. Recommended securing points are the radial / peripheral floor braces and the back-up eye. To protect it from excess loading, the main Lift-Eye must not be used as a securing point. Feet must be supported to prevent collapse by placing suitable chocks or props under the unit.

8.2.7 Storage

The FROG-6 has been designed to cope with the harsh conditions on an offshore installation or vessel; however it is important to protect the unit as much as possible from any hazardous elements and UV degradation.

It is recommended that the FROG-6 is covered with the FROG-6 weatherproof cover whilst not in use. The cover fits the standard FROG-6 in both configurations.



Fig 12: FROG-6 Protective Cover

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8.2.8 Feet Deformation During Storage

Prolonged periods of exposure to hot decks and self-weight can cause permanent set deformation of the elastomeric feet. It is advised that if the Frog is to be stored for prolonged periods of inactivity then the user should consider a set of chocks to lift the feet away from the deck.

Reflex can supply a dedicated set of supporting chocks that are designed to fit properly underneath the main base frame of the Frog-6 without impinging any exposed bolt heads. The chocks are prelaid on the deck ready for landing the Frog directly to the storage position.

Fig 13: Landing Foot Chocks









9 APPENDIX A – TRANSFER LOG

Date	From (vessel name)		
Transfer Time	To (vessel name)		
Unit Type	Crane (port / starboard etc)		
Wind Speed	Sea State		
Wind Direction	Visibility		
Transfer Classification ROUTINE / EMERGENCY			
Reason for Transfer			
Other Factors Affecting Transfer (vessel position / deck space etc)			

Passenger Details

Passengers are requested to sign below if they consent to undertaking the transfer detailed above. *Important note to passengers – Certain National regulations place constraints on the use of personnel transfers. Passengers should ensure they are aware of any local regulations prior to proceeding.*

Name	Designation	Signed consent	Time / Date

TO BE COMPLETED BY THE LIFT SUPERVISOR				
Have operating instru	YES / NO			
Has the condition of t	YES / NO			
Have passengers been fully briefed on the operation?			YES / NO	
Hazards Identified	YES / NO			
Action Taken to Minimise Hazards				
The transfer was carried out without incident			YES / NO	
Name	Position	Signature	Time / Date	
ADDITIONAL COMMENTS				



10 APPENDIX B – DRAWINGS

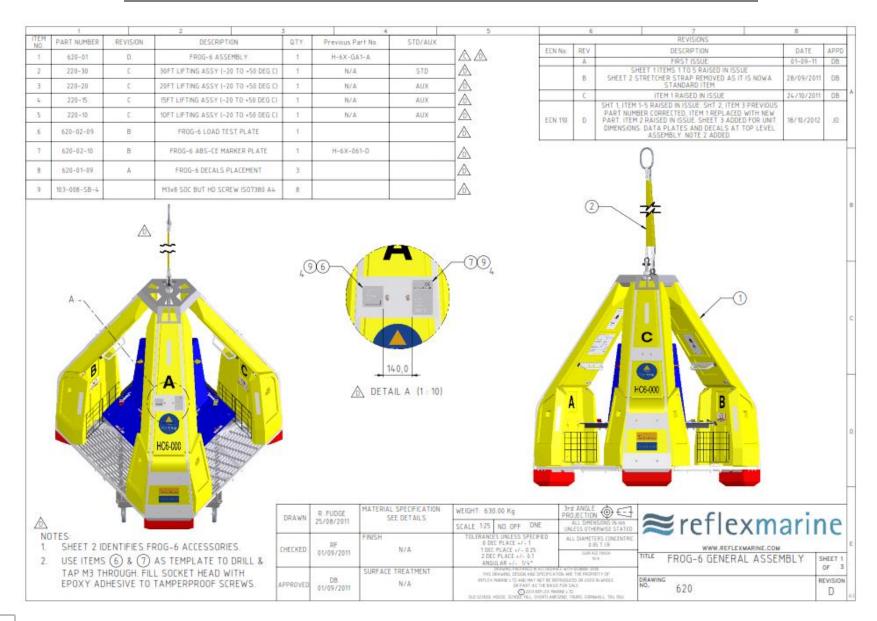
Drawing No	Revision	Description	
620 (Sheets 1-3)	D	Frog-6 General Assembly	
620-01 (Sheets 1-4)	D	Frog-6 General Assembly (Medevac Configuration)	
620-02 (Sheets 1-3)	В	Frog-6 Spaceframe Assembly	
620-03 (Sheets 1-2)	С	Frog-6 Central Column Assembly	
620-04	С	Frog-6 Load Path Assembly	
620-07 (Sheets 1-2)	В	Frog-6 Seat Assembly	
220-30	D	30ft Lifting Assembly	
RP0277	Α	Frog-6 Torque Settings and Lubricant Information	

Note: The following drawings are indicative only and only show 620 model. For the most up to date and accurate identification of parts please contact our operations department at support@reflexmarine.com



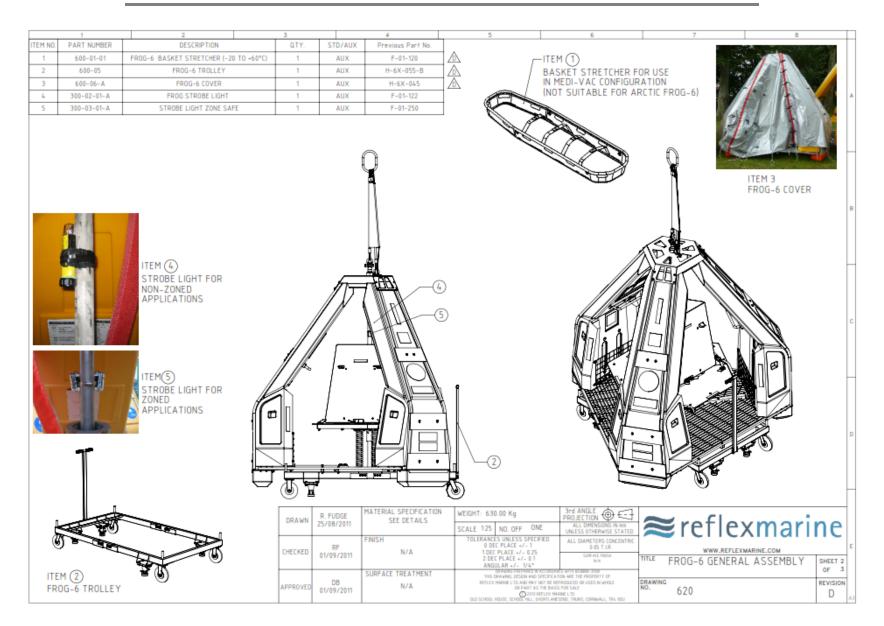


FROG-6





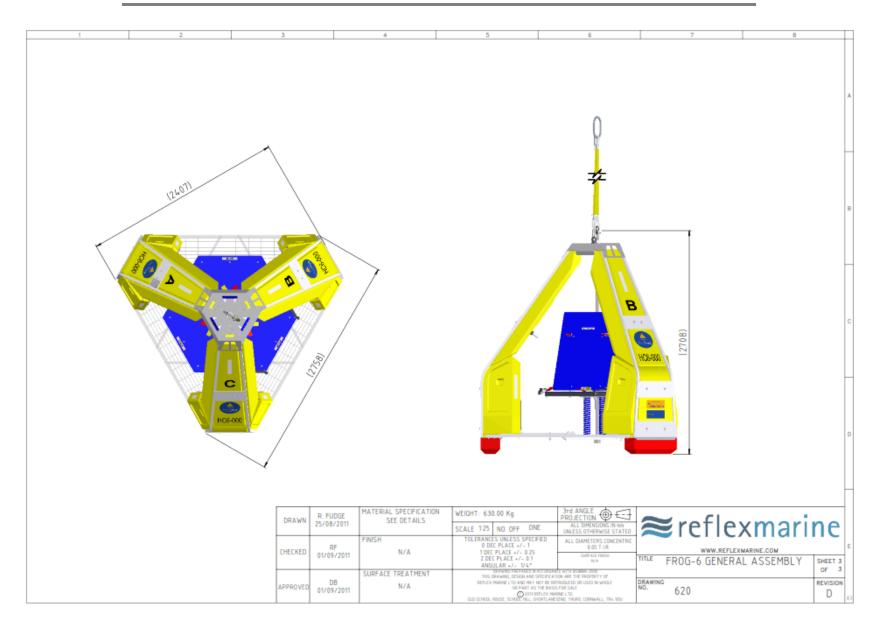
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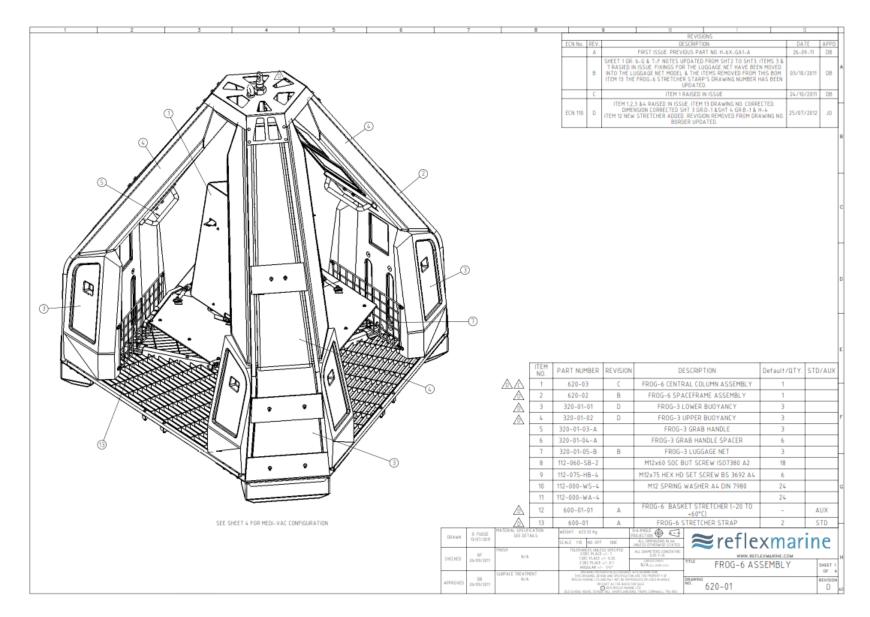
Page 63



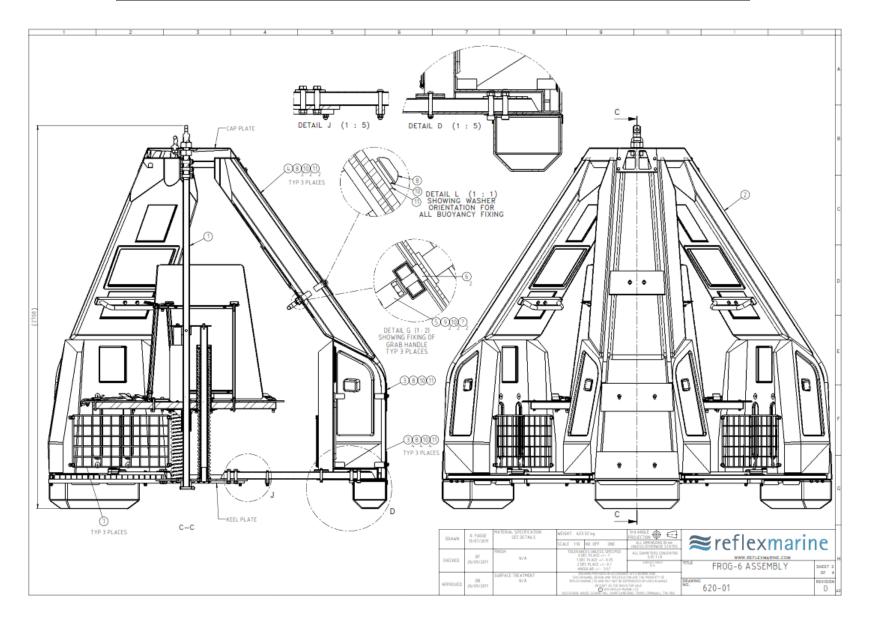
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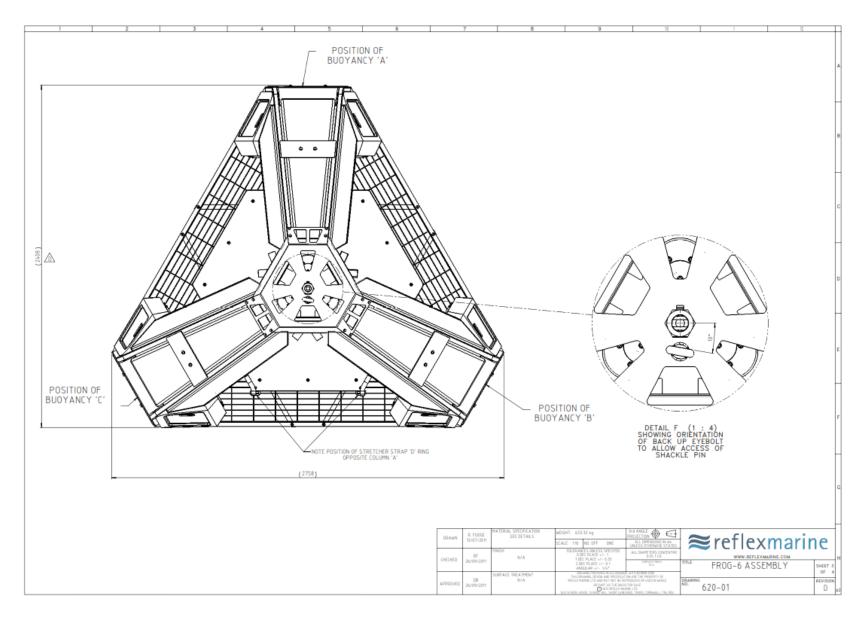
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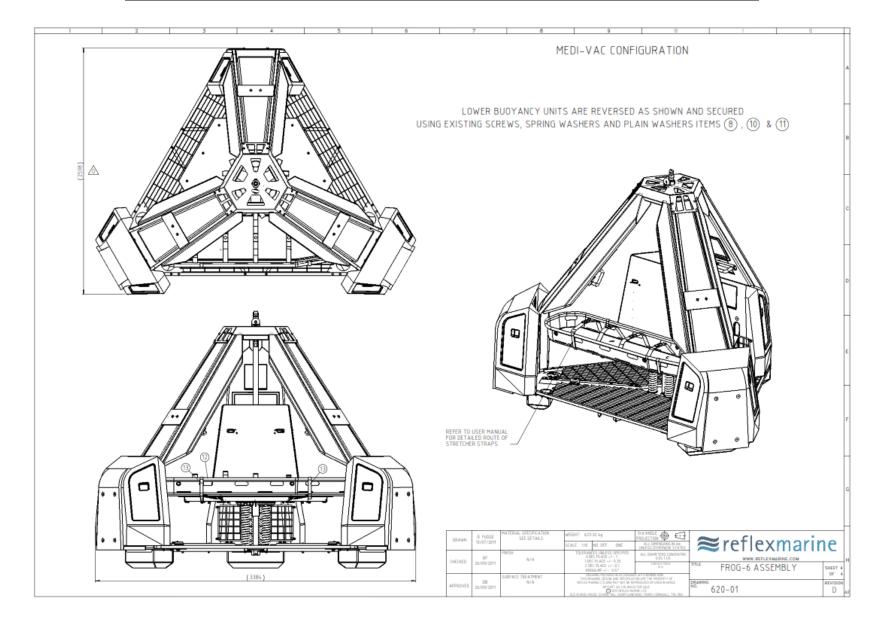
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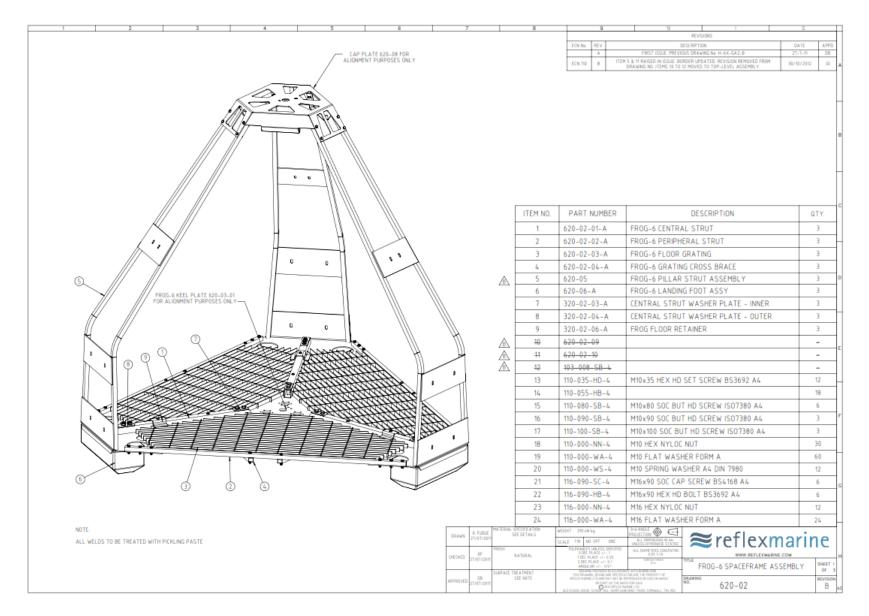


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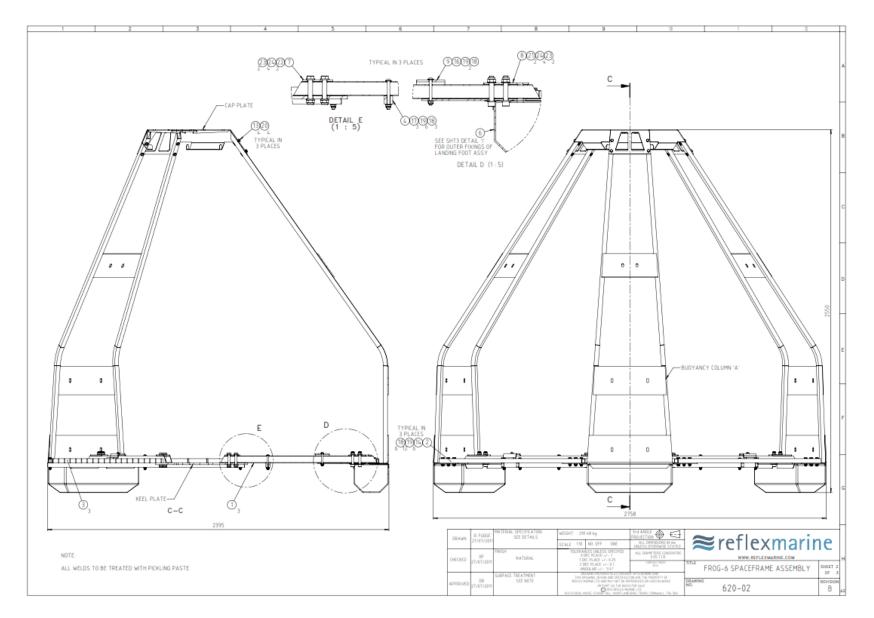




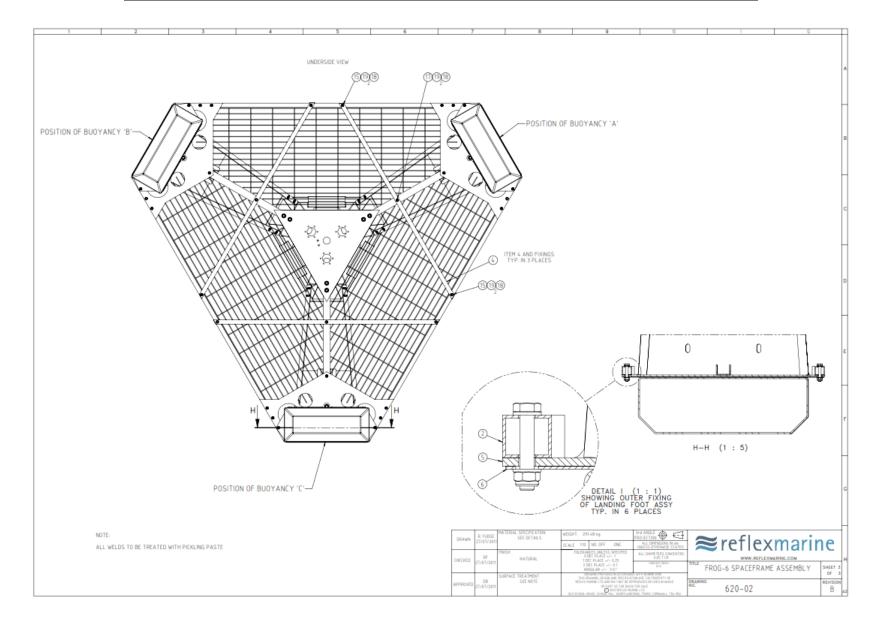


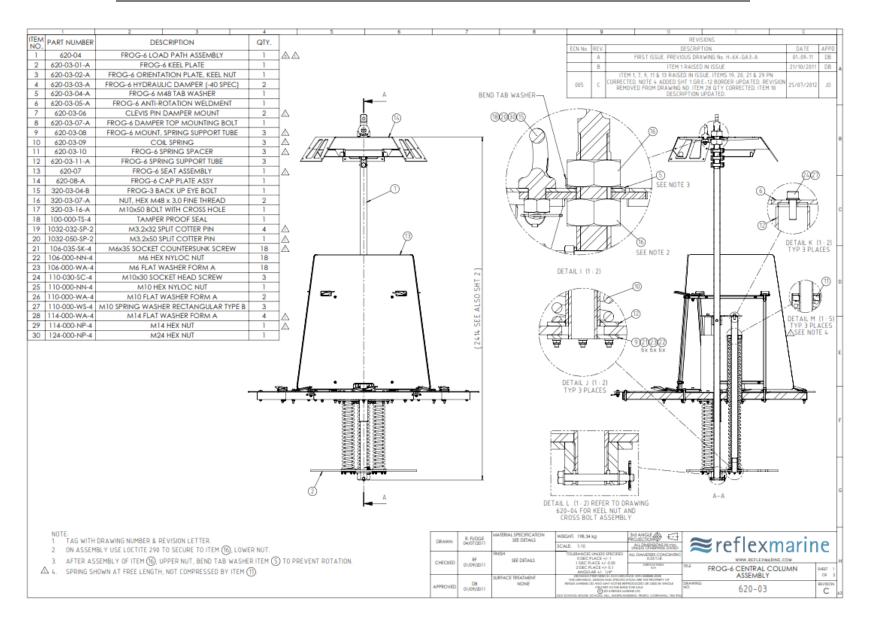


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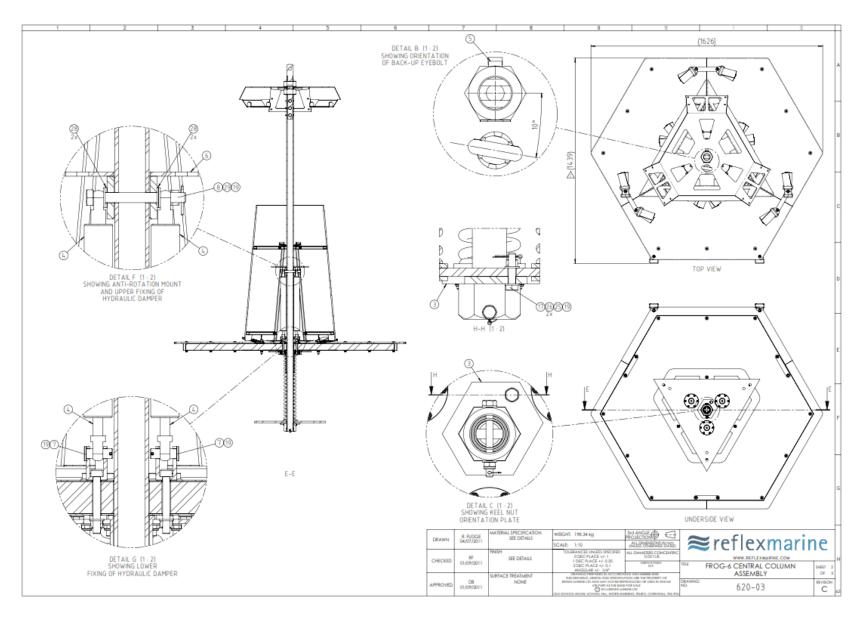


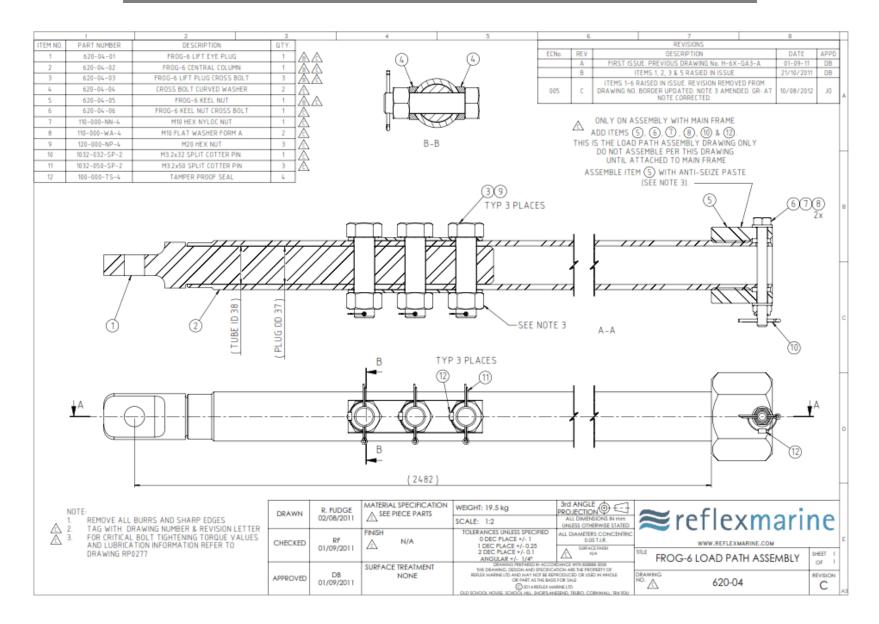
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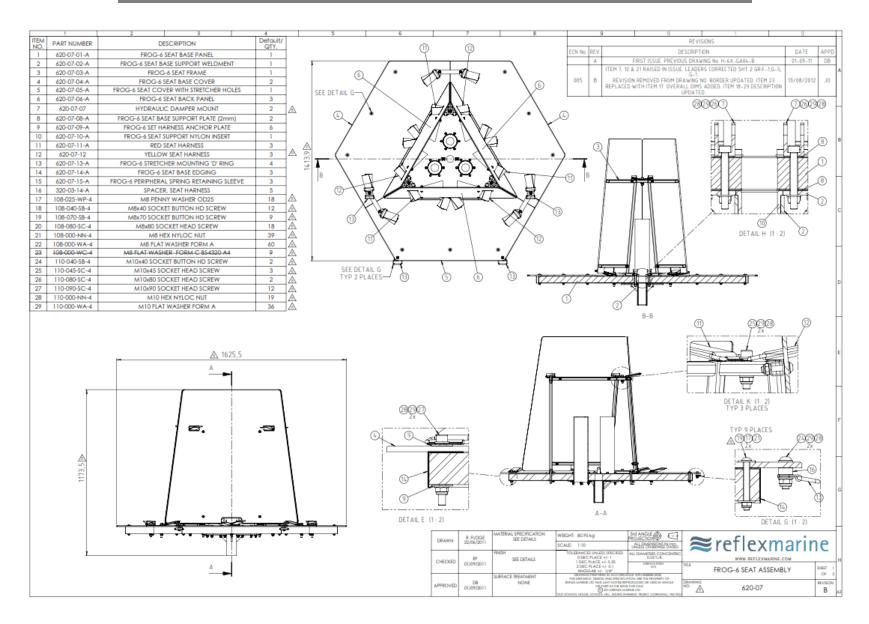
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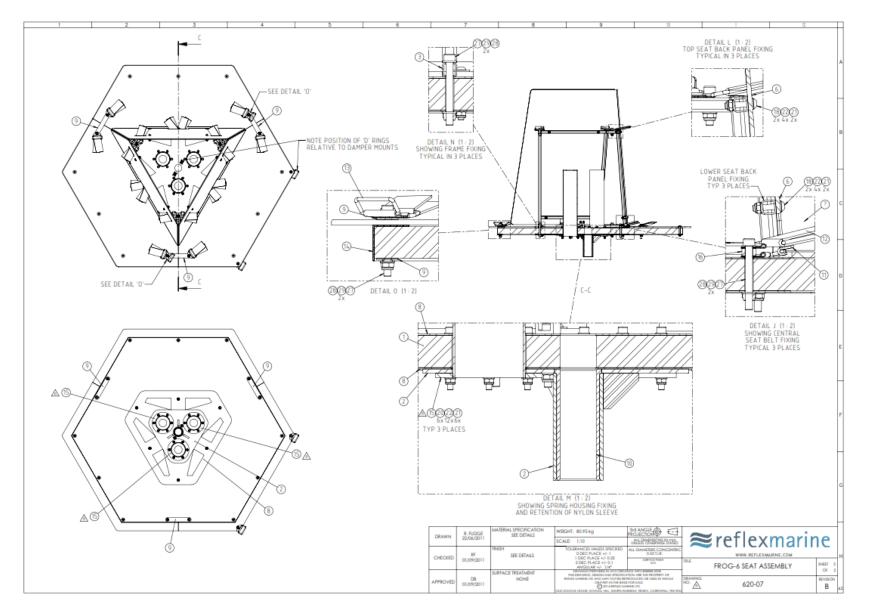


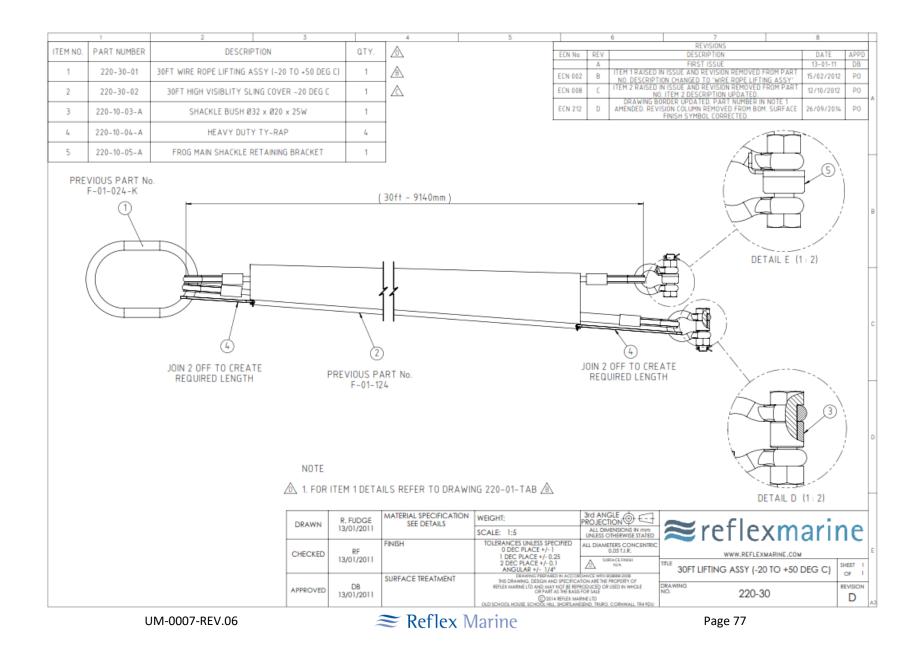


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	1	320-03-04	BACK	UP EYE BOLT	1	135	i Nm	ROCOL AN	TI-SEIZE STAINLESS BLUEGO	S PASTE OR SWA	GELOK			
	2	620-04-03	FROG-6 LIFT	PLUG CROSS BC	DLT 3	205	i Nm	ROCOL AN	TI-SEIZE STAINLESS BLUEGO		GELOK			c
	3	112-060-SB-2	M12x60 SOCKE	ET BUTTON HD SC	REW 18	20	Nm	ROCOL AN	TI-SEIZE STAINLESS BLUEGO		GELOK			
	4	620-04-05	FROG	-6 KEEL NUT	.1		TEN ONLY TO ROSS BOLT	1,0000000000000000000000000000000000000	TI-SEIZE STAINLESS BLUEGO	OP	10. mar. (10. mar.)			
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	6	640-04-03	FROG-6	M40 KEEL NUT	1		TEN ONLY TO ROSS BOLT	ROCOL AN	TI-SEIZE STAINLESS BLUEGO	S PASTE OR SWA	GELOK			
	7	2	ALL OTH	IER FASTENERS	1	WRENC	CH TIGHT		SEE NOT	TE 1				
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			DRAWN	B. CLEGG 29/07/2014	MATERIAL	SPECIFICATION N/A	WEIGHT: 7.86 k SCALE: 1:2	9	3rd ANGLE PROJECTION ALL DIMENSIONS II UNLESS OTHERWISE		reflex	xmar	ine	
			CHECKED	JO 06/10/2014	FINISH	N/A	0 DEC PL 1 DEC PL 2 DEC PL ANGULA	NLESS SPECIFIED ACE +/- 1 ACE +/- 0.25 ACE +/- 0.1 R +/- 1/4°	ALL DIAMETERS CON 0.05 T.I.R. SUBFACE FINEH NIA	TITLE	www.reflex	MARINE.COM	SHEET 1	٤
			APPROVED	JO 06/10/2014	SURFACE	TREATMENT N/A	DRAM THE DRAWING REFLEX MARINE I	ING PEPARED IN ACCO C. DESIGN AND SPECIFIC LID AND MAY NOT BE REP OR PART AS THE BASI	RDANCE WITH SOURD JOOR ATION ARE THE PROPERTY OF PRODUCED OR USED IN WHO 5 FOR SALE FOR SALE RENE LTD (ESEND, TRUPO, CORNWALL,	OLE DRAWING	LUBRICANT INFO			A3

11 APPENDIX C – PARTS LIST AND MATERIAL SPECIFICATIONS

11.1 Parts

Due to the number of parts and revisions in the FROG-6 we have decided to omit the most current parts listing from this User Manual. Please refer to <u>Appendix B</u> to assist in identifying your requirements, however for the most up to date and accurate identification of parts please contact our operations department at <u>support@reflexmarine.com</u>.

11.2 Definition According to Criticality

Critical components are those in which, if failure were to occur, there would be a high risk to the safety of the passengers in the FROG-6. The critical components are all connected to the Main Support Tube, which is the prime structural component in the design.

11.3 Fastener Specifications

Because of corrosion considerations, all fasteners on the FROG-6 are supplied in stainless steel suitable for marine use. All nuts and bolts must be Grade A4 or A2. All nuts should be fitted with NYLOC inserts where applicable.

11.4 Certification

Certification Supplied is identified with the following letters:

MC - Material Certificate CC - Certificate of Conformance LTC - Load test Certificate NDE - Non-Destructive Examination Report

12 APPENDIX D – FROG-6 MARKINGS

12.1 Essential Marking Requirements

The FROG-6 should be indelibly marked with the following information:

- i. Description of Equipment
- ii. Model
- iii. Build Version
- iv. Serial Number
- v. Manufacturer's Address
- vi. Year of Construction
- vii. Mass of Usual Configuration / Mass without Payload (Tare weight)
- viii. Safe Working Load (SWL)
- ix. Maximum Gross Mass (MGM)
- x. Maximum Number of Passengers

0	0
ABS CE	
HIGH CAPACITY FROG	
MODEL: HC6-01	.
BUILD VERSION:	.
SERIAL No :	
MANUFACTURED BY:	
REFLEX MARINE LTD,	
ABERDEEN UK	
DATE (DD/MMM/YYYY):	.
TARE: 630KG (1388 lbs)	
SWL: 570KG (1256 lbs)	
MGM: 1200KG (2645 lbs)	
MAXIMUM No. OF PASSENGERS:	
1. 6 SEATED OR 570KG (1256 lbs)	
(WHICHEVER THE LESSER)	
2. STRETCHER PLUS 1 SEATED	
O DRG No. 620-02-10 REV B	0

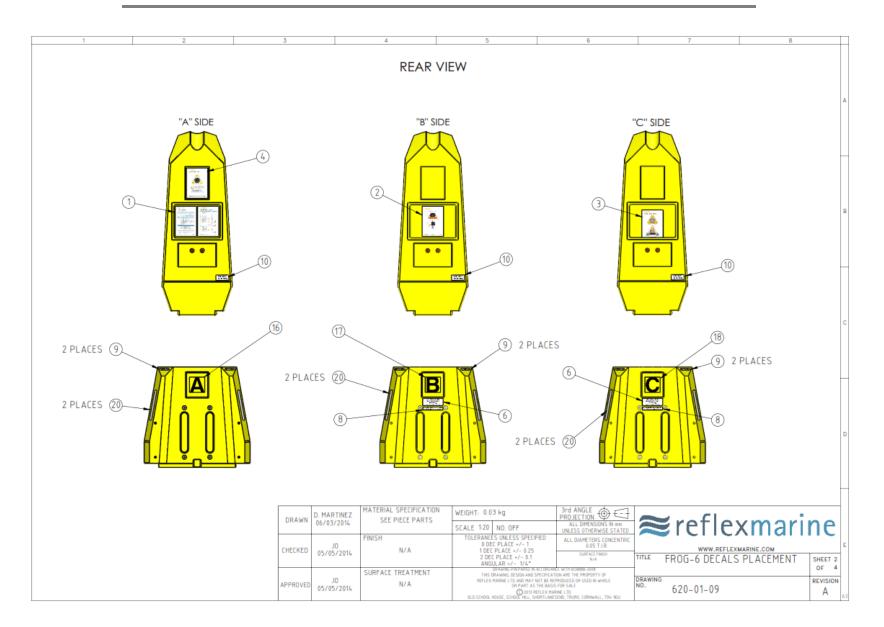
Fig 14: FROG-6 Marking Plate

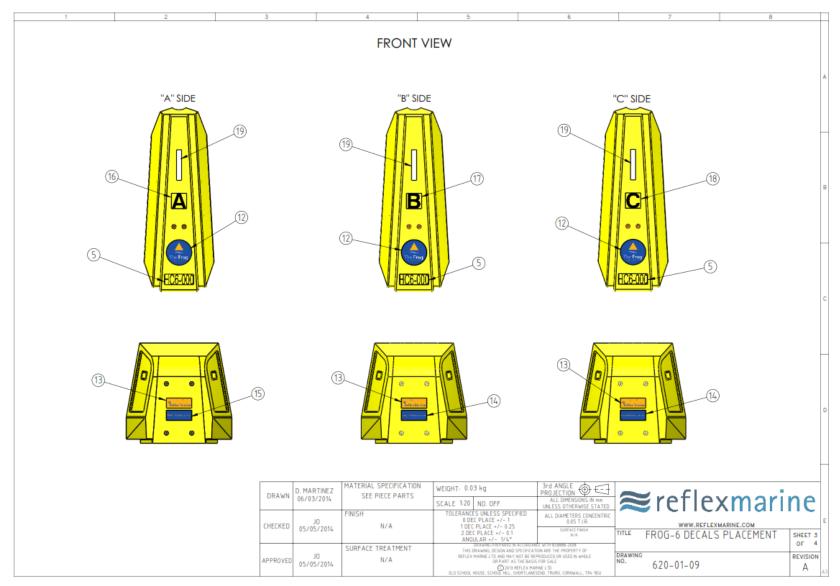




12.2 Decals - Vinyl Stickers Located on Buoyancy Units

1 2	3	4	5	6	7		8
					REVISIONS	1.00	
				ECN NO. REV.	DESCRIPTION		ATE APPROVED
				ECN 110 A	FIRST ISSUE.	14/03	/2014 JO
		2. MDPE	ANCY AND SEAT PANE BUOYANCY REQUIRES SION. GENTLY HEAT THE	PREPARATION OF SUR	FACE FOR GOOD	CONTACT	
		EM PART	R	ESCRIPTION	A SIDE/QTY.	B SIDE/QTY.	C SIDE/QTY.
		1 620-01-0	the second s	ERATIONAL STICKERS	1	-	-
		2 620-01-0		TCHER FITTING STICKER		1	-
		3 620-01-0		ARRANGEMENT STICK	ER -	2	1
B		4 620-01-0	06 FROG-6 LOAD	DISTRIBUTION STICKER	1		-
		5 620-01-0	07 FROG-6	UNIT NO. STICKER	1	1	1
		6 620-01-0	2-1 FROG-6	CAPACITY STICKER	12	1	1
		7 620-01-0	2-2 FROG-6	SEAT BELTS STICKER	1	1	1
		8 620-01-0	2-3 FROG-6 FIX LOV	WER BUOYANCY STICKE	R -	1	1
		9 620-01-0	2-4 FROG-6 NO	HAND HOLD STICKER	2	2	2
1 joint		10 620-01-0	2-5 FROG-6 F	EET INSIDE STICKER	1	1	1
UT NO		620-01-0	2-6 FROG-6	NO STEP STICKER	1	1	1
	3	12 320-01-0	6-1 THE FRC	GLOGO DECAL	1	1	1
		13 320-01-0	6-2 YELLOW RE	FLEX MARINE DECAL	1	1	1
		14 320-01-0	6-3 BLUE REFL	EX WEBSITE DECAL	-	1	1
1 states		15 320-01-0	6-4 BLUE REFLE	X PHONE No. DECAL	1	π,	-
		16 320-01-0	6-5 FROG-3 B	UOYANCY LETTER A	2	-	873
		17 320-01-0	6-6 FROG-3 B	UOYANCY LETTER B		2	
		18 320-01-0	6-7 FROG-3 B	JOYANCY LETTER C	-	-	2
		19 320-01-0		REFLECTIVE STRIP 300x50		1	1
IGn/ s		20 320-01-0		REFLECTIVE STRIP 200x50		2	2
	DRAWN D.MARTIN 06/03/20 CHECKED J0 05/05/2	FINISH		1 0.05 T.I.R. 0.1 SUBFACE FIRSH MAA		exma REFLEXMARINE.COM CALS PLACEM	ENT SHEET 1
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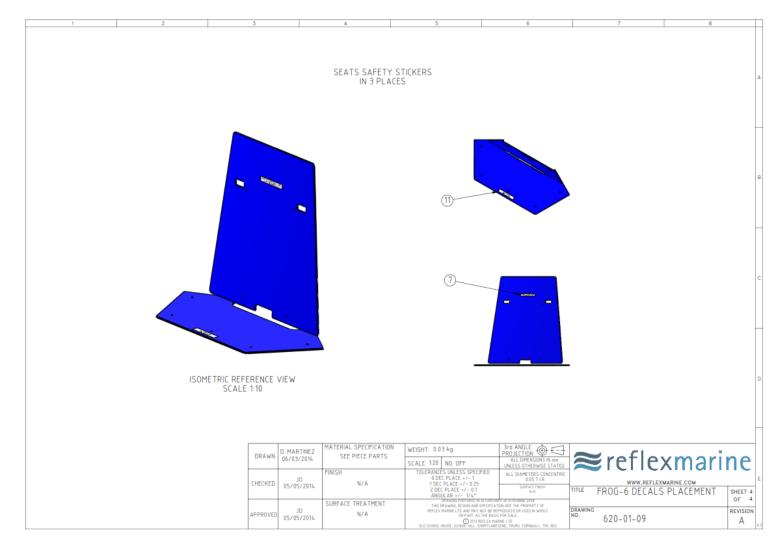




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12.3 Decal - Operating Instructions - Located on Seat



13 APPENDIX E – ACCESSORIES

Reflex Marine Ltd provides a range of flexible accessories to optimise the use of the FROG-6.



Skid Trolley

Specially designed trolley for easy of movement and storage of the FROG - 6 to areas that are undercover or otherwise outside the normal reach of the crane. The skid trolley features caster wheels and a parking brake.



Strobe Light

Provides greater visibility in poor weather conditions. High-intensity: light weight, waterproof to 300 m, Flash Rate 50 per min and also provides 6 mile visibility. C cell battery powered, fitted to central column of FROG-6. *Note: The strobe is not certified for use in hazardous areas.*



Stretcher

Essential for conducting emergency medical transfers, Reflex Marine supply rigid stretcher that are compliant to use in FROG-6 emergency stretcher mode.



Protective Cover

The cover protects against degradation from UV light and the weather elements as well as worksite debris. It is adjustable for either standard or emergency configuration of the FROG-6. The silver reflective cover is made of flame resistant fabric (BS3408).



Multi-Lingual Operational Briefing DVD's

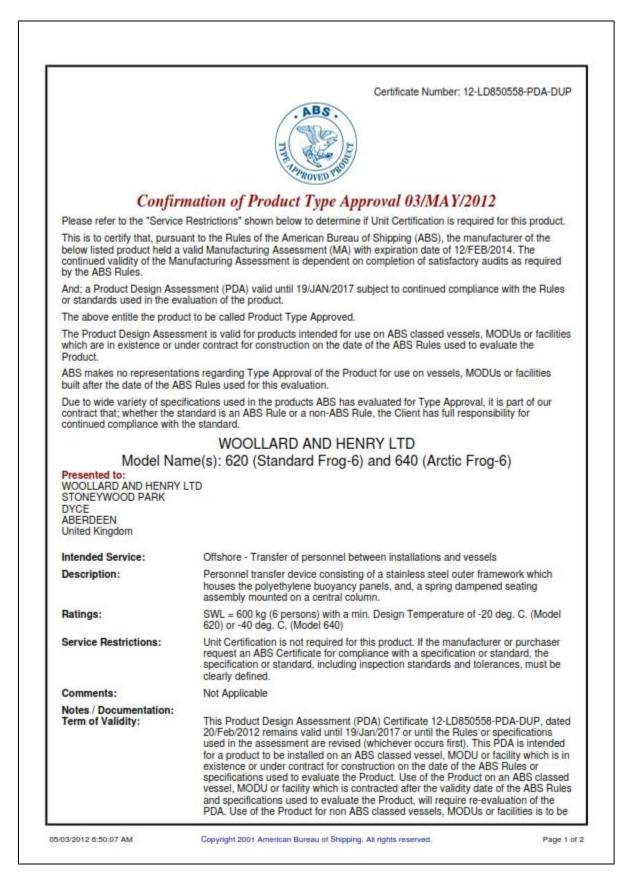
The FROG-6 is supplied with Multi-Lingual Operational Briefing DVD's in English, French, Spanish, Portuguese and Italian. Russian Operational Briefing DVD's are also available. Additional copies can be ordered through www.reflexmarine.com/support.

14 APPENDIX F – INDEPENDENT CERTIFICATION

14.1 EC Type examination certificate (unit numbers HC6-110 to 112 and HC6- 118 onwards)

Tel +44 (0) 8700 111375 Fax +	44 (0) 8700 111395	E-mail enquire@laidler.co.uk Web www	laidler.co.uk		
EC T	PE EXAMINA	ATION CERTIFICATE			
EC type-examination	requested by:				
Manufacturer: Re	flex Marine Ltd				
Address: Somar	House, Heron Way, Tru	ro, TR1 2XN, UK			
Responsible Perso	on: Andrew Grimes				
Date of submissic	on: 13 th September 2011				
Machinery descriptio	n:				
Machine: Frog 6	Personnel Transfer Cap	sule (PTC)			
Model: HC6-01					
Type: 620 + 640					
Serial No. (Inspec	ted item): HC6-086				
Conclusions of examin The machinery specifie requirements specified		ed and found to comply with the essential safety ectives 2006/42/EC.			
Special Conditions Special conditions appl None	icable to the issue of this	certificate are given in Appendix 1:			
Conditions of Issue. This certificate refers to examination of the doct nullify this certificate.	the information examine umentation unless they are	ed only. Any modifications made subsequent to the e submitted to Laidler Certification for approval will			
Signed: Certification Ma	anager/Operations Manage	Date: 28 th November 2011			
Notified	Body No. 0870	Certificate No: 0602/CC1016			
LAIDLER CERTIFICATION LLP BELASIS F Ref : Doc.No. 4.3(a)/MD Directors: P Laidler, M Smalles, D Coulson. Company Registration no. OC	SUSINESS CENTRE COXWOLD VPL Page 309165 Notified and Competent Body no.	D WAY BILLINGHAM CLEVELAND UK T\$23 4EA C LOF 1 Rev : 01/11.0 0070	2		

14.2 ABS Product Type Approval (unit numbers HC6-110 to 112 and HC6-118 onwards)



	to an agreement between th	e manufacturer and inte	ended client.
ABS Rules:			ification of Lifting Appliances,
National Standards: International Standards:	IMO SOLAS Life-Saving Ap	pliances, 2003	
Government Authority: EUMED: Others:			
Model Certificate	Model Certificate No	Issue Date	Expiry Date
PDA-DUP	12-LD850558-PDA-DUP	20/FEB/2012	19/JAN/2017
date and time the certificate was p manufacturer's quality assurance Approval. The approvals of Drawi cautions manufacturers to review unriess it is specifically indicated in procedures (where otherwise requ	e preparation of this certificate and it repre printed. Type Approval requires Drawing A and quality control arrangements. Limited ngs and Products remain valid as long as and maintain compliance with all other sp in the description of the product; Type App uired) for products to be used in a vessel, ling the validity of ABS Rules or the need to	Assessment, Prototype Testin circumstances may allow on the ABS Rule, to which they editications to which the prod roval does not necessarily with MODU or facility intended to	g and assessment of the ly Prototype Testing to satisfy Type were assessed, remains valid. ABS luct may have been assessed. Further, alve witnessed inspection or survey be ABS classed or that is presently in
cases, be addressed to ABS.			



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	Categoria	a : Dispositivo CED	1 S. C. S.					
		n : 6 personas						
		a : Reflex Marine						
	Modele	o : Frog-6						
	Fabricado conforme a la NOM-038-SCT4-2009, por							
	Grupo Industria	l Electromecánico de M	léxico, S.A. de C.V					
	Ubicada en:	Calle 72 Lotes 3, 4 y 5 en	tre 35 A y 35 B					
		Frace, San Agustín del Pa	ılmar					
		24110 Isla del Carmen,	Camp					
	Cert	tificado expedido en:						
		co, D.F. el 18 de agosto de 2	2014					
		Válido hasta el 17 de agosto de 2014						
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	de conformidad con	n lo dispuesto en el artículo 5	0 del Reglamento					
		taría de Comunicaciones y T						
	firma el Director Ge	eneral Adjunto de Protecciór	n y Seguridad Marítima.					
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		El Director General Adju	nto	8				
	Cap.	. Alt. Gabriel Ángel Carred						

14.4 Diretoria de Portos e Costas (DPC) Brazil approval certificate (all units HC6-01 (622))

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	номо	LOGAÇÃO Nº (APPROVAL Num.) 211.003/2014	30
	(FEDERATIVE MARIN (BRA DIRETORIA D	DERATIVA DO BRASIL REPUBLIC OF BRAZIL) HA DO BRASIL ZILIAN NAVY) E PORTOS E COSTAS OF PORTS AND COASTS)	Mercula Mar
		D DE HOMOLOGAÇÃO (AL CERTIFICATE)	200
	1) PROTÓTIPO DO PRODUTO (SPECIMEN EXAM (PERSONAL TRANSFER DEVICE)	MINED): CESTA DE TRANSFERÊNCIA DE PESSOAL	
	2) MODELO (MODEL): FROG-6: HCS-01 (620) STAN	IDARD e HC6-01 (640) ARTIC	100
	3) FABRICADO POR (MANUFACTURED BY): REFL		-
	LINHA DE PRODUÇÃO (PRODUCTION LINE): 4) ENDEREÇO (ADDRESS): SOMAR HOUSE HEI TR1 2XN- REINO UNIDO	WOOLLARD AND HENRY LIMITED STONEYWOOD PARK, DYCE ABERDEEN AB21 7DZ SCOTLAND RON WAY, NEWHAM, TRURO CORNWALL	TAN
	5) NORMAS APLICÁVEIS (REGULATIONS): CÓU UNIDADES MÓVEIS DE PERFURAÇÃO MARÍ EUROPEIA PARA MAQUINAS 2006/42/EC E N EQUIPMENT OF MOBILE OFFSHORE DRILLI MACHINERY DIRECTIVE 2006/42/EC AND BRAZ		A D N
	MARITIMAS (SHIPS AND PLATFORMS)	PURPOSE OF) EM EMBARCAÇÕES E PLATAFORMAS	
	7) DESENHOS E RELATÓRIO DE TESTES (DRAW		1.5
	TAB REV C 15 11 2011: 30FT Lifting Assy (-20 to +50 Deg C) 220-30-8	FROG-6 Load Path Assembly 620-04-8 REV.6 21.10.2011; FROG-6 Seat Assembly 620-07-A REV.A (1/2 até 2/2 01.09.2011; FROG-6 Cap Plate Assy 620-08-A REV.A 01.09.2011; FROG-6 General Assembly 620-C REV.C (1/2 até 2/2 24.10.2011;	A CARLENCE
	B) DATA DE EMISSÃO (DATE OF ISSUE) 10.02.2014	9) VALIDADE (DATE OF EXPIRY): 23.04.2016	1
MESH	LEGISLAÇÃO ESPECIPICADA NO ITEM 5 E A DOCUMEN CERTIFICADO NÃO É VALIDO PARA O PROTOTIPO QU RELAÇÃO AO QUE FOI TESTADO (THE SPECIMEN IS REGULATION (ITEM 5) AND DRAMING/TEST REPORT (ITE DOES NOT APPLY TO EQUIPMENT WHICH PAS BEEN VAR SERGIO SANT Capitão-de-Mar-e-	M TI RECORDED IN THIS DIRECTORATE. THIS LERTIFICATE	3
	(Deputy to	Mahtime Safety)	ALC:NO
30			
			G
	3*63*63*63):(33):(63):(63):(63):(63):(63)	

11 APPENDIX G – BRAZIL

2.1 Specification Summary

Payload - SWL	SWL = 600 kg = (6 x 90 kg average mass passenger + 10 kg average mass luggage) ≈ 1323 lb = (6 x 198.5 lb average mass passenger + 22 lb average mass luggage) Or 1 person in stretcher and 1 accompanying passenger Note: Luggage is not to be stored on the seat base, For Luggage Guidelines see section 5.7
Weight	
Max Gross Weight	1230 kg (2712 lb)
Tare Weight	630 kg (1389 lb)

5.6 Seating and Load Distribution

In order to perform loading efficiently and safely, the following procedures are recommended:

i. Organise passengers into groups of 6 (see note*).

ii. Confirm that passenger weight does not exceed the SWL of the FROG-6-unit, seat base: 540 kg (or 6 x (90 kg)).

iii. Firstly load Group 1 (1, 2 and 3) into the seats as shown.

iv. Next load Group 2 (4, 5 and 6) into the seats as shown.

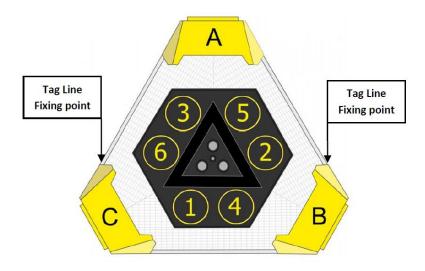


Fig 2: Seat Loading and Tag Line Fixing Points

*Note - When the FROG-6 is used for less than 6 passengers, continue to follow the loading procedure above for as many passengers as possible. In this way the unit will always be balanced as far as possible.

5.7 Luggage Storage

In order to increase the speed of transfers and the safety of the operation for the FROG-6 it is recommended that luggage is transferred separately particularly when more than four passengers are carried. Luggage nets are supplied with the unit but these are only intended for small, light-weight, hand-carry items such as laptops, and operators should ensure that the payload does not exceed the maximum permitted weight of 10 kg per passenger. Luggage is not to be stored on the seat base.



Fig 3: FROG-3 Luggage Storage

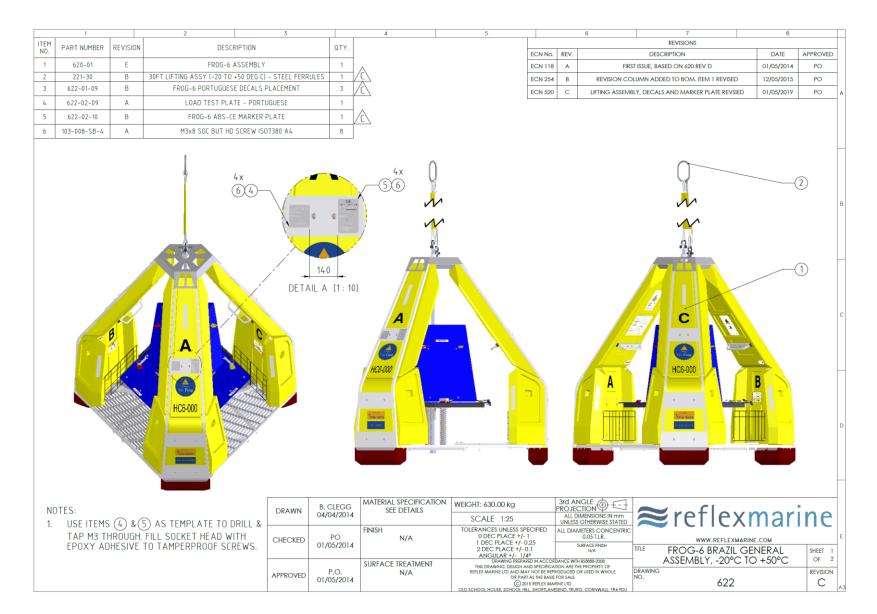
Load Test Number	1	2	
Components Under Test	i. Main Lift-Eye.	i. Back-Up Lift-Eye.	
	ii. Central Column Load	ii. Central Column Load	
	Bearing Assembly.	Bearing Assembly.	
	iii. iii. Seats and Floor	iii. iii. Seats and Floor	
	Structure.	Structure.	
Test Proof Load	1830 kg (4034 lb)	1830 kg (4034 lb)	
Test Proof Load Distribution	1180 kg (2601 lb) on the seats	1180 kg (2601 lb) on the seats	
	and spread equally between	and spread equally between	
	them.	them.	
	650 kg (1433 lb) placed on the	650 kg (1433 lb) placed on the	
	floor and distributed evenly.	floor and distributed evenly.	
Basis of Test Proof Load	Twice Maximum Gross Weight,	Twice Maximum Gross Weight,	
	less Tare Weight*	less Tare Weight*	
	= 2 x 1230 kg - 630 kg = 1830	= 2 x 1230 kg - 630 kg = 1830	
	kg	kg	
Crane Hook Load	2460 kg	2460 kg	
Test Method	Lift the unit and hold static for	Lift the unit and hold static for	
	3 minutes.	3 minutes.	

6.8.1 Load Test Procedure

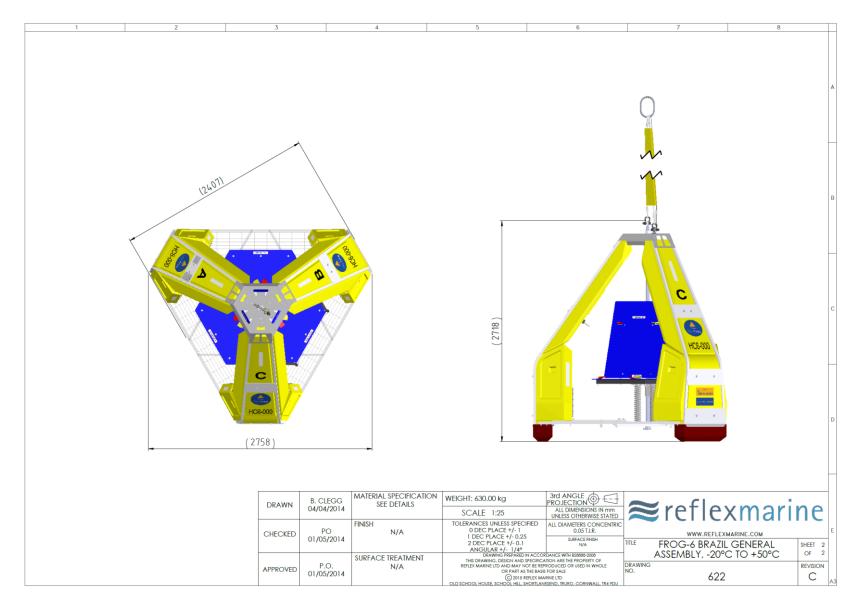
DRAWINGS

Drawing No	Revision	Description
622	А	Frog-6 Brazil, General Assembly, -20°C to +50°C
221-30	А	30Ft Lifting Assy (-20 to +50 Deg C) – Steel Ferrules
622-02-10	В	Frog-6 ABS-CE Marker Plate - Portuguese

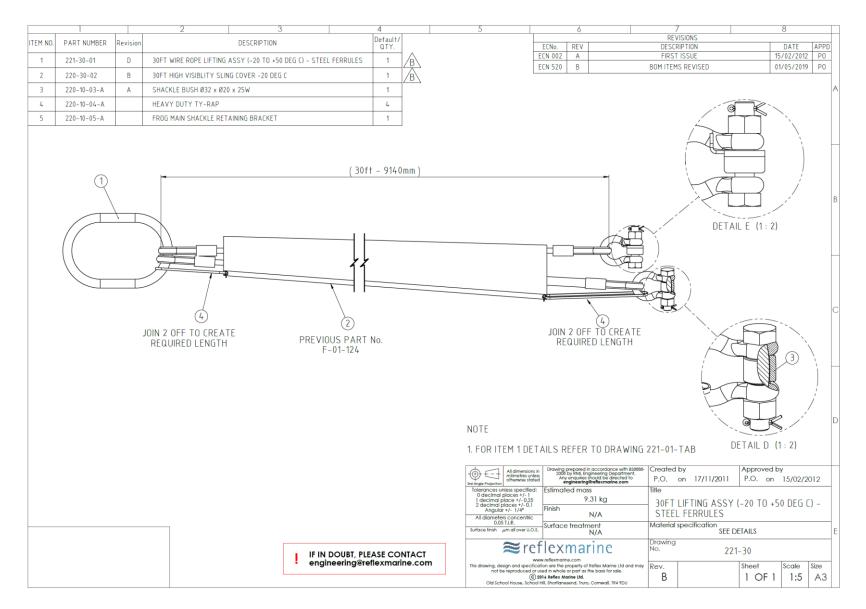




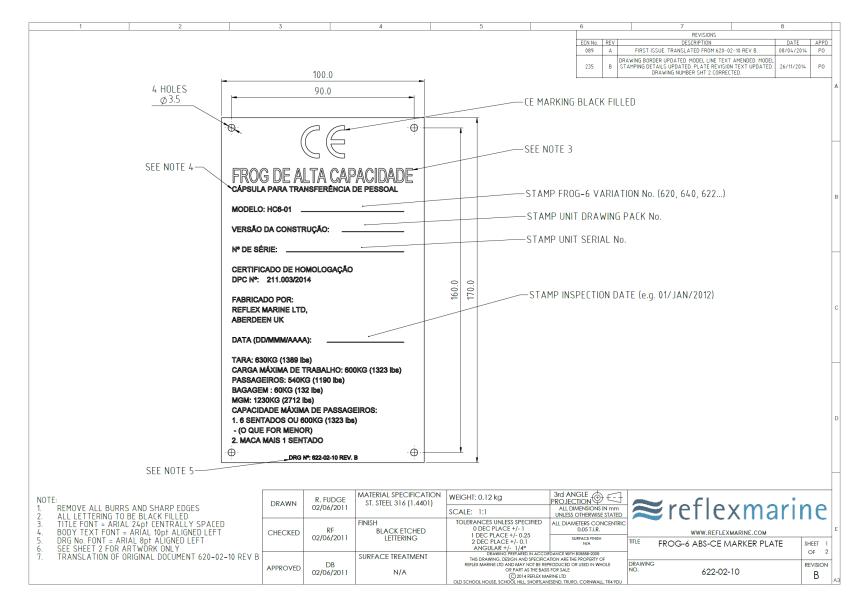
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UM-0007-REV.06

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FROG DE ALTA CAPACIDAD cápsula para transferência de pessoal	
MODELO: HC6-01	
VERSÃO DA CONSTRUÇÃO:	
Nº DE SÉRIE:	
CERTIFICADO DE HOMOLOGAÇÃO DPC Nº: 211.003/2014	
FABRICADO POR: REFLEX MARINE LTD, ABERDEEN UK	
DATA (DD/MMM/AAAA):	
TARA: 630KG (1389 lbs) CARGA MÁXIMA DE TRABALHO: 600KG (1323 lbs) PASSAGEIROS: 540KG (1190 lbs) BAGAGEM : 60KG (132 lbs) MGM: 1230KG (2712 lbs) CAPACIDADE MÁXIMA DE PASSAGEIROS: 1. 6 SENTADOS OU 600KG (1323 lbs) - (O QUE FOR MENOR) 2. MACA MAIS 1 SENTADO	
. ⊕ . DRG №: 622-02-10 REV. B	· ⊕ ·

622-02-10 NOTE: CE LOGO & ALL LETTERING TO BE FILLED

UM-0007-REV.06

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