**QUARTERLY WORK PLAN SUMMARY**

**This work plan summary is to be completed and submitted to the ship management team for review one quarter before the first job is to commence. i.e. if submitted at end March, jobs commence end June.**

**To be submitted FOR REVIEW by END MARCH, JUNE, SEPTEMBER and DECEMBER (with supporting M91’s)**

**To be submitted FOR VERIFICATION** **SIX MONTHS AFTER INITIAL SUBMISSION (or as indicated below)**

**ONLY ONE FORM TO BE SUBMITTED PER VESSEL**

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| **VESSEL** |  |

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| **WORK OVERVIEW** | | | |
| **JOB No.** | **TITLE** | **PLAN START** | **COMPLETED**  **(INITIAL)** |
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**1A: Submitted for review by Ship Management Team**

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| ⃝ Master  ⃝ Chief Engineer |  |  |
|  | **Name & Signature** | **Date** |

**1B: Reviewed and accepted (with amendments if applicable) by Ship Management Team**

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|  |  |  |
| **Position** | **Name & Signature** | **Date** |
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| **TO BE SUBMITTED FOR VERIFICATION BY END:** | |  |

**2: Submitted for verification by Ship Management Team**

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| ⃝ Master  ⃝ Chief Engineer |  |  |
|  | **Name & Signature** | **Date** |