Flinders University scuba/snorkel induction and statement of understanding

PLEASE READ THIS DOCUMENT CAREFULLY, AND ENSURE YOU HAVE MET ALL APPLICABLE CRITERIA BEFORE SIGNING

I (*please enter name in full*) hereby declare that I have read in full the Flinders University Diving and Snorkelling Procedures Manual and have a clear understanding of its scope and contents, as well as my responsibilities as a **Snorkeler, Diver or Dive Coordinator** (*delete whichever is not applicable*) as outlined therein. I have undergone an induction process which covered at least the following topics (*please check applicable boxes*):

**SNORKELER**

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|[ ]  Use and content of the Flinders University Diving and Snorkelling Procedures Manual. |
|[ ]  The University’s Risk assessment procedure. |
|[ ]  Responsibilities of University Snorkelers and role of Dive leader and Dive Coordinator. |
|[ ]  Depth limits (<5m) and minimum teams (2 people). |
|[ ]  Emergency protocol and snorkeler recall. |
|[ ]  Snorkelling equipment, personal and loan gear.  |
|[ ]  Shark shields. |

I agree that at all times I will follow safe diving practices as outlined in the Flinders University Diving and Snorkelling Procedures Manual, and will observe all directions given to me by the Maritime Safety Officer (MSO), Dive Coordinator or Dive Leader.

*Initial* 

**SCUBA DIVER**

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|[ ]  Use and content of the Flinders University Diving and Snorkelling Procedures Manual. |
|[ ]  The University’s Risk assessment procedure and dive forms. |
|[ ]  Divers classifications, minimum training and experience (i.e. Restricted Student Diver to General Scientific diver).  |
|[ ]  Ongoing training requirements (i.e. Dive medical, Provide first aid, CPR and Oxygen provider). |
|[ ]  Chain of command, roles and responsibilities (i.e. MSO, Field Trip Leader, Dive Coordinator, Dive leader and Skipper). |
|[ ]  Conservative dive limits (i.e. depth limits, ascent rates (9 m/min) and minimum low air (50 Bar). |
| [ ]  | Emergency protocol and communications, lost buddy, rescue diver, diver recall and shark signal. |
|[ ]  Scuba equipment, maintenance, personal and loan gear. |
| [ ]  | Shark shields. |
| [ ]  | Log book. |
|[ ]  Use of the short form DCIEM decompression tables.  |
| [ ]  | DAN Insurance (Applicable for: (1) Staff and students working overseas. (2) Volunteers. (3) International short course students). |

I declare that I have a good working knowledge of the short form DCIEM air decompression tables, and I understand that these tables are to be used to govern **ALL** dives I undertake for the University.
*Initial* 

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**DIVE COORDINATOR** *Specialist induction*

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|[ ]  Trip planning, approvals and assessing risk (i.e. Field trip proposal forms, Risk assessments and Dive plans). |
|[ ]  Conservative dive planning (i.e. Minimum teams, Dive profiles, Surface intervals, Max Repetitive groups G-H, Flying after diving).  |
|[ ]  Safety equipment required (i.e. Oxygen kit, First aid kits and Dive flag). |
|[ ]  Use of tethers and communications. |
| [ ]  | Use of Flinders University Daily Dive forms (i.e. Dive Plan, Dive Briefing, On-site Risk Assessment, Pre Dive Equipment Checklists and Daily Dive Safety Log).  |
|[ ]  Responsibility to monitor shark sighting networks prior and during trip (i.e. Dorsal app). |
|[ ]  Defective equipment tagging and reporting procedures. |
| [ ]  | Responsibility to monitor general health and wellbeing of divers pre and post dive. |
| [ ]  | Emergency plans, contacts and implementation of emergency protocols. |
|[ ]  Post trip reporting to the Maritime Safety Officer. |

*Initial* 

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**Where applicable:**

**CONDITIONS OF UNDERTAKING UNIVERSITY BOATING WORK**

All participants must abide by Flinders University [Boating Safety Policies and Procedures.](http://www.flinders.edu.au/ppmanual/health-safety/boating-safety.cfm) Please refer to Flinders University Safe Boating Operations website. <http://www.flinders.edu.au/whs/working-safely/boats-and-boating-activities.cfm>. In short:

1. A minimum of two people **must** be on-board.
2. The skipper must be qualified and experienced.
3. The boat is seaworthy and carries all appropriate safety gear.
4. Personal Floatation Devices (PFDs) are to be worn on-board **AT ALL TIMES**.
5. The skipper must deliver a boat safety briefing to all passengers and crew.
6. The boat should not operate in rough seas or hazardous conditions.
7. A qualified first aider must be present.
8. A scheduled calling system should be implemented.
9. A “SPOT Device” (e.g. personal EPIRB) is strongly recommended for remote or commercial work.
10. For safety and fatigue management, working over 12 hours whilst operating motor vehicles or boats, in a 24 hour period, is not recommended.

*Initial* 

**I agree that at all times I will follow safe diving and boating practices as outlined in the Flinders University Diving and Snorkelling Procedures Manual and Safe Boating Operations website. I will respect the chain of command and observe all directions given to me by the Maritime Safety Officer, Field Trip Leader, Dive Coordinator, Dive Leader and Skipper where applicable. On my addition to the University Diver Register, I wish to be rated to dive using the following methods, and have submitted documentation to allow the MSO to determine my eligibility for this.**

[ ] SNORKEL[ ] SCUBA

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| **Signed:** | Name: | **Date / /** |
| **Induction by: (signature)**  | Name: | **Date / /** |
| **Approved MSO:** | Name: | **Date / /** |