



Northern Territory Aquarium Fish Collectors

Diving Guidelines

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INTRODUCTION

The Northern Territory Aquarium Committee has, developed these diving guidelines for use by industry in accordance with the framework of the Work Health Act Work Health (Occupational Health and Safety Regulations – Part 12 Specific Work processes Division 8) and relevant Australian Standards including As / NZS 22999.1:2007 and supplements.

These guidelines provide guidance in the occupational health and safety responsibilities of licence holders, skippers, divers, crew and dive tenders as well as safe working practices for diving and associated activities.

Representatives from the aquarium fish collectors industry were involved in the development of these guidelines and their commitment to the task ensured the development of practical solutions to safety and health issues.

SCOPE

These guidelines have application to every licence holder, skipper, diver, crew and dive tender in the aquarium fish collectors industry.

The purpose of this Industry Code of Practice is to give practical application about ways of managing exposure to risk whilst conducting occupational diving work in the aquarium fish collectors industry,

OVERVIEW

The Work Health Act (14 December 2005) and Work Health (Occupational Health and Safety Regulations – Part 12 Specific Work processes Division 8) places obligations on people at workplaces to ensure workplace health and safety. Workplace health and safety is ensured when people are free from risk of death, injury or illness created by workplaces, workplace activities or specified high risk plant.

For industry people to meet their workplace health and safety obligations in Regulations and Codes of Practice they must follow the Regulation and follow this Code of Practice or adopt and follow another method that gives the same risk minimization strategies.

GENERAL PROCEDURES

The Work Health Act 2005 aims to promote health and safety in the Territory and to prevent workplace injuries and diseases. This includes the following categories:

- employers - means by a person by or for whom a worker is engaged
- workers a natural person who, under a contract or agreement of any kind (whether expressed or implied, oral or in writing or under a law of the Territory or not), performs work or a service of any kind for another person

The occupational diving covered in this code is where a person conducting a business or undertaking, including an employer or self employed person, conducts occupational diving as part of his or her undertaking.

Persons conducting a business or undertaking, employers and self-employed persons will from here on be collectively referred to as persons conducting a business or undertaking.

LIABILITY FOR USE

The information in these guidelines is given in good faith and is based on the knowledge and expertise of those who contributed to the document in their field of expertise.

The Northern Territory Aquarium Committee shall not be liable for any loss, damages or other claim in respect of or arising from any death of or injury to or damage to property of any person which may occur while any person conducts any diving activities while using these guidelines.

These industry diving guidelines are not a complete technical guide for diving operations however should be used as a guide for developing company procedures.

These industry diving guidelines are designed to assist in the process of understanding the responsibilities of licence holders, skippers, divers, crew and dive tenders with regard to occupational safety and health.

INDUSTRY TERMINOLOGY

“AS/NZS 2299.1:2007” This is the Australian Standard AS/NZ 2299.1:2007 for Occupational Diving Operations Part 1: Standard Operational Practice.

“bottom time” The time between a diver leaving the surface at the start of a dive and starting the final ascent elapsed time from when the diver leaves the surface at the start of a dive and starting the final ascent.

“breathing gas” The compressed gas intended for respiration by the diver.

“compression chamber” a surface chamber in which persons may be subjected to pressures equivalent to or greater than those experienced when under water, or under conditions which simulate those experienced on an actual dive.

“crew member” A person responsible for assisting the diver before, during and after the diver is in the water.

“current medical fitness” to dive shall be in accordance with AS/NZS 2299 Supplement 1:2007(Appendix to this document) and conducted by an approved dive medical practitioner

“decompression illness” A generic term for acute illness resulting when pathological consequences arise from decompression. This term covers the condition known as decompression sickness (also known as “the bends”) and arterial gas embolism, but does not include barotraumas of ascent.

“dive plan” A procedure specific to a given diving operation.

“dive site” Means the underwater location where work is performed and any surface zone used to tend or assist the diver.

“dive time” The time between a diver leaving the surface at the start of a dive and surfacing at the end of the dive

“diver” A person who performs diving work underwater or is exposed to pressure in association with diving work.

“diver” The diver involved in the day to day operations

“hazard” In relation to a person, means anything that may result in injury to the person or harm to the health of the person.

“head diver” Diver in control of day to day diving operations.

“higher risk diving profiles” includes decompression stop diving, multiple ascents, dives below 30m; and decompression using other gases other than air

“hookah” A widely used term for a limited feature form of surface supply diving apparatus usually involving the supply of breathing air from a small compressor unit via a free floating air supply hose to a mouth held demand breathing gas supply device.

“licence holder” The person holding the licence for the aquarium fish collectors (may be the skipper or the diver)

“quick release mechanism” a readily operated mechanism that enables the immediate release (e.g. of diver's equipment) from the secured position by a single operation of one hand, but which is designed to minimise accidental release.

“recompression chamber” see “compression chamber”.

“risk” In relation to any injury or harm, means the probability of that injury or harm occurring.

“self-contained underwater breathing apparatus (SCUBA)” open circuit diving equipment that supplies the diver with breathing gas from the cylinder(s) carried by the diver.

“shall” There are no circumstances under which this recommendation may be ignored.

“should” Normal diving practice requires that this recommendation be obeyed but there may be circumstances in which it is not appropriate to comply.

“skipper” The skipper in control of the day to day operations (This may in some cases be the same person as the Licence holder)

“snorkelling” For the purposes of these guidelines this term means diving on the water surface. Once the diver leaves the surface they become a diver as in the definition of a diver in this section.

“start time” or “time in” The time a diver leaves the surface at the start of a dive

“surface interval” Elapsed time surfacing from a previous dive to commencing a subsequent Dive within a 24hr period.

“time out” The time a diver surfaces at the end of a dive.

“will” Normal diving practice requires that this procedure be followed but there may be aspects that are unknown or unnecessary in particular situations.

1. RESPONSIBILITIES OF ALL PARTIES AS PER THIS DIVING CODE

1.1. Licence Holder

(who may also be the skipper of the vessel and may also be the diver)

The license holder must:

- (a) Have a formal agreement with the skipper of the vessel (e.g. joint venture / share fishing etc) which includes expectations for occupational safety and health; and
- (b) ensure a diver possesses a current diver's medical certificate in accordance with AS 2299.1 Supplement 1:2007
- (c) ensure the diver possesses the appropriate diving competencies from the seafood training package.
- (d) ensure the diver has attended a general aquarium induction program as per Appendix 2
- (e) ensure a diver holds current and relevant first aid qualifications to ensure they are trained to control bleeding, administer 100% oxygen, care of an unconscious patient, and carry out cardiopulmonary resuscitation (CPR).

1.2. Skipper

(may also be the licence holder and may also be the diver)

The skipper shall:

- (a) formalise agreements in writing with the diver's tender/crew
- (b) follow the risk management system for the vessel
- (c) ensure that all dive plans prior to diving operations commencing for the day
- (d) ensure the appropriate number of crew/dive tender is present on every dive site during all times that diving operations are being undertaken
- (e) ensure emergency drills are conducted with diver's tender/crew members at the beginning of the season and at regular intervals of three months thereafter
- (f) provide the necessary training and instruction with diver's tender/crew where hazards exist on the vessel and fishing operations and advise and supervise on safe working practices in those areas
- (g) shall ensure the diver and crew induction is carried out and a written record is maintained of the induction.

1.3. Diver

(may also be the skipper and the license holder)

The diver shall:

- (a) possess the appropriate diving competencies from the seafood training package.
- ensure that they possess the qualifications and in all other respects satisfies the

requirements for divers contained in .

- (b) ensure the agreement with the operator is formalised in writing prior to fishing operations commencing
- (c) the diver shall complete all daily dive and associated records .

1.4. Dive tender (and any other crew)

This section applies to the dive tender irrespective of licence and vessel arrangements. All dive tender/crew shall:

- (a) formalise an agreement with the skipper; and
- (b) participate in all induction sessions appropriate to the fishing operations; and
- (c) maintain a constant vigil during a dive; and
- (d) ensure that they possesses the qualifications and in all other respects satisfies the requirements for divers contained in; and
- (e) give all necessary attention to tending the diver while the diver is in the water.

2. MEDICALS

All divers will have a current medical fitness to dive in accordance with AS 2299.1 Supplement :2007

The licence holder and or skipper will:

- (a) view the worker's current certificate of medical fitness to dive of every diver engaged under any contractual arrangement; and
- (b) must ensure any diving work carried out by the worker is within any limits stated in the certificate; and
- (c) where requiring divers to perform higher risk diving profiles ensure the dive medical practitioner is aware of these profiles at the time of the medical assessment; and
- (d) ensure that divers medical details are kept on file by the examining physician and a copy provided to the diver; and
- (e) ensure that a diver will be re-examined medically prior to further diving if the diver has suffered an episode of decompression illness or has suffered a significant medical illness, injury or change in health; and
- (f) advise divers they must advise them of any conditions which may increase the risk of a diving related incident including colds, hay fever, ear infections, dental and hangovers

3. DRUGS & ALCOHOL

HAZARDS

- Potential for misuse of machinery or equipment
- Increased risk of causing harm or injury to self or other crew

- Falling overboard, boarding and leaving vessels etc.
- Decreased skills, poor judgment and slower reaction times
- Inappropriate behaviour, i.e. fighting, abusive language, falling asleep

Control measures:

General

- No illegal drugs on the vessel at any time
- No alcohol to be consumed on the vessel during working hours
- All parties should be mindful when consuming alcohol outside of working hours so as to not render them close to or over the 0.05 limit when commencing work

2. Blood alcohol concentration and the presence of illegal drugs will be screened by:

- Physical tests such as existing tests for alcohol(e.g. standing on one leg/ walking in a straight line)
- Physical observations of the person

3. Blood alcohol concentration and the presence of illegal drugs may be screened :

- At any time
- Before work commences including any driving time to the vessel
- After any incident and / or accident while at work

4. Breaches

- Any person under the influence of alcohol or drugs(legal or illegal) that impairs the performance of their work including the person's ability to work efficiently and safely will result in the person being removed from the work area on the vessel
- The person under the influence will remain away from the work area until a further assessment can show the person is able to perform their work efficiently and safely
- This business has a "three strikes and your out" procedure for breaches of the policy . Each breach will be recorded in the log book.
- Persons risk their contractual arrangements being suspended where it is deemed they are a risk to the business and / or themselves

Where a persons ability to work safely is as a result of prescribed medication taken then:

- The person must inform the kipper/ owner of the vessel as to the side effects of the medication

- Where the person can perform their duties with reduced risk , the skipper will supervise the person's work performance
- Where the person is unable to perform their usual work tasks safely, alternative arrangements shall be made until the consumption of the medication ceases

4.0 COMPETENCE TO PERFORM OCCUPATIONAL DIVING WORK AND UNDERTAKE THE RISK ASSESSMENT

Competence to conduct occupational diving in the NT Aquarium fish collectors industry can be demonstrated the following:

- (a) the appropriate diving competencies from the seafood training package.
- (b) attended an industry induction program that's included poor visibility, crocodiles, sharks and other marine creatures.

5.0 PROOF OF COMPETENCY FOR UNDERWATER DIVING WORK

The Licensee / skipper of the vessel must:

- (a) maintain records of the proof of competency for every diver for at least 1 year after the work is done
- (b) ensure that every diver operates to their level of competency.

6.0 RISK ASSESSMENT PROCESS TO BE CARRIED OUT FOR ALL DIVING

1. Skippers and divers to carry out the daily hazard assessment prior to each days diving as per **APPENDIX 1**
2. Skippers and divers to identify hazards as they arise during the course of diving using the risk management table as shown in **TABLE 1**
3. Skippers and divers to be familiar with the industry hazard analysis as per **Section 7**

HAZARD MANAGEMENT SYSTEM

A hazard is anything that has the potential to cause injury or harm to the health of a person.

1. **Identify the hazard and the consequences and write in column 1 and 2 on the hazard analysis table**
 - Regular inspections
 - Analyse workplace injury and illness records
 - Observing daily jobs done by crew
 - Discussion with crew
 - Industry best practice information and codes of practice
 - Having a hazard reporting system with feedback on action taken

TABLE 1 HAZARD ANALYSIS TABLE – examples and add your own

hazard	Consequence	Risk factor	Action	Risk factor

2. Risk assessment

RISK = LIKELIHOOD X CONSEQUENCE.

- Which word represents the likelihood that the consequence of the hazard could occur (horizontal?)
- Which word represents the consequence of the incident (vertical?)
- Write in the risk assessment word (low, medium, high) in column 3 of the risk assessment table

	LIKELIHOOD			
CONSEQUENCE	Very Likely	Likely	Unlikely	Highly Unlikely
Fatality	High	High	High	Medium
Serious injuries Normally irreversible damage or injury to health	High	High	Medium	Medium
Minor injuries Normally reversible injury or damage to health needing several days off work	High	Medium	Medium	Low
No injuries /Negligible Injuries First aid	Medium	Medium	Low	Low

Likelihood	Description
Highly unlikely	Could happen but probably never will (Rare situation)
Unlikely	Could happen but only rare
Likely	Could happen occasionally
Very likely	Could happen frequently

3. Risk Control

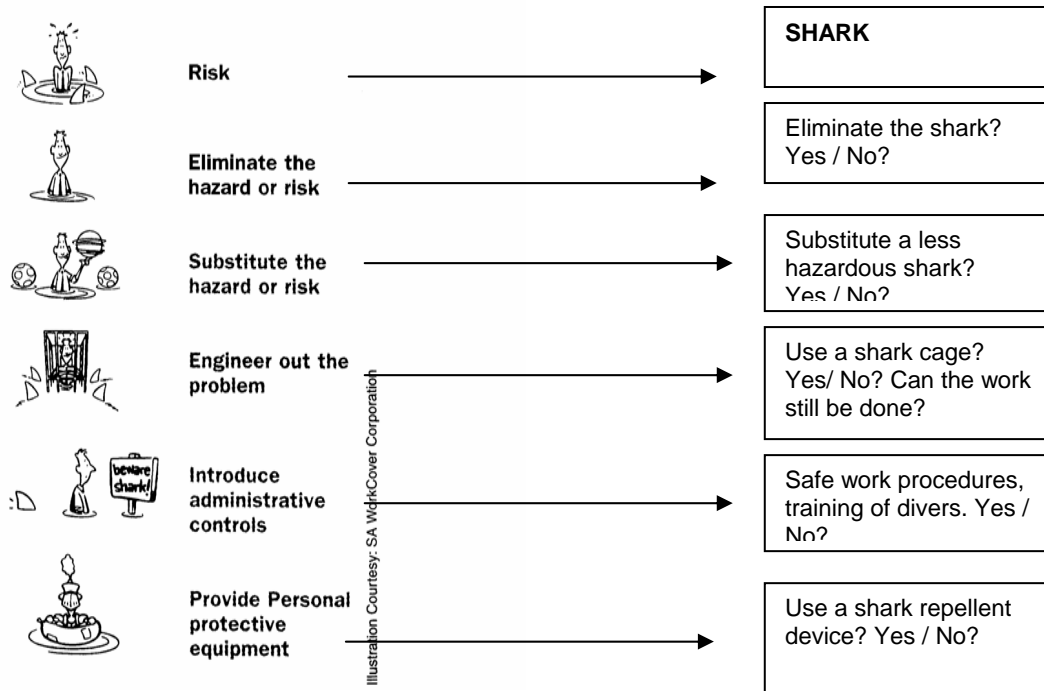
Risk factors)	Control
Low risk	you and crew should be aware
Medium Risk	you should make changes to reduce the risk
High risk	you should stop the operation ,review and make changes to the operation to reduce the risk wherever possible

What can you do about it?

Does the hazard require a short term fix and or a longer term plan?

Ask your self the questions below on how I can reduce the risk?

HIERARCHY OF RISK CONTROL



Some times risk control may be by more than 1 way i.e. isolation and personal protective equipment

7.0 INDUSTRY HAZARD ANALYSIS

HAZARD AREA	RISK ASSESSMENT	CHOOSE CONTROLS
Divers in water when vessels are underway		<p>Where practicable use propeller guards</p> <p>The skipper must ensure a safe distance between the vessel propeller and the air line when working and traveling.</p> <p>Ensuring the skipper and relevant crew are qualified and experienced</p> <p>Ensure divers are equipped with appropriate emergency breathing supplies and knives</p> <p>Where practicable use buoys or markers to separate diving activity from vessel activity</p> <p>Use dive flags appropriately sized to indicate diving activity and appropriate lights at night</p> <p>Ensure relevant crew on the vessel keep a vigilant watch for divers hoses entanglement with propellers and /or approaching vessels</p>
Inappropriate Divers Equipment		Follow sections 9.4 & 9.5
Poor breathing gas quality		Follow sections 9.6
Decompression sickness		Follow section 11
Inadequate emergency procedures		Follow section 12
Rescue of a diver		Follow section 12
First Aid and oxygen provision		Follow section 12
Inadequate communications		Follow section 9.1
Crocodiles		<p>Be more aware in breeding season</p> <p>Look for slide marks , trail on beach or sand</p> <p>Be more aware in shallow water</p>
Sharks		Use shark pods where risk is increased

8.0 DIVE TEAM STRUCTURE AND RESPONSIBILITIES

8.1 Tender Diving

The skipper is designated as the supervisor and will provide the daily briefing and is in overall control of diving operations

There will be one dive attendant which is also the diver that is above the water surface

There may be other divers in the water.

8.2 Skipper's responsibilities

The skipper will:

- (a) ensure all diving equipment and breathing air supply systems are maintained correctly and serviced regularly; and
- (b) ensure all diving and the breathing air supply equipment be maintained; and
- (c) be trained in dive emergencies and be capable of administering diving related 'first aid'; and
- (d) inspect all divers' personal equipment prior to the commencement of each trip
- (e) have the right to cease diving operations at any time for reasons of safety
- (f) be responsible for briefing/instructing all divers of the diving work plan.

8.3 Diver's responsibilities

The diver will:

- (a) ensure they have been provided with a diver induction specific to the operations they are working in; and
- (b) be familiar with the industry standards and procedures that ensure safe diving; and
- (c) dive within the company / industry standards outlined in this guide; and
- (d) ensure that all personal dive equipment is inspected prior to each dive; and
- (e) follow instructions as directed by the Skipper and/or Head Diver.

9.0 INDUSTRY DIVING EQUIPMENT REQUIREMENTS

9.1 Communications

(a) An efficient and reliable communication system shall be established between the divers for normal operations. Suggested methods are wire clicking device, slate and pencil and hand signals.

(b) An efficient and reliable communication system shall be established between the skipper and the diver(s) for emergency situations whilst diving or in water. Suggested methods are tugs on rope and safety sausage.

(c) Radio communications may serve as the suitable choice for emergency procedures.

9.2 Diving plant, equipment and plans

The license holder shall ensure:

- (a) all plant and equipment shall not be altered, modified or changed in any way that might impair the safe and efficient operation of the equipment; and
- (b) not be used if it can be demonstrated that such plant or equipment is not in a safe working condition; and
- (c) the diving plant and equipment shall ensure the equipment is of a type and capacity suitable for the job; and
- (d) the divers know the capabilities and limitations of any equipment they use; and
- (e) equipment is checked incorporating essential pre-dive checks, to ensure its working efficiency before a dive commences; and
- (f) The nominated diver shall ensure the "diver down" signal flag is used at all dive sites.

9.3 Diver's responsibilities

The diver shall ensure:

- (a) equipment is checked incorporating essential pre-dive checks, to ensure its working efficiency before a dive commences; and
- (b) the dive equipment is cleaned and disinfected as required; and
- (c) all dive equipment is dried and stored in a dedicated area in such a manner as to prevent deterioration, contamination or transmission of disease; and
- (d) they wear a dive computer or dive to dive tables.

9.4 Divers Equipment

(a) A diver's wet suit and accessories should:

- enable the diver to be maintained at a comfortable temperature during diving operations
- have a weight belt or weight harness that are independent of the air hose attachment point and have a quick release mechanism
- a weight belt to be encompassed to eliminate entrapment points
- fins or suitable feet attire as appropriate
- a diver's knife to be carried at all times and carried in such a position that it will not obstruct any discarded equipment (e.g. strapped on leg); and
- a dive computer if applicable.

(b) Breathing apparatus should:

- be designed and constructed from non toxic, corrosion resistant materials
- provide the diver with breathing gas at the required pressure and flow rate at all times
- be constructed of materials suitable for the breathing gas used
- prevent ingress of water to the breathing circuit
- prevent leakage from the breathing circuit except through the exhaust valve
- ensure that couplings provide a secure and airtight joint
- ensure that component parts likely to require maintenance are readily detachable without risk of accidental disconnection
- not unduly impede the diver when swimming and working underwater
- enable secure fastening to the diver.

(c) The harness shall be designed and constructed so as to:

- provide a safe and secure means of attaching the diver's hose and other equipment as required to the diver.
- minimize the risk of accidental release
- prevent the diver falling out of the harness
- be compatible with all other equipment worn by the diver.
- be strong enough to support the diver and allow the diver to be removed from the water in an emergency
- be resistant to deterioration during use and storage

(d) Requirements for component parts of breathing apparatus

- Material that is designed to be worn next to the skin or that may come into contact with the skin should not restrict the diver's movement in any way. be comfortable to wear and non irritant and non staining
- A half face mask shall:
 - provide a water tight and gas tight seal
 - cause the least possible interference with vision
 - be purgeable of water
 - incorporate a means of securing the mask to the diver to minimize accidental dislodgment.
- A mouth piece shall:
 - be designed so that when fitted correctly, the aperture of the mouthpiece cannot be closed by mouth pressure
 - provide a watertight and gas tight seal when fitted correctly and held with normal mouth pressure
 - provide a positive means of retention by the diver to prevent accidental dislodgment or slippage from the diver's mouth.
- A diver's hose shall:
 - shall be of one continuous length wherever practicable.
 - where hose joins are required, these shall be of such a construction to be able to hold the weight of the recovery of a diver.
 - be kink resistant
 - incorporate a non return valve located as close as possible to the diver, e.g. at the breathing medium inlet to the mask or mouthpiece
 - have a burst pressure defined as the pressure at which that hose or another identical hose has burst, when pressure tested at the maximum operating temperature.
- Inlet and exhaust valves should ensure:
 - leakage will not exceed the limits as per AS 2299.1 1999
 - adequate protection is provided against mechanical damage
 - capable of easy maintenance.

9.5 Breathing air cylinders shall:

- be durably marked with the word 'AIR' in letters not less than 50 mm high and in a contrasting color to the body of the cylinder
- not be used for storage of any gas mixture other than air unless so marked.

9.6 Breathing gas quality

- have no objectionable or nauseous odour
- contain not less than 20% and not more than 22% by volume of oxygen
- contain not more than 11mg/m³ of carbon monoxide at 15°C and 100kPa (10 ppm by volume)
- contain not more than 900mg/m³ of carbon dioxide at 15°C and 100kpa(480ppm by volume); and
- for high pressure cylinders, contain not more than 100mg/m³ of water at 15°C and 100kPa (130 ppm by volume)
- contain not more than 1 mg/m³ of oil at 15°C and 100kPa when sampled from a cylinder filled to a pressure of at least 12 Mpa
- where supplied from a compressor, not to be used for diving operations unless the compressor has within the twelve month period preceding the operations and every twelve months during fishing operations as appropriate, undergone a test to ensure that the compressed air satisfies the requirements.
- All breathing gas testing equipment shall be installed, operated and maintained in accordance with the manufacturer's instructions.

9.7 Surface supplied breathing (SSBA) operations

- **Compressed breathing gas supply**
(e.g. Hooker or Cylinders)SSBA in 22899 refers to above water line air supply

The compressed gas used for breathing in SSBA diving operations shall be of a purity in accordance with AS/NZS 2299.1:1999 and shall be supplied from a primary and secondary supply.

- **Working pressure**
 - The working pressure required to be delivered to the diver's breathing apparatus will depend on the type of breathing apparatus used by the diver and the depth of the dive.
 - Where a free flow system is used, the pressure of the gas shall not be less than 350kPa or the diver's working depth in metres multiplied by 15kPa, whichever is the greater.
 - Where a demand gas supply device is used, the minimum pressure shall be 700kPa plus 10kPa for every metre of the diver's working depth.
- **Breathing gas supplies**

Each diver shall breathe from a primary gas supply that is backed up by a secondary

breathing gas supply of the same composition. In the event of failure of the primary supply, the secondary supply shall enable the diver to be brought back to the surface, taking into account any decompression schedule that may be required.

Suitable secondary stages can include scuba tanks.

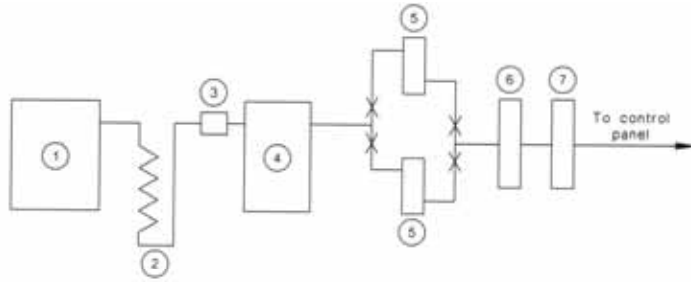
9.8 Emergency air supply

- Each diver shall carry an emergency air. The emergency air supply shall be the same composition as the diver's primary and secondary breathing gas supplies, of sufficient capacity to enable the diver to return to the surface or a place of safety.
- The emergency air supply shall not be used as a secondary air supply.

9.9 Air compressor systems

Where breathing air in SSBA diving operations is supplied from a power-driven compressor, the following shall apply:

- the compressed air shall be delivered via a receiver and a cooling/drying/filtration system to ensure the purity requirements of 5.0 are applied to
- a non-return valve shall be fitted between the compressor and the receiver, and located adjacent to the receiver wherever possible
- the intake of the compressor shall be located or fitted with an extension pipe or hose as to prevent contamination of the supplied breathing air by dust, engine gases or fumes from any source or from any other internal combustion machinery running in the vicinity of the compressor
- the intake hose shall be routed, positioned and secured to ensure that there is no possibility of contact with hot or moving components
- any sections of the intake pipe or hose which could possibly be crushed, melted or otherwise damaged whilst in use shall be constructed of suitable metal pipe or tube
- the exhaust and any other hot components shall be shielded to prevent contact by diving equipment, including hoses
- the compressor shall be located so as to prevent the contamination of the breathing air
- the compressor should be securely fastened when in use on the vessel.



- LEGEND:
- 1 = Compressor
 - 2 = Cooling coil
 - 3 = Pressure maintenance check valve
 - 4 = Receiver
 - 5 = Drying filter
 - 6 = Activated carbon filter
 - 7 = Particulate filter (may be combined with item 6)

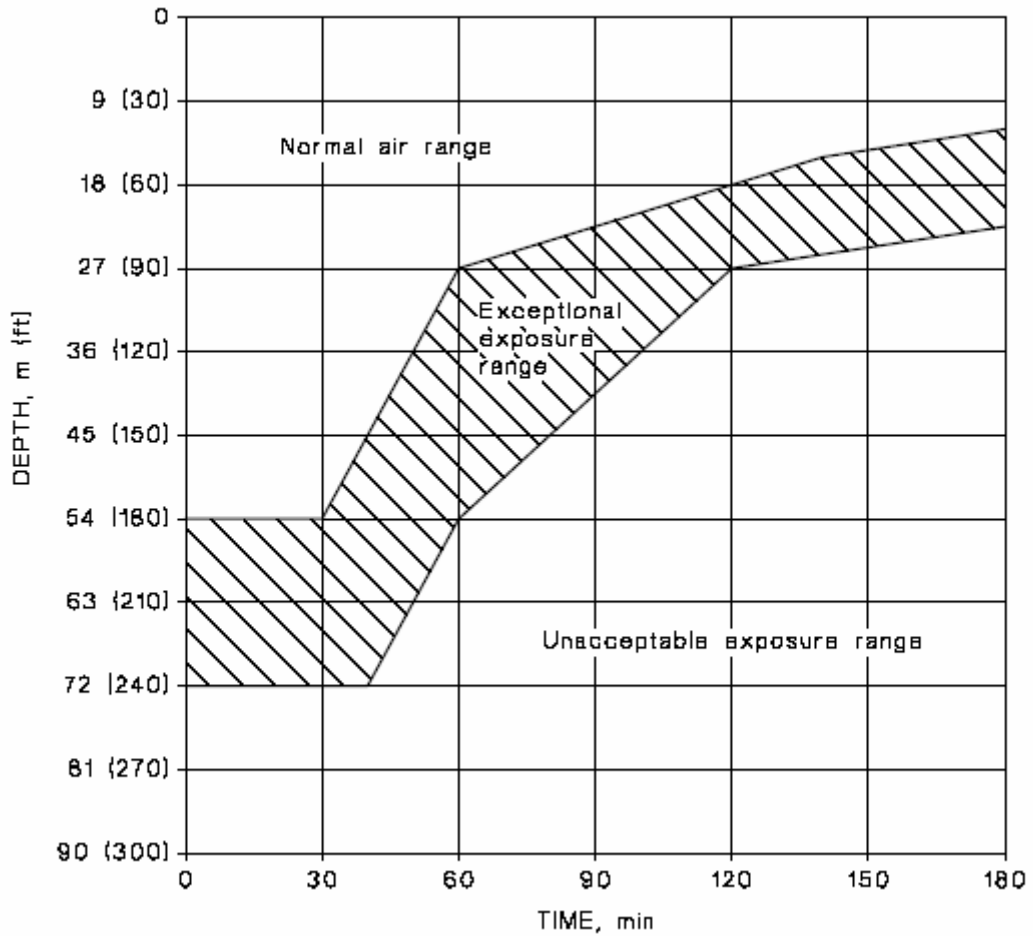
FIGURE 5.2 TYPICAL SYSTEM FOR SUPPLY OF BREATHING AIR TO DIVERS FROM COMPRESSOR PLANT

Source: AS /NZS 2299 .1:2007

10.0 DECOMPRESSION MANAGEMENT

10.1 General

Normal diving for aquarium fish is a maximum of 10 meters. This is in the normal air range for all diving operations



Source: AS /NZS 2299 .1:2007

11.0 ADDITIONAL EQUIPMENT

- A device offering some protection against predators may be used whenever practical and where risk factors are increased e.g. poor visibility, time of year
- Where a “shark pod” or equivalent device is used, it shall be attached in such a way to prevent the diver becoming entangled.

12.0 EMERGENCY PLANS / RESCUE/ FIRST AID AND OXYGEN PROVISION

12.1 Emergency Plans

- (a) All vessels shall have a list of names and radio frequencies or phone numbers for contact in the case of emergency.
- (b) ‘Dive Incident Medical Information Forms’ to be completed in the case of an incident and transmitted to shore to allow a medical Officer to assess the seriousness of the incident, provide advice and make preparations for receiving the patient. See Appendix 4.
- (c) All dive vessels shall carry the emergency equipment required as per vessel survey .

12.2 Rescue of a diver

- a) Do not endanger any one else
- b) Do not leave anybody behind
- c) Do Not Panic
- d) Keep the person in sight at all times
- e) Attach a float or a life jacket to the anchor line.
- f) Release the anchor line so it will act as a search marker buoy
- g) When approaching the person sound air horn and alert divers to move clear of the vessel
- h) If there are other people available appoint a look out at the bow of the vessel, to warn the master of surfaced divers
- i) Approach the person at a safe speed
- j) Approach from upwind if possible
- k) Be careful vessel is not blown or swept by current into a dangerous area. (i.e. Reef edge)

- l) Place the motor into neutral when you are close to and are recovering the person.
- m) Drop weight belt & scuba unit (if necessary) before recovering the victim (If practical retrieve scuba unit as well for possible future investigations)
- n) Return to Port as soon as possible
- o) Begin First Aid, CPR and /or Oxygen Treatment as required
- p) Under no circumstances leave anyone behind without vessel support

12.3 First Aid

- a) First Aid kit will be on board the vessel as per survey requirements
- b) Include any items as required dependant on the number of divers and the distance from emergency services.
- c) At least 2 people must have a current first aid certification (can be gained through diver training)

12.4 Severe Bleeding

- a) Apply pressure to the wound
- b) Raise and support injured area
- c) Bandage Wound
- d) Check Circulation below wound
- e) Phone or radio base to obtain medical attention and return to port

12.5 Eye injury

- a) Support casualty's head, keeping as still as possible
- b) Flush eye with cool, flowing water
- c) Place dressing over eye, bandage in place
- d) Dependant on the severity of the injury either return to port and seek medical attention or keep the crew member comfortable
- e) Instruct the patient:
 - Do not** touch or rub eye
 - Do not** try removing object
 - Do not** apply pressure when bandaging the eye

12.6 CPR

- a) Position hands for CPR
- b) Commence chest compressions

Arms straight, press down on breastbone to depress it about 4-5 cms

Release pressure

2 Breaths 30 compressions 2 Breaths

- c) Repeat until casualty regains consciousness or assistance arrives
- d) Phone or radio base to obtain medical attention and return to port

12.7 hypothermia

- a) D-check for Danger
R-check Response
A-check Airway
B-check Breathing
C-check signs of Circulation
- b) Remove patient to a warm, dry place
- c) Protect patient from wind, rain, cold and wet ground
- d) Avoid excess activity or movement
- e) Maintain patient in horizontal position
- f) Remove wet clothing
- g) Warm patient – blankets, sleeping bag, space blanket
- h) Cover the head to maintain body heat
- i) Give patient warm drink if conscious
- j) Phone or radio base to obtain medical attention and return to port

UNCONSCIOUS/RECOVERY POSITION

Position patient's legs

- Straighten limbs
- Lift nearer leg at knee so it is fully bent upwards

Position arms

- Place patients nearer arm across chest
- Place farther arm at right angles to body

Roll patient into position

- Roll away from you onto side
- Keep leg at right angles, with knee touching the ground to prevent patient rolling onto face

Make patient steady – so as not to roll over

Ensure airway is open

12.8 Oxygen provision (as applicable)

- (a) All persons who may have to administer the oxygen must have received training in the use of the equipment.
- (b) For normal diving operations, a minimum of 1500 litres oxygen is recommended. This amount should be increased dependent on the remoteness of the dive location.
- (c) Oxygen shall be to medical breathing oxygen requirements.
- (d) The oxygen shall be supplied on a separate system to that of breathing air.

- (e) An appropriate person should service all equipment.
- (f) Oxygen shall not be used while compressors or motors are running.
- (g) Ensure that when not in use the oxygen system is turned off tightly.
- (h) Flammable or combustible materials shall not be stored near the oxygen system.
- (i) Oxygen shall be stored in a well-ventilated area.

13.0 RECORDS TO KEEP

13.1 General

RECORD	EXPLANATION	What section
Risk assessments	Hazard management	Section 6
Dive Logs	Records of dives done	Appendix 3
Diver records		
Compressor Maintenance		Maintenance records
Breathing air quality either cylinders or compressor	Meet AS / NZS 2299 .1 :2007	Section 9.6
Incident reports(GOVT)	All incidents will re reported in accordance with the Work Health Act Work Health (Occupational Health and Safety Regulations – Part 12 Specific Work processes Division 8) and relevant Australian Standards.	Section 14 and Appendix 7
Serious Diving incidents	Company records and medical assistance	Section 14
Serious Marine incident	Marine Safety-- DPI	Section 14

14.0 INCIDENT REPORTING

14.1 NT Worksafe (Work Health Act)

You must notify NT WorkSafe on:

- within 24 hours of work related accidents or fatalities;
- an injury where a person is likely to be absent from work for greater than five days;
- where a person other than an employee is injured;
- contact between plant and a live electrical conductor;
- exposure to a hazardous substance that results in a person being admitted to hospital;
- an accident involving the load bearing part of a crane, hoist or scaffold;
- failure of pressure equipment;
- collapse of an excavation which is more than 1.5 metres deep;
- explosion or fire affecting designated plant;
- failure of personal protective equipment affecting a person;
- explosion, fire, spillage, leakage or discharge of dangerous goods or imminent risk of these; and
- injury or substantial damage to property as a consequence of handling dangerous goods.

The form is attached in Appendix 7

14.2 Marine Safety NT

Northern territory Of Australia – Marine Act 17 May 2007

Section 117. Report of accidents, &c.

The master of a vessel which –

- (a) is involved in or causes an accident or collision;
- (b) receives damage which renders or is likely to render it unsafe;
- (c) has been in great danger from the act of some other vessel;
- (d) has been in danger of wreck or collision;
- (e) fouls or does damage to a pipeline, submarine cable or marine navigational aid;
- (f) is involved in an incident in which the sea is polluted by oil or by any noxious substance either by it or by another vessel; or
- (g) being a vessel other than a fishing vessel, having left a port or place in the Territory, puts back to that port or place,

shall, as soon as practicable thereafter, report the event to the Director and, if so requested by him, provide a report in writing.

14.3 Diving related incident – Company records

A serious incident needs to be investigated and the following points noted for reference:

- (a) complete the diving incident medical information form (Appendix 4)
- (b) relevant dive logs and profiles
- (c) relevant equipment maintenance records
- (d) relevant medical history reports
- (e) details of the possible causes
- (f) details of diving experience of the diver
- (g) details of diving equipment and the air supply

15.0 TRAINING OF WORKERS

15.1 Induction training to be carried out as per Appendix 2.

15.2 Divers shall be trained to the relevant units of competency in the National Seafood Industry Training Package

15.3 On going training as required should be recorded in the training register

TRAINING REGISTER (sample add your own in)

Type of Training	Name of person attending	Date provided	Provider of training
Induction			
Emergency drills training			
Fire			
Medical			
Collision			
Senior first Aid			
Diver competencies			

APPENDIX 1: HAZARD IDENTIFICATION AND RISK ASSESSMENT

FORESEEABLE HAZARDS	RISK	ACTIONS/CONTROL
	Low/med/ High	
Environmental conditions	.	
strength and direction of the wind and the degree of influence that it may have on the diving operation and emergency response capability		
current and tide		
entrapment hazards		
water temperature		
underwater terrain		
contaminants		
visibility		
depth at the dive site		
time of day		
isolation of the dive site		
Task related factors		
The complexity of the diving task or the presence of a component which is non routine In nature		
Hyperbaric/physiological factors		
frequency of diving, including repetitive diving, multi - day diving;		
depth of the dive		
duration of the dive		
breathing gas		
exertion required to reach the dive site or conduct the task		
excessive noise		
immediate pre - dive fitness		
Internal body temperature		
Exercise before during and after diving		
Fatigue		
Illness and Injury		
Alcohol levels in the body		
Dehydration		
Age		
Associated activity factors		
manual handling		
Vessel handling		
Other hazards		
dangerous marine animals	.	
other vessel movements		
water inlets	.	
exposure to biological pollutants		
hazards peculiar to the dive site		
Does the task match the level of competence of the diver(s)		
Emergency response factors	.	
location and availability of appropriate emergency systems		
emergency response procedures		

APPENDIX 2: DIVER INDUCTION

ORIENTATION ITEM	DATE COMPLETED	ORIENTATION ITEM	DATE COMPLETED
Getting on and off the vessel		First aid kit location	
Duty of care information <ul style="list-style-type: none"> Responsibilities of all parties show the vessel occupational safety and health statement 		Personal protective equipment and clothing: <ul style="list-style-type: none"> wet weather gear hearing protection Hats, shirts with sleeves sunscreen sunglasses 	
Company alcohol and drug policy		Safety signs on board – what do they mean	
Vessel operation duties <ul style="list-style-type: none"> Engine stop and start Navigation aids Anchor raising and lowering General steering and stopping vessel 		Chemicals: <ul style="list-style-type: none"> where stored what used for personal protective equipment available MSDS shown 	
Emergency equipment location and use demonstrated: <ul style="list-style-type: none"> Life jackets Personal flotation devices Life rafts- launching and inflating Flares- what types Fire extinguishers – types and instructions EPIRBS Fixed fire fighting apparatus All ships alarms Fuel shut off valves All water tight doors Fire flaps 		<ul style="list-style-type: none"> Read and understand these diving guidelines Maintenance of surface supply breathing system, Maintenance of diving equipment Keeping diving related records Procedure for completing dive logs including incident reports Diving signals Emergency procedures Normal use of dive computers 	
General vessel safety <ul style="list-style-type: none"> Fuel and water filling points No smoking while fuelling up Ladder use Hatches closed while working Eye and hip height objects Mechanical equipment Winches Rope handling Keep hands/ legs out of in between rope and vessel Ropes on deck 		Vessel work routines and expectation of the crew(add in your own)	

APPENDIX 3: DIVE SAFETY LOG RECORD FORM

DIVER'S LOGBOOK (Person to whom this log book relates)

Name of diver : _____

Name of co

diver(s) _____

—

Head Diver name (as applicable)

RECORD OF DIVE

Date / / Vessel Name _____

Geographic location _____

Current _____ Visibility _____ Water Temp _____

Maximum depth of dive _____

Left Surface_ (Time in) _____ Bottom Time _____ Time out _____

Breathing Medium: Air _____ Gas Mixture (insert) _____

Surface supplied: _____ SCUBA: _____ Other _____

Decompression procedure followed _____ Table/computer used _____

WORK DESCRIPTION

.....
.....
.....

Remarks, including any unusual aspects of dive, incidence of decompression illness, areas affected treatment.

.....
.....

Diver name.....

Diver signature.....

Skipper name

Skipper signature.....

Diver logs to be kept for one year from date of this log

Copy to be retained by divers and employer

APPENDIX 4: DIVE INCIDENT MEDICAL INFORMATION FORM

Part 1

Essential information for transmission ashore in event of an emergency:

PATIENT NAME:.....

COMPANY:.....

GEOGRAPHICAL WORK LOCATION:.....

DATE OF INCIDENT:.....

TIME OF INCIDENT:.....

TYPE OF INCIDENT:.....

IS THE GENERAL CONDITION OF THE PATIENT:

GOOD..... FAIR..... CRITICAL.....

Part 2

Information about the dive related to the incident (if illness or injury not related to diving, go to Part 3).

Dive number:.....

Type of work performed.....

Adverse conditions: (tides, hard work, disorderly ascent.....

.....

Did the incident begin: in the water.....on the surface.....

At the time of onset of symptoms, was the patient:

descending.....

on the bottom.....

ascending.....

on the surface.....

If symptoms developed on the surface, how long after surfacing:

Onset of first symptoms at time:.....hrs.....min.

Does the diver have any of the following symptoms:

- Niggles
- Pain in joints (state location)
- Pain in muscles (state location)
- Pains and needles (state location)
- Patches of numbness or tingling (state location)
- Muscle weakness or paralysis (state location)
- Difficulty in urinating
- Pain in the lumbar region, around waist or in the abdomen
- Standing upright difficult or impossible
- Nausea
- Vomiting
- Dizziness, loss of balance
- Ringing in the ears

- Deafness
- Speech problems
- Visual problems
- Drowsiness, confusion
- Loss of consciousness
- Paleness, anxiety, sweating, collapse
- Cyanosis (blue skin)
- Breathlessness, painful breathing
- Blood-stained froth in airways
- Respiratory distress worsening with decompression
- Others (specify)

Part 3:

Information for incidents or illnesses not related to diving.

Nature of illness:.....

Does the diver have difficulty or pain with breathing? Yes/No

Is the diver bleeding? Yes/No

If bleeding, is it controlled? Yes/No

State of consciousness:

- fully alert and orientated
- drowsy
- confused
- unconscious but responds to stimuli
- unconscious and unresponsive

Detail symptoms:

.....
.....

Part 4:

Detail all treatment given, initially and, if relevant, during transport to hospital.

Oxygen:.....

Fluids:.....

Pain relief:.....

Other:.....

APPENDIX 6 – DIVER MEDICAL FORM (AS/NZS 2299 .1 : Supplement 1:2007)

AS/NZS 2299 Diving Medical Examination—Medical Questionnaire

Please complete the following:

Surname _____ Given names _____
 Address _____
 Date of birth _____ Sex M F _____
 Phone (home) _____ Phone (work) _____ Phone (mobile) _____
 Occupation _____
 Most recent dive medical date _____
 Type of Medical _____
 Unrestricted—including saturation _____ Limited Occupational Diving—specify type _____
 Unrestricted—not including saturation _____ Recreational Diving Industry work only _____
 Do you participate in any regular physical activity? Rarely <1/week Weekly 2-3/week Most days
 Type of physical activity: _____
 How many cigarettes do you smoke per day? _____ Have you been a smoker in the past? Yes No
 Do you drink alcohol? Yes No _____ How many drinks per week (average)? _____
 Do you take any tablets, medicines or drugs? Yes No
 List: _____
 Do you have any allergies? Yes No
 List: _____
 Have you ever had any reactions to drugs, medicines or foods? Yes No
 List: _____
 Next of kin name _____ Relationship _____
 Address _____
 Phone number(s) _____

	Doctor's use only
Have you ever had, or do you now have or suffer from any of the following:	
Prescription spectacles.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Contact lenses.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Eye or visual problem.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Dentures or plate.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Recent dental procedure.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hay fever.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sinusitis.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Nosebleeds.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Deafness or ringing noises in the ear.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Ear infections or discharge from the ear.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Giddiness or loss of balance.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Operation on the ear.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other ear, nose or throat problem.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Severe motion sickness.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Need to take seasickness medication.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Problems with ears or sinuses when flying in aircraft.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Severe or frequent headaches.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Migraine.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fainting or blackouts.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Convulsions, fits or epilepsy.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Unconsciousness.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Head injury or concussion.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sleepwalking.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Severe depression.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Claustrophobia.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Mental illness.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Heart disease.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Abnormal blood test.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
ECG.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Palpitations or consciousness of your heartbeat.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
High blood pressure.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Rheumatic fever.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Pain or discomfort in the chest on exertion.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Shortness of breath on exertion.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bronchitis or pneumonia.....	<input type="checkbox"/> Yes <input type="checkbox"/> No
Pleurisy or severe chest pain.....	<input type="checkbox"/> Yes <input type="checkbox"/> No

(continued) Page 1 of 4

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18-05-11

Candidate's name _____
 Doctor's use only

Coughing up blood or phlegm	<input type="checkbox"/> Yes <input type="checkbox"/> No
Chronic or persistent cough	<input type="checkbox"/> Yes <input type="checkbox"/> No
TB	<input type="checkbox"/> Yes <input type="checkbox"/> No
Pneumothorax	<input type="checkbox"/> Yes <input type="checkbox"/> No
Frequent chest colds or flu	<input type="checkbox"/> Yes <input type="checkbox"/> No
Asthma or wheezing	<input type="checkbox"/> Yes <input type="checkbox"/> No
Need to use a puffer or inhaler	<input type="checkbox"/> Yes <input type="checkbox"/> No
Operation on chest, lungs or heart	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other chest complaint	<input type="checkbox"/> Yes <input type="checkbox"/> No
Indigestion, acid reflux or peptic ulcer	<input type="checkbox"/> Yes <input type="checkbox"/> No
Vomiting blood or passing red or black bowel motions	<input type="checkbox"/> Yes <input type="checkbox"/> No
Recurrent vomiting or diarrhoea	<input type="checkbox"/> Yes <input type="checkbox"/> No
Jaundice, hepatitis or liver disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Malaria or other tropical disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Severe loss of weight	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hernia or rupture	<input type="checkbox"/> Yes <input type="checkbox"/> No
Back injury	<input type="checkbox"/> Yes <input type="checkbox"/> No
Significant joint problem or sports injury	<input type="checkbox"/> Yes <input type="checkbox"/> No
Limitation of movement	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fracture	<input type="checkbox"/> Yes <input type="checkbox"/> No
Paralysis or muscle weakness	<input type="checkbox"/> Yes <input type="checkbox"/> No
Kidney or bladder disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Diabetes	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sickle cell disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bleeding problem or other blood disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Skin disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Contagious disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Operations	<input type="checkbox"/> Yes <input type="checkbox"/> No

List operations _____

Females only

Are you now pregnant or planning to be _____ Yes No

Do you have periods which incapacitate you or which may reduce your physical or mental performance _____ Yes No

Other medical history

Admitted to hospital _____ Yes No

Rejected for life insurance _____ Yes No

Failed a medical examination _____ Yes No

Unable to work on medical grounds _____ Yes No

Any other illness or health problem _____ Yes No

Family history

Family history of heart disease _____ Yes No

Family history of asthma or chest disease _____ Yes No

Diving history to date

Approx. date of first compressed air dive _____

Total hours under pressure _____

Types of diving experience:

<input type="checkbox"/> Scuba air	<input type="checkbox"/> Surface supply	<input type="checkbox"/> Saturation
<input type="checkbox"/> Scuba mix gas	<input type="checkbox"/> Surface deco	<input type="checkbox"/> Oxygen
<input type="checkbox"/> Hookah	<input type="checkbox"/> Bell diving	

How many dives to date _____

Longest dive _____

Deepest dive _____

Have you ever suffered from—

ear squeeze?	<input type="checkbox"/> Yes <input type="checkbox"/> No
sinus squeeze?	<input type="checkbox"/> Yes <input type="checkbox"/> No
decompression illness?	<input type="checkbox"/> Yes <input type="checkbox"/> No
headaches during or after dive?	<input type="checkbox"/> Yes <input type="checkbox"/> No
extreme tiredness after dive?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Any other diving-related problems? _____ Yes No

If yes, specify _____


I hereby authorize the examining doctor to obtain or supply medical information regarding me from or to other doctors as may be necessary for medical purposes in my personal interest.

Signed: _____ Date: _____

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APPENDIX 7 – NT WORKSAFE INCIDENT FORM

NT WorkSafe		form >	
ABN 84 085 734 992			
Accident/incident notification form >			FM 137
Has any damage occurred to a registered plant during the accident/incident/dangerous occurrence?			
Yes <input type="checkbox"/> No <input type="checkbox"/>			
<input type="checkbox"/> OHS Accident/Incident		<input type="checkbox"/> Dangerous occurrence	
Date occurred		Time occurred	
Injuries -	<input type="checkbox"/> Yes <input type="checkbox"/> No	Fatalities	<input type="checkbox"/> Yes <input type="checkbox"/> No
Person reporting			
Name			
Company		ABN	
Telephone		Mobile	
Accident/incident details/dangerous occurrence			
Name of person injured			
Brief description of accident/incident/dangerous occurrence			
Name of employer			
Company/organisation			
Location of accident/incident/dangerous occurrence			Business ABN:
Contact person		Phone	
Mobile		Facsimile	
Brief description of action taken at time of accident/incident/dangerous occurrence			
Return form to NT WorkSafe			
In person First floor, 41 Smith Street Mall, Darwin		By fax: Darwin (08) 8999 5141	
Ground floor, NTG Centre, First street, Katherine		Katherine (08) 8973 8930	
Peter Sitzler building, 67 North Stuart Highway, Alice Springs		Alice Springs (08) 8951 8618	
You must submit a detailed report to NT WorkSafe under the <i>Work Health Act</i> and the <i>Work Health (Occupational Health and Safety) Regulations</i> within seven (7) days of an accident/incident/dangerous occurrence. Please see bulletin 09.01.04 Legislation – Notification of accidents/dangerous occurrences for further information.			
putting safety first >			
<small>NT WorkSafe, a Division of the Northern Territory Department of Employment, Education and Training, administers the <i>Work Health Act (NT)</i>, <i>Dangerous Goods (Road and Rail Transport) Act</i> and the <i>Dangerous Goods Act</i> on behalf of the Northern Territory Government.</small>			
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APPENDIX 8 – DIVING COMPETENCIES
(AS PER THE NATIONAL SEAFOOD INDUSTRY TRAINING PACKAGE)

To be added