



Certificate of Achievement

**Successful completion of
GUEST Yacht Owners Representative – Specialist Project, Legal & Administrations
Unit 43**

IAMI Reference: Unit 43 | Yacht Owners Representative

Full name of Candidate: Selahattin Kurt

Assessment Date: 23rd April 2025

Certificate Number: 7508



The main knowledge and skills completed within this GUEST unit include:

Topic 1: Technical Documentation, Operating, & Accounting Systems, & Reporting

Understands how to meticulously organise, control & structure record keeping processes throughout all phases of the Project Inc. documents, meetings, discussions & changes.

Understands the differences between the documentation requirements of Production Vessels & Custom Vessels, & the importance of timing Documentation deliverables.

Understands the importance & relevancy of recording information & the impact on Shipyard & Owner teams for Contracts, Design, Production, Operations & Warranty.

Understands the arrangement of onboard technical documentation & the ongoing management & accounting systems.

Understands the Owners Team Project Cost & Accounting, & the Owner Reporting Processes

Topic 2: Legal, Contracts, & Dispute Resolution

Understands how to interpret context, the terminology used, & the references within the various Contracts & Agreements.

Understands the legal implications & the impacts of the various Contracts & Agreements.

Understands the obligations & responsibilities within the Owner & Owner Representative Contract.

Name of Training Provider: The Crew Academy

Training Provider Principal Signature:



GUEST Director Signature:





Certificate of Achievement

Successful completion of GUEST Yacht Owners Representative – Management & Compliance Obligations Unit 42

IAMI Reference: Unit 42 | Yacht Owners Representative

Full name of Candidate: Selahattin Kurt

Assessment Date: 23rd April 2025

Certificate Number: 7509



The main knowledge and skills completed within this GUEST unit include:

Topic 1: Building the Owners Team & Surveying.

Understands the needs & budgets to identifying & organising an Owners Build Project Team, with the relevant specialists, to ensure, understand & meet the Owner expectations.

Understands the requirements for Project Surveying & Risk Assessment, inc. the surveying experience & required time.

Understands the decision making process, schedules, procurement & budgets for the interior designer.

Topic 2: Project Planning Management, Owners Decisions, & Change Orders.

Understands how to interpret Shipyard planning & schedules, the management of workflows in line with planning schedules, & coordination & the contracting of orders & delivery of Items required by the Shipyard.

Understands the importance & impact on planning schedules from Owners decisions inc. change orders.

Understands how to raise, manage & coordinate change orders & variations, & how to manage the milestones & payment schedules.

Topic 3: Sub-Project Management of Owners Supplied Items, Crew Recruitment & Operational Preparations.

Understands the management for coordinating, procurement & purchasing of items identified in the initial contract, including management of Owners supplied items & orders, the associated budgets & delivery timelines.

Understands the administrations & operational preparations & set up for Shipyard departure, including Crew Recruitment & employment responsibilities, & key crew employment during procurement & the set up phases.

Topic 4: Delivery, Commissioning & Warranty.

Understands the protocol & critical stages of the delivery process & the phases of Commissioning & meeting the set targets.

Understands the processes & preparations for Sea Trials.

Understands the Acceptance Documents, & the contractual & legal aspects of the Warranty, inc. outstanding issues & ongoing warranty periods.

Topic 5: Public Image, Confidentiality & dealing with Media & Publicity.

Understands how to manage public image & follow Owner expectations & confidentiality clauses of the New Built Project.

Understands media outlets, resources & practices, & how to manage the media & publicity during the project.

Name of Training Provider: The Crew Academy

Training Provider Principal Signature:

GUEST Director Signature:





Certificate of Achievement

Successful completion of
GUEST Yacht Owners Representative – Foundations of a New Build Project
Unit 41

IAMI Reference: Unit 41 | Yacht Owners Representative

Full name of Candidate: Selahattin Kurt

Assessment Date: 23rd April 2025

Certificate Number: 7510



The main knowledge and skills completed within this GUEST unit include:

Topic 1: Organization of Shipyards & Sub-Contractors.

Understands the variants & differences between Shipyard organisation models & how they are structured

Understands the variants between Shipyard project management arrangements & considerations

Understands the variants & differences between Shipyard sub-contractor's collaboration models

Understands the variants & differences between Shipyard costs & pricing arrangements

Understands the variants & differences of the risks, responsibilities & rules between Shipyards

Topic 2: Builders Specifications, General Arrangement Plans, Shipyard Standards & Statutory knowledge.

Understands the process for starting a New Build Project, the production guidelines & phases.

Understands the types, purpose, interpretation, considerations & development process of the General Arrangement Plan & Specification requirements; inc. relevant Shipyard Building Standards.

Understands the Shipyards previous new build experience, building standards, & application

Understands the risks & conflicts for inclusion of a Reference Vessel in a contract.

Understands the new build legal frameworks, regulators, stakeholders & the relevancy & consequences for owners.

Topic 3: Concept Design, Engineering & Construction Processes.

Understands build types, terminology & technical know-how, with an overview of what is involved within each arrangement.

Understands the principal processes relating to each phase of a new build & specialized build

Understands the milestones & critical points of each process for planning, production & certification

Name of Training Provider: The Crew Academy

Training Provider Principal Signature:



GUEST Director Signature:

