GOMO Appendix 1-A

Document Style & Structure

Revision History

Revision Number	Date	Section	Changes
1	Aug 2025	All	Retitled from Appendix 1-B to Appendix 1-A

Contents

1   Style of this Document

The principles adopted in assembling this document are described below.

1.1   Structure

The structure of this document is based on the following principles:

1. Principal guidance should be included in the main body of the document.
2. General guidance relating to all operations, particularly that relating to the safe management of activities will be included in the early chapters of the document.
3. Where possible, the information included in the document should follow the flow of a typical voyage to and from an offshore facility.
4. Supporting information and / or procedures relating to specific operations will be included as Appendices.
5. To facilitate citing of references from this document a maximum of 3 paragraph hierarchy levels has been used wherever possible.

Lists are all numbered, with no bulleted points being included.

1.2   Numbering Conventions

1.2.1   Figures

Figures are assigned a numeric designation based on the sequence they appear in the relevant chapter, as follows:

NN - YY

Where:

NN   =   Chapter in which figure appears

YY   =   Figure number within the chapter

Thus:

Figure 2 - 1   =   First figure appearing in Chapter 2

Figure 2 - 2   =   Second figure appearing in Chapter 2

This convention has been adopted to enable figures to be subsequently added or removed with minimum disruption to numbering elsewhere in the document.

1.2.2   Appendices

Appendices are assigned an alpha-numeric designation as follows:

NN - AA - XX

Where:

NN - AA   =   Appendix Number as described above

XX   =   Figure number within the Appendix

Thus:

Figure 12 - A - 1   =   First figure appearing in Appendix 12 - A

Figure 12 - A - 2   =   Second figure in Appendix 12 - A

This convention has been adopted to enable figures to be subsequently added or removed with minimum disruption to numbering elsewhere in the document.

Figures included in Appendices are assigned the number of the Appendix followed.

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