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Joint Industry Guideline Checklist

Background and purpose



The [Joint Industry Guideline](#) was published in 2019, with the goal of increasing and implementing Standardised Supply Chain Behaviour across the industry. Since then, various measures have been initiated to enhance the implementation. The following checklist is meant as a tool for companies to early assess and implement key recommendations from the Joint Industry Guideline.

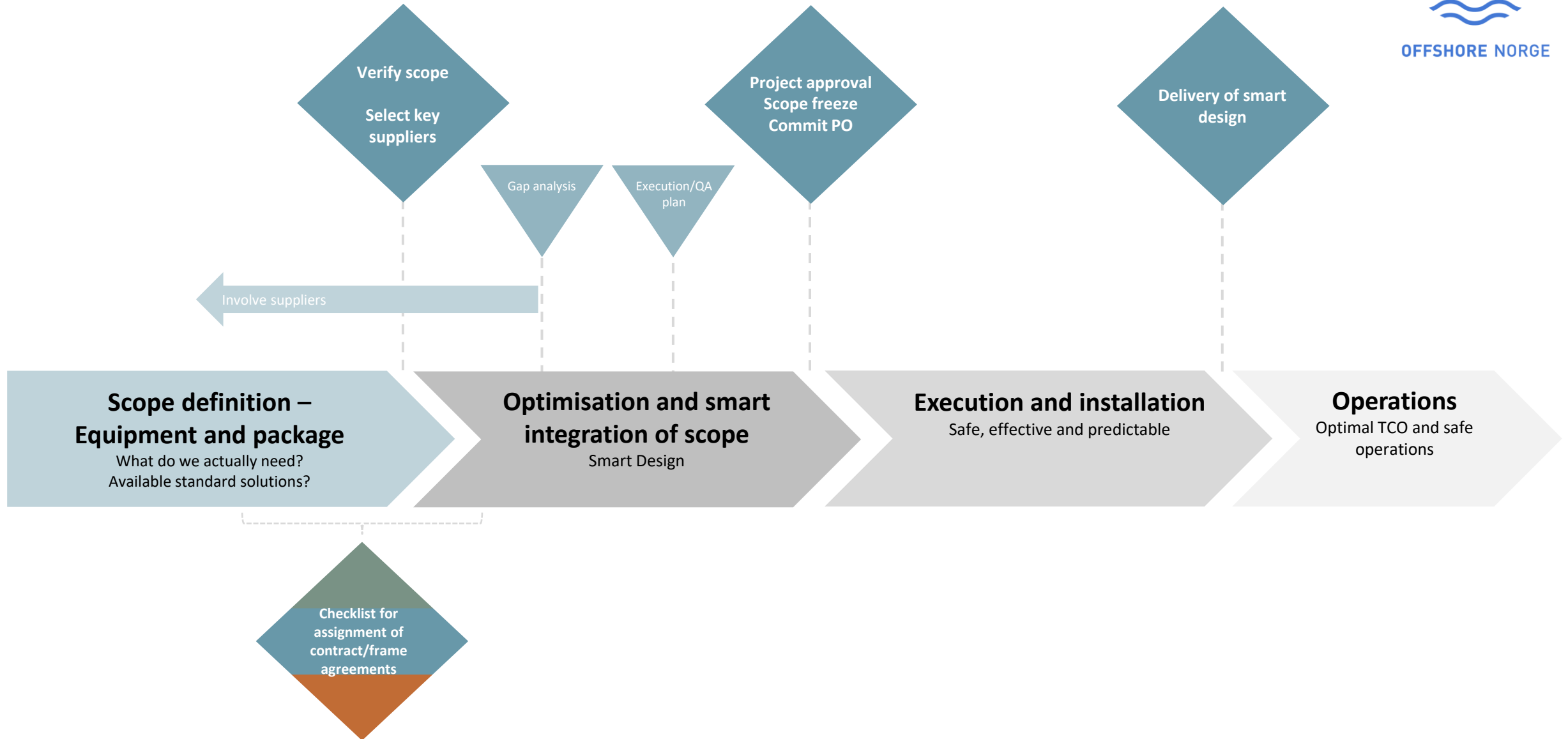




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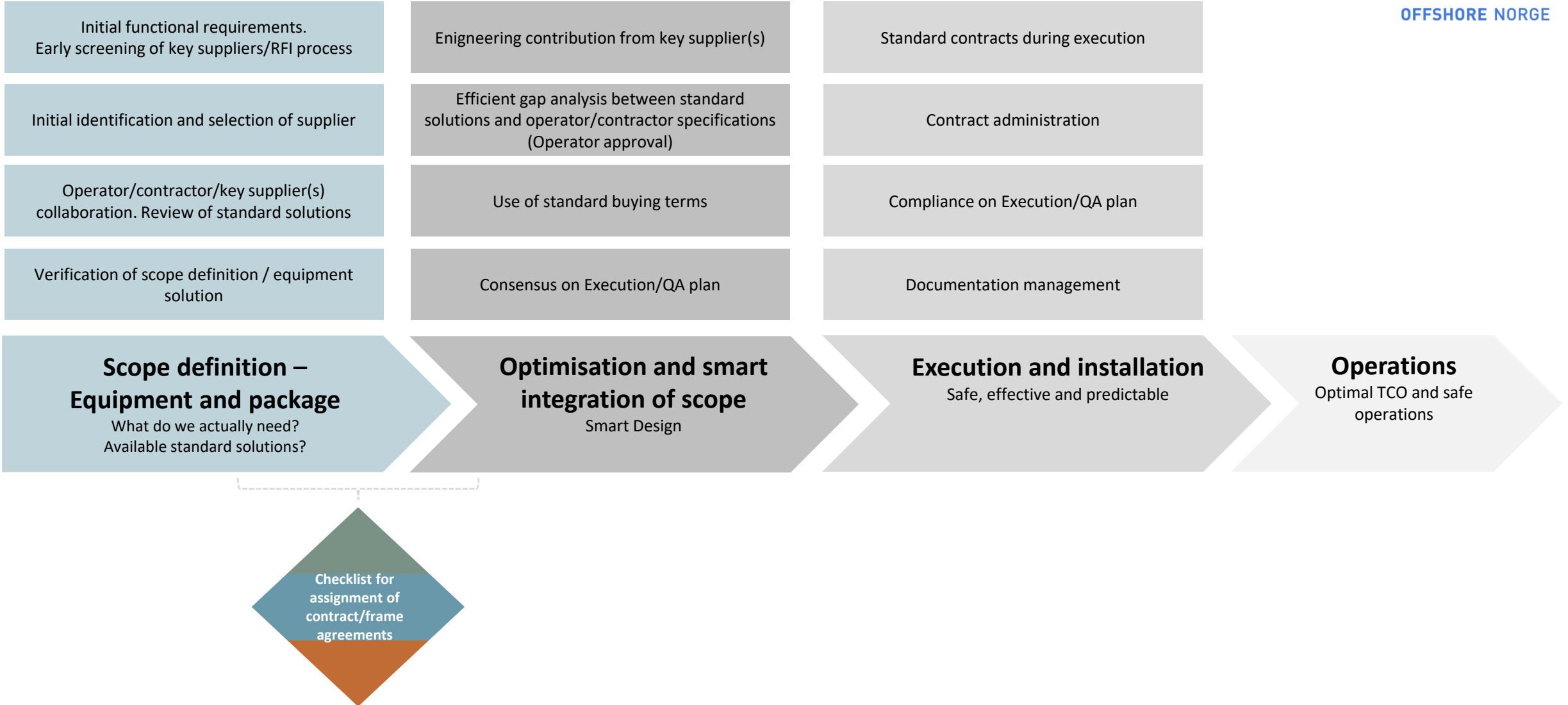




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Scope definition – Equipment and package

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- Use [Magnet JQS](#) as a source to engage potential suppliers
- Supplier documentation should be submitted, loaded up and validated in [EqHub](#)
- Operator should provide functional requirements only, excluding operator specific requirements
- Buyers should ensure an early and compact screening process (RFI process/[frame agreement](#))
 - If assignment of contract/agreements is considered, utilise [checklist for assignment of contracts](#)
- Offered solution should be based on standard equipment, and if available, based on recognised international and industry standard specifications (e.g. ISO, IEC, NORSOK, API, IOGP)
- Seek circular economy solutions and/or low carbon opportunities
- Buyer should select key suppliers, and initiate collaboration, as early as possible
- Define scope and critical requirements as foundation for review of standard solution
- Engineering contribution from key suppliers should be separated from sales activities
- Jointly review standard solutions in a TCO perspective
- Establish preliminary TCO estimate at time of scope selection
- Buyers to agree on proposed equipment solution as a feasible basis for further engineering
- Buyers to agree on preliminary project execution strategy, and conditions for optimisation of solution

Optimisation and smart integration of scope

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- Include key supplier(s) in operator's and/or contractor's team when relevant
- Re-use engineering from other relevant solutions delivered
- Integration and adaption of supplier standard equipment packages should be done on the interfaces or beyond package battery limit
- Opt to compensate key suppliers for early phase engineering contributions where this can improve the overall business case
- Conduct a gap analysis where gaps between buyers specific requirements and industry standard requirements are approved or mitigated. Necessary changes to standard solutions should be based on a TCO cost-benefit approach
- Clarifications towards operations and relevant engineering disciplines should be conducted to ensure operational considerations are accounted for in a TCO perspective
- Establish and agree on a common Execution/QA plan between operator, contractor and key supplier(s) when POs are issued. The following issues should be clearly defined:
 - Plan for document review, approval and delivery
 - Plan for risk based follow-up, reporting and control
 - Team integration
 - Long Lead Items (LLIs)
 - Common drivers and incentives

Execution and installation

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- Recognised standard industry contracts should be used (e.g. NF 15/NTK 15/NIB 16). Alignment of risk through the value chain and alignment between frame agreements/contracts.
- During project execution, buyers contract administration should work integrated with project management in accordance with agreed Execution/QA plan
- Comply with the Execution/QA plan that has been agreed. Deviation from the plan may have consequences for project cost and progress
- If no circumstances require otherwise, documentation should be retained at supplier (including Material Record Book), still securing legal rights for operator to control the information through entire lifetime of equipment
- Utilise recognised [digital industry platforms](#) (e.g. EqHub)
- Monitor number of revisions of documents