

**ANNUAL PROGRESS REPORT ON 2016 WORK PLAN ACTIVITIES**

**MEMORANDUM OF UNDERSTANDING**

**CANADA-NOVA SCOTIA OFFSHORE PETROLEUM BOARD**

**AND**

**CANADIAN COAST GUARD**

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Introduction

The Canadian Coast Guard (CCG) and the Canada-Nova Scotia Offshore Petroleum Board (CNSOPB) (hereafter the "Participants") have established an MOU within which is specified a requirement to establish an annual work plan. The purpose of this Annual Progress Report is to provide an update on the status of activities that were identified in the CNSOPB/CCG MOU 2016 Work Plan. The status of each project in the 2016 work plan is included below.

**Project 1 – Joint Priority Setting, Planning and Coordination**

Project Description:

To achieve the objectives of the MOU, the Participants will meet at least annually to identify anticipated expectations for assistance and expertise and identify resources for each associated project.

Deliverables:

- Discussion of anticipated expectations for assistance and expertise and estimate resource requirements.
- Development of 2016 and 2017 Work Plans.
- Participants to identify project leads from each organization.

Timing: 2016 Work Plan: Q2 2016, 2017 Work Plan: Q4 2016

Project Team Leaders:

Carl Makrides (CNSOPB)  
Dena Murphy (CNSOPB)  
David Yard (CCG)

Project Team Resources:

Eric Theriault (CNSOPB)  
Robert Normore (CNSOPB)  
Coast Guard staff

**Status: Complete**

The Participants achieved most of the deliverables identified for this project. The 2017 Work Plan will be finalized in Q1 2017.

**Project 2 – Training and Exercise Opportunities**

**Project Description:**

Participants will meet at least annually to discuss training and exercise opportunities.

**Deliverables:**

- Participants will meet to discuss training and exercise opportunities.

**Timing:** Q2 2016

**Project Team Leaders:**

Carl Makrides (CNSOPB)

Dena Murphy (CNSOPB)

David Yard (CCG)

**Project Team Resources:**

Eric Theriault (CNSOPB)

Robert Normore (CNSOPB)

Coast Guard staff

**Status: Complete**

The Participants achieved all deliverables identified for this project.

**Project 3 - Reporting on Progress**

**Project Description:**

CNSOPB and CCG staff will keep the MOU signatories advised of the status of projects. An annual report will be finalized by December 31, 2016 on the year's progress.

**Deliverables:**

- 2016 Annual Progress Report

**Timing:** Annual Progress Report by December 31, 2016

**Project Team Leaders:**

Carl Makrides (CNSOPB)

David Yard (CCG)

**Status: Pending**

The 2016 Annual Progress Report will be finalized in Q1 2017.

**Approvals:**

Whereas the parties have signed this Work Plan on the dates indicated below.

for: **Canada-Nova Scotia Offshore Petroleum Board**

  
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Mr. Stuart Pinks  
Chief Executive Officer

4 July, 2017  
Date

for: **Canadian Coast Guard**

  
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Mr. E. Wade Spurrell  
Assistant Commissioner – Atlantic Region

4/July/2017  
Date