



Fleet Safety Manual

7.B.1 - DIVING OPERATIONS

1 PURPOSE

1.1 GENERAL

- a) To ensure safe working conditions are provided for all diving operations deployed from or in support of, Canadian Coast Guard (CCG) vessels.

Diving: Includes any underwater activity that employs scuba or surface supply air.

2 RESPONSIBILITIES

2.1 REGIONAL DIRECTOR, FLEET OR REGIONAL DIRECTOR, INTEGRATED TECHNICAL SERVICES

- a) The Regional Director, Fleet or Regional Director, Integrated Technical Services (ITS) (as applicable) are responsible for ensuring that this procedure is observed for all diving operations conducted from, or in support of, CCG vessels or units.

2.2 COMMANDING OFFICER

- a) The Commanding Officer shall in all cases provide assistance to Diving Supervisors and divers with respect to provision of safe working conditions, planning of diving operations, and emergency and contingency planning.

2.3 ANY CCG OFFICIAL WHO ENGAGES A COMMERCIAL DIVING SERVICE

- a) Any CCG official who engages a commercial diving service is responsible for ensuring that the requirements of this procedure, and any other procedures issued by the regulatory authority responsible for the enforcement of regulations for the safety and protection of divers, are incorporated within the body of the contract.

2.4 DIVING SAFETY COORDINATORS

- a) The Local Area Diving Safety Coordinator has the authorization to review and approve all scientific diving plans. This review and approval shall be communicated to the National and Regional Diving Safety Coordinators, as well as the Commanding Officer in writing, or by facsimile message, prior to the commencement of diving operations. Where there is no Local Area Diving Safety Coordinator, the Regional Diving Safety Coordinator shall review and approve scientific diving plans.
- b) Prior to the commencement of any dives, the Regional or Local Area Diving Safety Coordinator is responsible for ensuring that the regulations appropriate to the dive are identified and shall be observed by the party conducting the dive.

3 INSTRUCTION

3.1 GENERAL

- a) When contracting diving services, a statement shall be included in the body of the contract to direct compliance with this procedure. An UNCONTROLLED copy of this procedure should be attached to the contract and supplied to the contractor.

3.2 BASIC REQUIREMENTS

- a) The diver shall operate within the existing Provincial, Territorial, or Federal Diving Regulations as appropriate to the location and mode of dive planned. Contact the Regional Diving Safety Coordinator for DFO, for clarification on regulations that may apply. Contact information can be located on the [DFO Diving Safety Program](#) site.
- b) Prior to being contracted, a commercial diving company shall provide proof of appropriate liability insurance.
- c) A commercial diving company shall provide notice of the diving operation to the Provincial Regulatory Authority (as appropriate) and a copy of this notification shall be produced before the dive commences.
- d) Divers operating under a scientific program, either sponsored, assisted, or operated by the Department, shall have clearance for conducting diving operations that have been endorsed by the Local Area or Regional Diving Safety Coordinator.
- e) The Commanding Officer shall ask, and receive assurances from, the Diving Supervisor that the diving operation shall be conducted in accordance with regulatory requirements including verification of diver logbooks, proper equipment and fitness to dive.
- f) Vessels shall develop a site-specific checklist for ensuring that procedures are followed in the conduct of diving operations.

Note 1: There may be confusion regarding regulatory authority for diving operations. Diving operations performed by federal government employees are required to meet the standard provided in the [Part XVIII - Diving Operations of the Canada Occupational Health and Safety Regulations](#) of the [Canada Labour Code](#). Contractors supplying diving services shall meet provincial and territorial regulations, as provinces and territories have specific regulations for diving operations. The Regional Diving Safety Coordinator can assist in determining what regulations may apply in a given situation.

3.3 PLANNING OF DIVING OPERATIONS

- a) A detailed plan of diving operations including the contingency plan shall be presented by the contractor/diver and be discussed between the Diving Supervisor and the Commanding Officer (or the Designated Officer having knowledge of the diving operations plan), and agreed upon by all parties prior to the commencement of diving operations. The plan shall include:
 - A description of the underwater work that will be done.
 - The location of the work.
 - The planned maximum depth and bottom time of each dive.
 - The number of dives per day and the time of each dive.
 - The number of divers that will be in the water at any one time.
 - The number of dive attendants that will be on duty while divers are down.
 - The signal system that will be used to communicate with divers.
 - A list of requirements to be met by the vessel (shutdowns, lockouts, lookouts, boats, energy sources, tools, lines, etc.) Refer to the Fleet Safety Manual (FSM) section [7.B.5 - Lockout and Tagout](#)

- Contingency plans to deal with foreseeable emergencies.
 - This plan shall include the location and phone number of the nearest hyperbaric chamber.
- b) A copy of this plan shall be maintained on the Bridge.
- c) The Commanding Officer (or the Designated Officer, having knowledge of the diving operations plan), shall remain at the worksite to assist the Diving Supervisor as required during the diving operation.

3.4 CONDUCT OF DIVING OPERATIONS

- a) In accordance with [*Collision Regulations of the Canada Shipping Act, 2001*](#), applicable signals and shapes shall be displayed during diving operations. Where required, appropriate warning devices such as buoys, flags, lights, etc. shall be displayed to define the restricted access limits of the diving operations. Where appropriate a Notice to Shipping will be issued.
- b) The Commanding Officer, in consultation with the Chief Engineer and with the approval of the Diving Supervisor, is responsible for ensuring that the propulsion machinery, sea-suction and underwater discharge mechanisms, cathodic protection system or any other mechanisms that could pose a threat to the safety of the divers are secured in such a manner as to render the work site safe for diving operations.
- c) A general announcement is to be made informing all personnel that diving operations are taking place, and a notice to this effect posted in a suitable location in the engine room. The appropriate machinery lockout procedures shall be taken and logged.
- d) Where members of the vessel's complement have been assigned to support diving operations, the Commanding Officer (or the Designated Officer) shall, in conjunction with the Diving Supervisor, be responsible for ensuring that the members of the complement have been adequately briefed on the operations to be conducted and their respective responsibilities.
- e) A Diving Operations Checklist located in Annex D, shall be completed prior to the commencement of the actual dive and the return of divers. The completion of the Diving Operations Checklist shall be logged immediately upon completion.

3.5 SEARCH AND RESCUE TASKING

- a) The CCG Station at Sea Island, British Columbia is the only unit trained and equipped to conduct dive operations in response to a search and rescue tasking from Joint Rescue Coordination Centre (JRCC) Victoria. JRCC Victoria and Station procedures are to be followed in these instances.
- b) When divers are to be deployed, the Air Cushioned Vehicle (ACV) Commanding Officer shall, if previously designated, turn over all responsibilities as On Scene Coordinator to another vessel until such time as the dive operations are completed.

4 DOCUMENTATION

- Vessel-specific checklist
- Diving Plan
- Log Book Entries
- Departmental Diving Safety Procedures
- For SAR Dives
 - CCG Station Sea Island Diving Procedures
 - CCG Diver Training Program
 - CCG Diver Training Records

