



OCEAN ECOLOGY

A DNV COMPANY

Quality Policy Statement

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Statement V07



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Updates

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Back	Branding updated	Back
All	Inclusion of Shoreline Surveys Ltd	All
	Field Operations amended by AK	1
	Laboratory processing and analysis amended by MR	2
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This document outlines the Quality Policy for Ocean Ecology Ltd and all wholly owned subsidiaries.



Quality Management Policy Statement

Ocean Ecology aims for its Quality Management System (QMS) to conform to ISO 9001 standards where possible in order to consistently provide services and outputs that meet client and statutory requirements whilst enhancing client satisfaction through continual improvement and assurance of conformity to these requirements. Ocean Ecology are also a leading participant in the North East Atlantic Marine Biological Analytical Quality Control Scheme (NMBAQC).

Project Management and Delivery

- Ocean Ecology's management structure ensures a Project Manager is appointed for each project enabling delegation of tasks to be tailored to meet the requirements of the specific client and specific projects. This is managed through the use of project management systems allowing Ocean Ecology to remain up to date on project progress ensuring deadlines are carefully monitored and realistic timeframes are adhered to. Ocean Ecology can therefore effectively monitor the progress of projects and be aware of percentage completion of different stages and when projects are finalised and completed. Sign off on completion of all processes ranging from survey design, mobilisation, analysis and report writing is carried out to ensure quality is maintained and to aid the project management process.

Field Operations

Ocean Ecology ensures that all personnel involved in field operations are suitably qualified, experienced, and trained to perform their roles safely and effectively. Staff hold relevant academic qualifications (MSc or BSc) or demonstrate equivalent field experience, and maintain all required safety and medical certifications appropriate to their role.

Marine Mammal Observers (MMOs) and Passive Acoustic Monitoring (PAM) operators receive formal training through recognised courses and comprehensive in-house and external programmes to ensure competency in mitigation and monitoring activities.

All MMO and PAM operations are conducted in accordance with the project-specific Marine Mammal Mitigation Plan (MMMP), applicable disturbance licence conditions, client requirements, and relevant marine mammal mitigation guidelines and regulations worldwide, including recognised frameworks such as JNCC (UK), ACCOBAMS (Mediterranean and Black Sea), and BOEM/BSEE (Gulf of Mexico).

Positional accuracy, sample collection, and survey data are managed through established verification and record-keeping protocols to ensure integrity, traceability, and compliance. Standardised procedures and log systems are applied across all survey methods, including grab sampling, underwater camera deployments, water sampling, intertidal walkovers, and fisheries sampling. All samples and associated data are verified at the point of collection, maintained with a complete audit trail, and securely transferred to Ocean Ecology premises for storage and analysis.

Laboratory Processing and Analysis

- All of Ocean Ecology's samples are, as a matter of course, subject to a level of quality assurance relating to the experience of the analyser involved in processing the sample whilst all sieving, sorting and identification follow National Marine Biological Analytical Quality Control (NMBAQC) Scheme guidelines. OEL continues to participate in the NMBAQC ring test scheme, wherein all staff responsible for identification tasks participate. OEL also participates in the own sample submission element of the scheme wherein samples from in-house projects are submitted for external QC.
- Following receipt, samples are carefully checked against any ancillary field notes/delivery receipts before commencement of processing, each sample is then logged into ABACUS (OELs cloud based ecological data storage).
- Sieved and sorted residues are re-checked and a full record of any remaining fauna is stored on ABACUS. All biota identifications are quality controlled by a senior staff member, with records of any corrections stored in ABACUS.
- Each stage of sample processing is logged as complete on ABACUS once finished with a staff name and time spent allocated for full traceability. Sample processing times are monitored weekly against the targets set at the time of tendering and various procedures put in place if projected finish times are delayed.
- All data entry from taxon sheets into Excel spreadsheets and/or databases is checked to irradiate transcription errors. Where data is imported, this is also checked to ensure no problems have occurred. All data are stored in a unified format and can be easily interrogated and exported to other packages for statistical analysis.
- All particle size distribution analysis is undertaken in-house at either OEL's Gloucester or Oban Laboratories in line with NMBAQC guidelines. Both laboratories utilise the same Beckman Coulter LS 13 320 for laser diffraction and follow the same working processes. Both machines are serviced annually by a Meritics engineer.
- Both PSD labs run a reference sample each month to compare data to previous known results, and OEL continues to participate in both NMBAQC ring tests for PSD and own sample submissions for external QC.

Data Analysis and Reporting

- Ocean Ecology ecologists use a variety of software including ArcGIS, PRIMER v7, R and RStudio and Microsoft Office suite during data analysis and reporting. All stages of mapping and data analysis are checked and re-analysed if any errors are identified.
- All reports undergo a thorough quality control process where the Head of Consultancy reviews the report first to check all technical aspects of data analysis and report writing. The Head of Projects reviews the report second to ensure that all projects' requirements are met, and deliverables prepared accordingly to industry standards and client's specifications. Finally, the Managing Director reviews, approves and signs off the report before being delivered to the client to irradiate errors..



Ross Griffin

Group Managing Director

4th November 2025



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