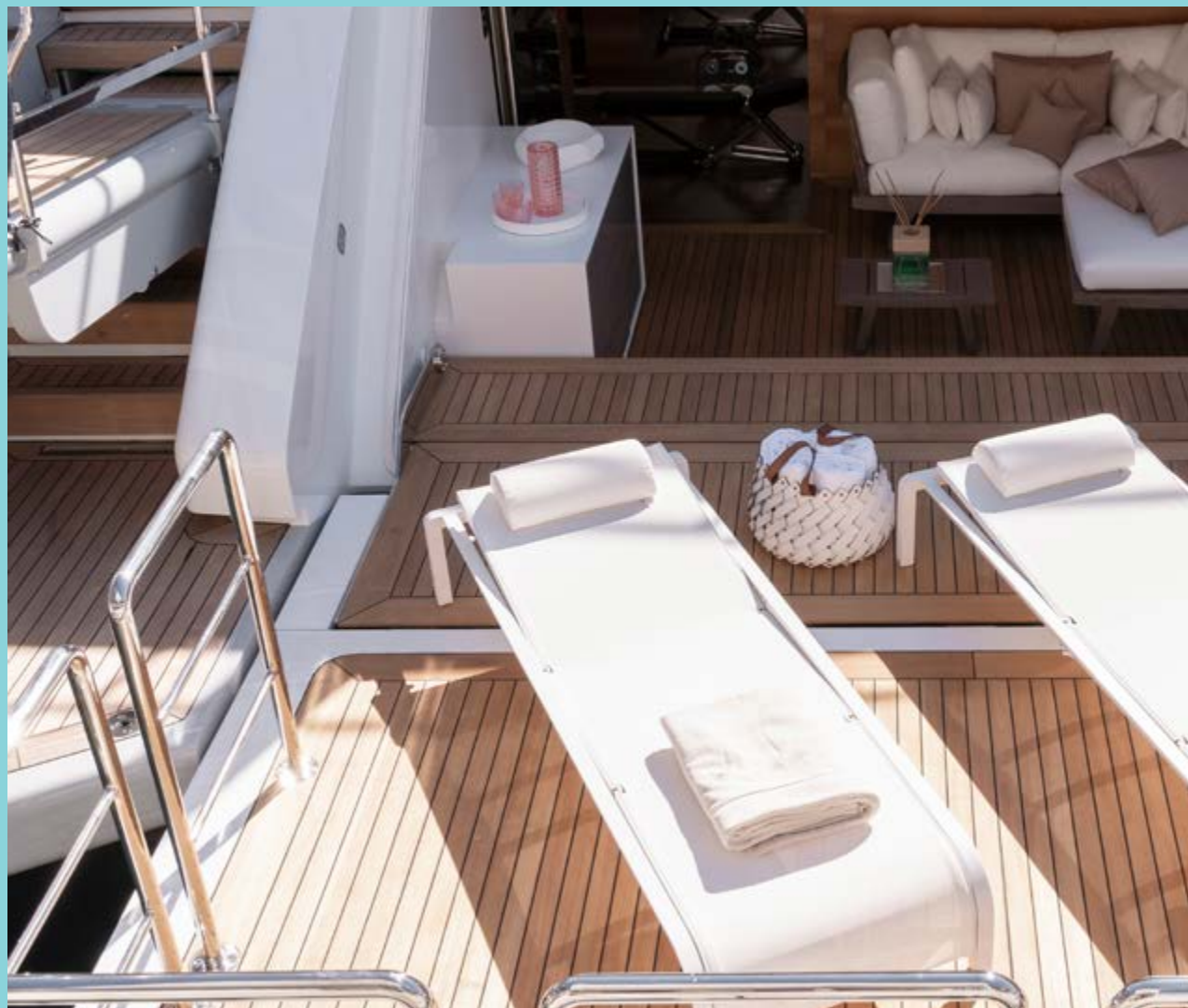




YACHT MANAGEMENT

Please find enclosed a guide to our complete YACHT MANAGEMENT programme and other services within SOVREN.Group



S
SOVREN

A world of yacht services



ABOUT US

INTRODUCING SOVREN

SOVREN offers a wide range of services. The company excels in yacht management, retail charter and charter management. Our expertise also extends to yacht crew recruitment, seasonal crew employment and crew payroll. Furthermore, we are adept at overseeing yacht new builds and refits

SOVREN was founded and is wholly owned by, Stephen White. The company is based in Andorra, with representatives in Barcelona, Palma de Mallorca, Antibes, Monaco and Fort Lauderdale.

FOUNDER AND CEO

STEPHEN WHITE

Stephen White, founder and CEO of SOVREN.Group has experience spanning 34 years in the superyacht industry, from yacht crew to onshore expertise, with a strong pedigree in new build and yacht management.

Stephen is recognised as one of the leading entrepreneurs in the industry. Born in the UK, during his founding years within the yachting industry, Stephen progressed quickly and became one of the youngest and most successful superyacht captains, commanding the renowned jet yacht CHAMAR (now BAD GIRL) for 17 years. Known in yachting circles for his strong business sense and dedication to delivering a new standard of excellence, Stephen's involvement in yacht management lead him to recognise how rapidly the industry was changing both technologically and operationally, with new requirements and interests as well as higher expectations from the new generation of superyacht owners.





M/Y BAD GIRL (EX CHAMAR)



Andrew Ferguson

Andrew is an experienced officer with over a decade of experience on yachts from 40m to 115m. Andrew is highly qualified and a diligent hands-on manager with a proactive style. With safety and security as specialisms, Andrew manages a team of professionals, including, but not limited to, the core team of personnel mentioned here.

In addition Andrew has a Diploma in Superyacht Management accredited by University of Portsmouth and is a trained Designated Person Ashore, Company Security Officer, Class Surveyor, Lead Auditor in ISM, ISPS, MLC & Lead Auditor of ISO Quality Management Systems (9001), Environmental Management Systems (14001) and Occupational Health and Safety Management Systems (45001)

[View Andrew's certificates here](#)



SOVREN's yacht management team discreetly manages a number of yachts, maintaining the confidence and privacy of high-profile yacht owners. Our management experience is for yachts from 30m to 115m, many of which have been under SOVREN's care for over a decade.

SOVREN SERVICES

FULL OPERATIONAL MANAGEMENT

ISM & SAFETY MANAGEMENT

CYBER SECURITY OPERATIONAL SERVICE

CREW RECRUITMENT

CREW MANAGEMENT & PAYROLL

CHARTER MANAGEMENT

ADVANTAGE PROGRAMME



SOVREN



OPERATIONAL MANAGEMENT

Our yacht management service is designed for both commercial and private operations and includes a custom created element for each yacht. Indeed, any yacht represented by SOVREN will attain all of the voluntary and statutory certificates.

FULL OPERATIONAL MANAGEMENT SERVICES INCLUDES:

- Shoreside support in day-to-day operations
- Financial management
- Technical management
- Scheduled maintenance programmes at selected shipyards worldwide
- Finding the best dockage worldwide
- Sourcing and assessing competitive rates for insurance and bunkering



Our experienced yacht operation managers have developed a quality management system based on real-life operations. Using the resources of the entire SOVREN Group also brings additional advantages not normally associated with management divisions of large brokerage companies.

SHORESIDE SUPPORT

Our wide and far reaching network of representatives is well placed to provide technical shoreside assistance and operational management support as required by the Captain.

SHORESIDE SUPPORT SERVICES INCLUDES:

- Day to day operational support for the Captain and crew covering all requirements of onboard operation
- International shore-based communications
- Logistical support - advance planning for berths, dockage and fuel, securing competitive rates
- Assistance with current systems and operational requirements
- Assistance with proposed general areas of vessel operations
- Yard and sub-contractor referral(s)
- Consultant for preventative maintenance planning
- Consultant for defect listing and management
- Consultant for the implementation of the planned maintenance management system

FULL OPERATIONAL MANAGEMENT

FINANCIAL MANAGEMENT

Throughout the services we provide, our financial management service notably makes life easier for the yacht owner and their crew.

Working within an agreed financial budget, providing a dedicated offshore bank (including credit cards) for the yacht, in addition to a completely transparent 'real-time' software for accounting, we oversee all expenditure for each requirement of the yacht and its upkeep. The yacht owner and captain is provided with full accounting via a complete portfolio of periodic reports - monthly, quarterly and annually - and we reconcile all bank statements and credit card statements to ensure a compliant overview between actual expenses and budgeted figures, with detailed reports on any and all variances.

This rock-solid approach combined with complete transparency, and single point responsibility, provides owners with peace of mind and ensures that their yacht and crew are operating efficiency.



FULL OPERATIONAL MANAGEMENT

TECHNICAL MANAGEMENT

In the technical and maintenance arena, the diverse backgrounds and practical experience of our team provides a wealth of knowledge and expertise. Through onboard visits and working closely with the Captain in the selection and monitoring of suppliers, contractors and shipyards in any given location, our team will make a valuable contribution to managing maintenance and repair work to meet budgets and cruising itinerary demands.

With a solid background in new build project management, our SOVREN team will monitor all works carried out in the shipyard and will ensure quality and safety standards are met. All costs are reviewed in detail with clear and transparent reports of expenses, presented to the owner throughout the project.

The operations team will conduct a periodic review of vessel upkeep, planned maintenance schedules and other issues affecting safety and vessel operation, providing a written and accountable report of vessel status.

The SOVREN team is also qualified to assist the captain and yacht owner with yacht registration and classification, including changing the status of a yacht from private to commercial use.



ISM AND SAFETY MANAGEMENT

We provide the yacht with a personalised and complete International Safety Management System (ISM), including the maintenance of the Safety Management System (SMS) and operational procedures. The customisation of all the required supporting documentation for the yacht to include but not limited to the following:

- Master - Yacht Operational Standing Orders
- Master - Bridge Standing Orders
- Bridge Operational Handbook
- Chief Engineer - Standing Orders
- Onboard Maintenance routines & schedules for all of the existing plant and equipment
- Ship Operational Manual (SOM)
- SOLAS Manual
- Lifting Gear Register
- Emergency Procedures Manual including a towing booklet, collision, stranding and grounding plan, and emergency recovery of persons from the water
- Garbage Management Plan
- Yacht Stowage Plan (Deck, Interior & Engine room)
- SOPEP Plan
- RYA approved PWC Manual as required
- Consultant for defect listing and management
- Consultant for the implementation of the planned maintenance management system

SOVREN SERVICES FOR YACHTS OVER 500GRT

ISM, ISPS AND SECURITY MANAGEMENT

THE ISM SERVICE INCLUDES BUT IS NOT LIMITED TO:

- Designated Person Ashore (DPA)
- Safety management manual, documentation, implementation and maintenance
- Crew training
- ISM auditor
- Assistance with external audits

The International Ship and Port Facility Security Code (ISPS) aims to enhance the protection of ships against theft, unauthorised boarding and the security of crew and passengers.

OUR SERVICE INCLUDES, BUT IS NOT LIMITED TO:

- Company Security Officer
- Ship Security Assessment and Plan
- Liaison with flag state for plan approval
- Ship Security Officer and crew training
- Implementation and monitoring of the system onboard by internal audits
- Assistance with external audits

SOVREN SERVICES FOR YACHTS OVER 500GRT

CYBER SECURITY OPERATIONAL SERVICE

The security of the owner, guests and crew onboard your yacht is of paramount importance; this is extended to include cyber security. We encourage the authorisation to run a technical penetration test to identify vulnerabilities and enable an accurate proposal of costs appropriate to the specific requirements and level of security required onboard. The service can then include, but is not limited to the following:

- Cyber security policy
- Risk assessment
- Standard operating procedures
- Standard emergency procedures
- Standard maintenance procedures
- Auditing and review procedures
- Incident reporting and equipment defects
- Incidence response plan

This is a service we subcontract for your benefit, ensuring the most accomplished specialists are working to protect the yacht.

CREW RECRUITMENT

Selecting the right captain and crew is paramount to your experience onboard. SOVREN Crew has over two decades of experience in yacht crew recruitment and one of the most active and quality databases in yachting.

During 2020, substantial planning and investment went into a technologically advanced search system providing an industry-progressive facility of instantaneous results of the finest calibre crew. This commitment to innovation was further realised in 2023 with a major update that seamlessly integrated cutting-edge AI capabilities.

Our unique app is designed by yacht captains for yacht captains.

It simplifies recruitment, putting efficiency right in your hand.

- Streamlined design for ease of use.
- One-click access to CVs, custom landing pages, and video CVs.
- View full crew profiles directly in your yacht account.
- Our advanced search brings you the best-fit candidates.
- Easily review, shortlist, reject or hire with just a click.



CREW RECRUITMENT OPTIONS

Our innovative options - Crew on Demand (COD), COD**Plus**, and COD**Pro** - are designed with you in mind. Whether you prefer the traditional approach or the convenience of automation, we have the right solution for you. Each service can be accessed via desktop or through our specially designed app, providing you with the flexibility and convenience you deserve.

CREW ON DEMAND (COD)

Traditional Recruitment Re-imagined. Our expert recruiters hand-pick candidates that are best suited for your yacht, delivering them straight to you for approval.

CREW ON DEMAND (COD)**PLUS**

The Perfect Blend of Automation and Expertise. As a HOD, you gain the freedom to review, analyse, shortlist or reject candidates before involving the recruiter, streamlining your hiring process.

CREW ON DEMAND (COD)**PRO**

Your Ultimate Yacht Crew Recruitment Solution. Leverage the convenience of our user-friendly app, connecting directly with you, for quick, hassle-free results. Experience the future of yacht crew recruitment today.

We recognise that placing crew is so much more than matching a CV to a job vacancy; it embraces a two-way process between client and candidate. The filter and selection process can include head-hunting the candidates who exactly fit the requirements of the yacht and that client. Understanding the unique pressures of the industry, we are driving forward a new level of professionalism.

SOVREN CREW

CREW PAYROLL

Our crew payroll system is one of the most complete available in the marketplace today. We offer a number of different services and for ease it can be summarised into the following:

SOVREN CREW HOLDINGS ICC (INCORPORATED CELL COMPANY)

SOVREN owns and operates its own incorporated cell companies providing flexible crew employment options. Our ICCs are based in various jurisdictions worldwide to suit the needs of each individual client.

In addition, we have developed a special 'incorporated cell' (IC) called 'Sovren Seasonal Solutions IC' and with this service the setup costs and any associated annual costs and monthly fees, are waived and the service is included in our management programme.

MONTHLY CREW PAYROLL

Our payroll office will prepare the monthly salaries, send transfers and update the status of outstanding holidays owed to crew. The office team prepares a comprehensive spreadsheet with salary calculations and provides each crew member with an approved salary payment slip.

CREW ADMINISTRATION

CREW TRAVEL ARRANGEMENTS - ASSISTANCE WITH VISAS AND REPATRIATION

Our team will take care of crew travel arrangements, assist with visa applications/extensions and will ensure safe repatriation for each crew member when they leave the yacht.

DEALING WITH CREW ISSUES

We will assist and liaise with the captain on employment disputes if and when they arise, in addition to our expert assistance with any crew medical insurance claims. The team will ensure the yacht owner and the captain are advised on any MLC requirement, complaint or grievance raised.

CREW ENGAGEMENT AND DOCUMENTATION

Our team ensures that every crew member is provided with the necessary certificates to be accepted for a particular position onboard, and is employed in a legitimate structure in compliance with local and international legislation.

We take care of all documentation related to crew employment. We draft the employment contract for each new crew member and make necessary arrangements when a crew member leaves the yacht.

CREW CERTIFICATES, ENDORSEMENTS & TRAINING

We receive, process, verify and securely store all crew certificates and next of kin information. Our team will ensure that all crew, whose position is identified on the Safe Manning Documents, apply for and achieve the relevant flag endorsements.



AN INTRODUCTION TO

INTERNATIONAL YACHT REGISTER

International Yacht Register (IYR) is a separate company within SOVREN.group and represents the charter division of the groups' services. IYR was founded in 2009 to charter manage the iconic 81m DeVries Feadship AIR following our comprehensive involvement in the purchase, design and build of the yacht, which, in turn, established SOVREN Yacht Management.

The IYR team is boutique, experienced and operational from key yachting locations including the south of France, Barcelona, Palma and Fort Lauderdale. As the team built upon its charter management expertise, our activity of retail charter also grew and IYR is now a well-respected retail charter broker with a worldwide network.

We take great care when selecting the yachts we represent: managing yachts of interest, from 30m+ with worldwide itineraries.

Our team works with all major charter organisations including MYBA (Mediterranean Yacht Brokers Association), CYBA (Charter Yacht Brokers Association), IYBA (International Yacht Brokers Association) as well as independent brokers and agents where we maintain excellent and longstanding relationships.

INTERNATIONAL YACHT REGISTER

CHARTER MANAGEMENT

We choose our Central Agency yachts very carefully to maintain a special interest fleet. Our service is bespoke and tailored to the specific requirements of each yacht owner.

IYR acts as the gate keeper, safeguarding the interests of the yacht owner and the crew onboard, by carrying out detailed checks and references on all potential charter clients.

The yacht's charter activity will be well promoted through our dedicated website, social media platforms, our client list and through the carefully chosen collaborations we share with other like-minded companies serving a discerning clientele.

The yacht will have its own dedicated landing page, brochures and profile.

Our team is well versed in the intricacies of corporate ownership and with expertise with all flag states and cruising grounds worldwide, the yacht owner and crew can be assured of smooth operation and welcome guests onboard.

Our Central Agency fees are competitive, alternatively, yacht owners are encouraged to consider the SOVREN ADVANTAGE programme.

For more information about our Charter Management approach please contact the team directly at charter@iyr.net

SOVREN

ADVANTAGE PROGRAMME

Yacht owners choosing our Advantage Programme are assured of fixed costs for retaining our services, with no additional commissions.

A fixed monthly fee will cover the entire package of services, excluding cyber security where we work with a third-party specialist in this rapidly changing and demanding discipline.

The yacht management team provides the continuity behind the scenes and is the constant element providing service and support for operational activity. Using the SOVREN ADVANTAGE package is the surety behind all elements of yachting.





