



Recreational Diving and Snorkelling Compliance Checklist

The following information is based on the checklist developed for the Safety Blitz on Recreational Diving and Snorkelling Workplaces in Queensland in 2002.

This checklist is not a complete list of issues addressed in the Workplace Health and Safety Regulation 1997 and the Compressed Air Recreational Diving and Recreational Snorkelling Industry Code of Practice. This may serve as an example of a tool that an obligation holder may develop to assess their own levels of compliance.

It should therefore be used as a guide only and obligation holders need to undertake risk management at their own workplace to ensure the control measures that are chosen are suitable for their workplace and the tasks being undertaken.

Checklist Issues:

Risk Management

- Has specific risk management been undertaken to ensure the control measures that are chosen are suitable for their workplace and the tasks being undertaken?
- When was this last reviewed?
- Is a dive/ snorkelling supervisor appointed each day?
- Are dive/ snorkelling procedures documented?
- Are the responsibilities of lookouts, dive/snorkelling supervisors, dive instructors, guides and other workers documented with respect to health and safety?
- How do these people know their responsibilities and the diving/snorkelling procedures to be followed? (Induction, ongoing and emergency training)

Count of all persons on board (written record of number and signature):

- Is it done before departure from port?
- Are new totals recorded for permanent departures/arrivals?
- Are counts done, compared and recorded for all persons at each departure from dive/snorkelling site? (may be several)
- Appropriate count method?

Dive Safety Log

- Is one made for all divers/ dives including workers?
- must be signed by all divers on completion of each dive
- Must be signed as completed by dive supervisor and master or appointed persons.
- Are all entries completed as soon as possible?

Medicals

- Current (12 mth) 'certificate of medical fitness to dive' required for all workers?
- Appropriate medical declaration for each Resort Diver? Diver's fitness to dive should be assessed where required? Under 12 yrs?
- Entry level certificate divers should be certified (AS4005.1) as medically fit for diving. Divers under 12yrs?
- Certificated divers have their medical fitness to dive assessed? If diving, were they accompanied by a dive supervisor/ instructor?
- Snorkellers must be given medical advice?

Supervision of divers/ snorkellers in open water

- Is the appointed lookout out of the water and solely engaged in being the lookout?
- Is the lookout able to rescue and provide first aid or able to direct a capable and immediately available person to do so?
- Are resort divers supervised by a dive instructor? (max 4 divers per instructor or 6 with cert asst)
- Are entry level certificate divers supervised by a dive instructor? (max 8 divers per instructor or 10 with cert asst)
- Does a dive supervisor remain at the surface at the dive site?
- Is in water supervision by a dive supervisor provided for certificated divers if dive conditions are outside experience and qualifications of the diver?
- Do dive workers dive alone without appropriate training and qualifications?

Skills of divers

- Are dive workers trained in procedures required at dive site and qualified for work they are doing?
- Are resort divers taught mask clearing and regulator removal and replacement skills underwater in an appropriate environment?
- Are entry level certificate divers trained through documented training procedures which in principle comply with AS4005.1?
- Does a dive supervisor assess each certificated divers and accompany or conduct an assessment dive for each diver where there are doubts as to their competency?

Equipment for diving

- Is the diving equipment supplied to divers suitable for the diving being undertaken?
- Is the equipment checked, cleaned and in working order before diving starts?
- Is the equipment maintained in accordance with manufacturer's specifications?
- Are certificated divers supplied with audible and visual signalling devices?
- Are cylinders hydro tested and serviced within 12 months by a properly qualified person?

Air Quality

- Are compressed air cylinders filled, tested, operated and maintained according to manufacturer's instructions and AS 3848.2?
- Has air quality been tested within last 3 months?

Dive Tables

- Are all dives should be planned conservatively and consistently to 1 set of recognised dive tables/computer?

Dive Depths

- Do workers dive deeper than 40m?
- Do resort divers dive deeper than 12m?
- Do entry level certificated divers dive deeper than 18m?
- Are certificated divers advised not to dive deeper than 40m?

Dive Ascent Training

- Does any instructor teach more than 1 class involving ascent training in any 24hr period?

Emergency Plans

- Does the dive/ snorkelling vessel have written emergency plans with which workers are familiar? What training is done?
- Do they address first aid, rescue, evacuation and missing persons?

Rescue of a diver

- Have effective rescue procedures should been developed?
- Have all workers trained in undertaking these rescues?
- Are ship to shore communications functioning?

First aid and oxygen

- Is a first aid kit available at the dive/ snorkelling site and sufficient to cater for injuries?
- Is their functioning appropriate oxygen equipment for both breathing and non breathing persons?
- Are operators qualified to use the equipment?
- Is the equipment daily?
- Is their a sufficient oxygen supply?

Risks to divers and snorkellers from vessels

- Have appropriate controls been adopted to minimise the risk to divers and snorkellers from other vessels?

Risks to divers and snorkellers from marine stings

- Have divers and snorkellers been advised of the risks of marine stings?