



Code of Practice

For Yard Members

The yard members of the ICOMIA Superyacht Refit Group comprise leading, well established specialist refit yards for superyachts. They are integrated registered businesses with their own facilities including lifting and/or docking capabilities and are not contractor cooperatives.

Mission. The group's mission is to represent quality refit, repair and maintenance yards.

All yard members of the ICOMIA Superyacht Refit Group conform to this unique Code of Practice that brings certainty to your refit and eases an owner's concerns on how their yacht's refit will be managed and the quality that will be achieved.

Standard Contract. The Refit Group offers a standard framework contract that was developed by prominent international marine lawyers with significant experience and reputation in this sector. It addresses such matters as performance, additional and emergent works, subcontracting, redelivery, liability and insurance and warranty.

Contract compliance and Good Practice. In order to achieve satisfactory completion of the refit contract:

- All relevant verbal instructions must be followed up and confirmed in writing.
- The content of meetings should be recorded in minutes which should be distributed to all relevant parties.
- Any updated documents such as production drawings, specifications and works production sheets should be circulated promptly.
- Any disputes to be resolved as detailed in the contract.

Insurance. Members have at least €10 million liability insurance which simplifies the placing of a yacht in the group's yards, as well as appropriate insurance for facilities and staff.

Warranty. Members will honour all warranty commitments made to clients as the primary contractor according to contract or Yard's general Terms and Conditions.

Project Management.

The contracted works will be supervised and organised on behalf of the refit yard by an appropriately qualified project manager experienced in refit and repair work and who will provide good technical knowledge to the client and their nominated

representative. They will have good communication skills and will manage sub-contractors.

The Project Manager will provide technical reports on all significant works to the client's project management.

Transparency. Members have a proper financial organisation and associated accounting services. They respect national and local fiscal and customs regulations. They are independent businesses without any ties to other service providers which might cause conflicts of interest.

Owner's Representatives. The Refit Group encourages the contribution of owner's management and their representatives but working under agreed procedures for the benefit of both parties.

Customer Satisfaction. Our members work in accordance with ISO 9001 procedures. Following the contract completion and after an appropriate period, members will contact the yacht's representatives so they are able to monitor the excellence of the work and services provided and assure continuous improvement of their processes.

Flag States and Classification Societies.

Refit Group members are experienced in working with flag states with superyacht registries and with leading classification societies and have good knowledge of the requirements.

Work performed will be based on experience of the art of repair and with high yachting grade standards.

Materials and equipment fit for purpose. Materials must be fit for purpose and where necessary of marine grade quality. Where required by Classification Society guidelines and regulations, all materials should be properly approved and bear required approval marks.

Supporting tests and certificates. Specific items such as main hull material and machinery, where required by Classification Societies, Owners' representatives or Naval Architects, are to have test certificates issued by the manufacturer and inspecting authority.

Where applicable, all original certificates are to be provided to the client.

Environmental Practices. While a yacht is in a member's facilities, owners may be certain that the delicate balance between strict environmental protection regulations and practical safe work is assured. Members adhere to sustainable work processes with the strictest waste and waste – water management and environment protection equipment to reduce the effects to soil, water and air. Our members work in accordance with ISO 14001 and OHSAS.

Security. All yards have secure land boundaries and access control, and 24 hour manned security. All personnel on site are subjected to security procedures.

Yacht crew accommodation and crew services. While a yacht is in a Refit Group member's yard accommodation for crew is either available on site or can be offered nearby. For large refits, office space for the owner's representative will be provided on request. The yard will give every assistance with devising any additional services that might be of benefit to the crew during this ashore period.

Use of best existing technologies. Our members commit to promoting the best existing technologies in their refit projects.

Compliance with the Sections of the Code dealing with Insurance, Warranty, Transparency, Customer Satisfaction and Environmental Practices is mandatory for all Yard Members of the ICOMIA Refit Group.

