

SCHEDULE 17

Intellectual Property Rights

Part 1: Authority Background IPR

No.	Category	Title	Description
1.	Authority Background IPR	Customer Audit Reports	Reports from Customer Audits and the actions out of them
2.	Authority Background IPR	Permits to Work	Permit to work processes and proformas
3.	Authority Background IPR	GFE Listing	Government Furnished assets

Part 2: Contractor Background IPR

No.	Category	Title	Description
1.	Contractor Background IPR	HAZID Logs Legacy vessels	HAZID
2.	Contractor Background IPR	Vessel Safety Cases Legacy vessels	Safety cases
3.	Contractor Background IPR	Affected Services Safety Cases created prior to 2025	Safety cases
4.	Contractor Background IPR	VOPs for Legacy Vessels	Vessel Operating procedures for pre 2025 procured vessels
5.	Contractor Background IPR	L2 SoWs and Rosters	Systems of work (T&Cs) for workforce groups and associated rostering arrangements
6.	Contractor Background IPR	Occupational health records	Personal records held by Serco
7.	Contractor Background IPR	Social contracts	TU Partnering agreements, e.g. MOD Manuals 9&11, OOP Manual
8.	Contractor Background IPR	AMOS records	Planned maintenance / Defect Reporting / Purchasing system
9.	Contractor Background IPR	FLEET records	Task Logging / Crew Documents
10.	Contractor Background IPR	Vessel 408 Trial Records	Output from the OPS 408 process
11.	Contractor Background IPR	STCW Training	Short course training materials
12.	Contractor Background IPR	VOPs for Legacy Vessels	Amendments to Vessel Operating procedures for pre 2025 procured vessels
13.	Contractor Background IPR	Mooring Manual	Serco Mooring Manual
14.	Contractor Background IPR	Training Certificates	Employees training status
15.	Contractor Background IPR	Vessel training records	Record of individuals vessel training actually completed
16.	Contractor Background IPR	vessel annual competency assessment records	Record of individuals vessel annual competency assessment
17.	Contractor Background IPR	DMS NG Integrated Management System	Local Operating Procedures and Forms

Part 3: Foreground IPR

No.	Category	Title	Description
1.	Foreground IPR	Tasking Process - Part 3 Additional Services	Schedule/Pricing/Sign off
2.	Foreground IPR	Joint Risk Register	Jointly held risks between the customer and Serco
3.	Foreground IPR	Amendments to HAZID Logs Legacy vessels	
4	Foreground IPR	Amendments to Affected Services Safety Cases created prior to 2025	Safety cases
5	Foreground IPR	Amendments to Legacy Vessel design drawings	Drawings of legacy vessels
6	Foreground IPR	Risk register	Local Risk Register
7	Foreground IPR	Master vessel fleet list	List of Serco vessels that support CPMS contract
8	Foreground IPR	Asbestos Reports	Vessel Asbestos surveys
9	Foreground IPR	Condition Surveys	Non-Class vessel condition survey reports
10	Foreground IPR	Stability Data	Approved vessel stability books
11	Foreground IPR	OEM Manuals, vessels and equipment procured by Serco post 2025	Manufacturers' owner and operator manuals
12	Foreground IPR	Stability Data	Approved vessel stability books
13	Foreground IPR	Correspondence with regulators	Regulatory and policy matters etc
14	Foreground IPR	Additional Task Pricing Booklet	Additional Services Pricing Booklet (Customer)
15	Foreground IPR	Local Partnering Team Minutes	Minutes
16	Foreground IPR	Executive Partnering Team Meeting Information	Minutes, Reports, Documents
17	Foreground IPR	Strategic Partnering Board	Minutes, Reports, Documents
18	Foreground IPR	Incident Reports	Reports and outcomes from incidents within the CPMS Contract
19	Foreground IPR	Masters Handover notes	Output from OPS 402 Ship Management Programme
20	Foreground IPR	Vessel Safety Committee Meetings	Output from OPS 402 Ship Management Programme
21	Foreground IPR	Vessel Ship Management meeting reports	Output from OPS 402 Ship Management Programme
22	Foreground IPR	Vessel Report Forms	Output from OPS 402 Ship Management Programme
23	Foreground IPR	Staff Hours of Work and Rest forms	Output from MHR 203
24	Foreground IPR	Vessel Log Books	Output from OPS 404 -Logbooks
25	Foreground IPR	HAZID Logs New vessels	Output from hazard identification
26	Foreground IPR	Vessel Safety Cases New vessels	Safety cases produced
27	Foreground IPR	Affected Services Safety Cases created from 2025 onwards	
28	Foreground IPR	START Vessel Certification	Class & Flag Certification

29	Foreground IPR	SEEMP	Ships Energy Efficiency Management Plans
30	Foreground IPR	BWMP	Ballast Water Management Plans
30	Foreground IPR	VOPs for post 2025 assets	Vessel Operating Procedures for post 2025 procured vessels
31	Foreground IPR	Permits to Work	Permit to work processes and proformas
32	Foreground IPR	L2 SoWs and Rosters	Systems of work (T&Cs) for workforce groups and associated rostering arrangements
33	Foreground IPR	ENG 1 Status	Status of ENG1 medical certification
34	Foreground IPR	Training Records and CoCs	Status of regulatory training and CoCs
35	Foreground IPR	Vessel Orientations MHR 202.2	Records of current and lapsed vessel orientations
36	Foreground IPR	Performance Monitoring Reports	Monthly Performance Reports to DMS
37	Foreground IPR	Marine Manager	Serco written programme to show vessel status
38	Foreground IPR	Marine Manager Reports	Reports based on Serco written programme to show vessel status
39	Foreground IPR	Year End Operational Report	Year overview presentation
40	Foreground IPR	Progress Report	Monthly report to DMS for month prior to PRM
41	Foreground IPR	Progress Report	Monthly report to customer on prior month contract progress
42	Foreground IPR	ACP statements	Ex Employees entitled to Annual Compensation Payments (pension adjustments due to redundancy)
43	Foreground IPR	Pensions Monthly report	Summary of changes in entitlement to PCSPS pensions
44	Foreground IPR	Marine Insurance - Loss Record	
45	Foreground IPR	Serco Engineering & Asset Management System (SEAMS) / EAM	SEAMS/EAM - Configuration Activity
46	Foreground IPR	Serco Engineering & Asset Management System (SEAMS) / EAM	The software developed for the purposes of administering, recording and capturing the information and data relating to the activities the Contractor is required to complete under the Contract.

Part 4: Third Party IPR

No.	Category	Title	Description
1.	Third Party IPR	Legacy Vessel Design drawings	Drawings of legacy vessels
2.	Third Party IPR	OEM Manuals, legacy vessels or equipment	Manufacturers' owner and operator manuals
3.	Third Party IPR	Legacy Stability Data	Approved vessel stability books
4	Third Party IPR	SQL Builder Reports	Specific report built according to queries to Fleet/ AMOS
5	Third Party IPR	External Audit Reports	Reports from External Audits and the actions out of them
6	Third Party IPR	Marine Insurance	Two yearly Marine Insurance Statement
7	Third Party IPR	Leases	Leases, third party property
8	Third Party IPR	Charts	Navigational charts
9	Third Party IPR	Publications	Nautical Publications

10	Third Party IPR	SQL Builder	Specific report builder to query Fleet/ AMOS/ eam
11	Third Party IPR	Waste Transfer Notes and Consignment Notes	Proformas and records kept for XX time period as required
12	Third Party IPR	Serco Engineering & Asset Management System (SEAMS) / EAM	SEAMS/EAM - Microsoft IBM System
15	Third Party IPR	Serco Engineering & Asset Management System (SEAMS) / EAM	SEAMS/EAM - SAP System
16	Third Party IPR	Serco Engineering & Asset Management System (SEAMS) / EAM	SEAMS/EAM - Time to Work System
17	Third Party IPR	Serco Engineering & Asset Management System (SEAMS) / EAM	SEAMS/EAM - LMS (Learning Management System)