



Annex B – Terms of Reference 2025

ToR for 2025

This forum is intended for Workboat Association members to be able to share safety information on near misses and incidents in an atmosphere of trust and confidentiality in order to improve safety in future operations. This is crucial to the success of the Forum, confidentiality must be maintained in order that participants can share information knowing that it will never be used against them.

This is a 'non-competition' industry meeting which is open and transparent and will not include any commercial discussions.

Identifying lessons learned and continually developing safer practices is the fundamental purpose of the group.

It is current trend that having a fixed Forum at Seawork every year would help raise awareness, demonstrate openness and allow open access; other such suitable venues could also be considered, the location should rotate around the UK to enable the fairest travel commitments and availability of attendees

The 2025 Forum structure was agreed at the 2024 AGM Safety Forum to be;

- *Four Safety Forums during the year.*
 - *Q1 – Online, February*
 - *Q2 – In person, SEAWORKS June 10-12.*
 - *Q3 – Online, early September*
 - *Q4 – In person at the AGM*
- *The 2025 Safety campaign agreed at the AGM: Avoiding Hand and Finger Injuries*

Attendees should take it in turns to present on incidents and near misses so that all participate and become accustomed to the philosophy of being able to be open about mistakes made or things that go wrong with all attendees being open to learning rather than being negatively critical.