



# **LEAFLET 29**

## **DIVING SAFETY POLICY**

Revised February 2010

## AMENDMENT RECORD

Amd No	Date	Text Affected	Authority
1	15/02/2010	Table of Contents – Section 7 paragraph 7.3 BR2806 amended to DRd2806 – all subsequent references to BR2806 have been amended to BRd2806	FDHQ-DST
2	15/02/2010	Introduction – paragraph 1.3 and 1.4 – the SSB is amended to read SESB – all subsequent references to the SSB have been replaced by SESB	FDHQ
3	15/02/2010	Definition of Terms – 4.4.1 – new final sentence has been added “MOD sponsored cadet forces are not deemed to be ‘at work’ but elements of DWR do apply to cadet staff.”	FDHQ
4	15/02/2010	Paragraph 5.1.6.2 – reworded “In the event of any requirement to use plant, in a configuration not specified in the safety case and/or outside the operating envelope specified in the safety case then advice must be sought and agreement obtained from the appropriate Duty Holder prior to any such operation”	FDHQ
5	15/02/2010	Paragraph 5.3.2 and 6.8.1 – Underwater Warfare Systems IPT has been replaced with Underwater and Electronic Warfare (UEW) IPT	FDHQ
6.	15/02/2010	Section 8 – References 6. - 2003 deleted 8. - 2000 deleted 9, 10, – 1998 deleted 11 – 1990 deleted 12 – Vol I –II 1999 replaced with Vols 1-6 14. – 2002 deleted	FDHQ

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## **1 Introduction**

- 1.1 The Ministry of Defence (MOD) is engaged in the management and conduct of Diving and Diving Related Activities, all of which make a valuable contribution towards MOD operational and business objectives. These activities include the acquisition of plant and equipment and the conduct of diving operations undertaken by MOD personnel, both military and civilian, and by sub-contractors. The diving operations include those undertaken by military personnel under the MOD adventurous training scheme.
- 1.2 A sound and effective safety management organisation is key to achieving good and harmonised safety performance across the organisation and to nurture a good safety culture. The aim is to contribute towards enhanced operational and business performances that ensure that key operational capabilities are not lost, that morale is sustained, and that the costs of ownership are reduced. This in turn leads to increased operational availability and effectiveness.
- 1.3 The Ship Environment and Safety Board (SESB) has delegated authority from the Secretary of State for Defence for the safety management of Diving and Diving Related Activities. The SESB reports to the Defence Environment and Safety Board (DESB) on the effectiveness of policy.
- 1.4 This policy carries the full authority of the SESB and the organisations that the SESB represents. It is therefore a requirement that all MOD civilian and military personnel comply with this document with regard to Diving and Diving Related Activities.
- 1.5 The MOD Superintendent of Diving (SOFD) is the MOD Diving Contractor Focal Point nominated to the Health and Safety Executive (HSE), whose role is to ensure that MOD's obligations as a diving contractor are met. This includes leading in all Health and Safety aspects related to diving and being responsible for the maintenance of diving standards throughout the MOD. In this capacity, the MOD Superintendent of Diving chairs the MOD Diving Safety Management Panel (DSMP) which is responsible for the upkeep of MOD Diving Safety Policy.
- 1.6 In law, all employers owe a duty of care to their employees, the general public and the wider environment; all employees have a duty of care to themselves and each other. For the MOD, there is also an obligation to manage the greater safety risks associated with military operations.
- 1.7 All those with health and safety responsibilities with respect to these activities should be aware of their legal obligations under statutory safety and common law including those arising from International Maritime Organisation (IMO) treaties. Breaches or omissions may result in prosecutions and / or disciplinary action.

## **2 Policy**

- 2.1 It is MOD policy to manage its Diving and Diving Related Activities in an integrated manner across the organisation by complying with current United Kingdom (UK) legislation requirements and by applying best practice principles in the conduct of these activities.
- 2.2 This includes, but is not limited to, compliance with the Health and Safety at Work Act, the Diving at Work Regulations (DWR), the Merchant Shipping (Diving Safety) Regulations and all subsequent statutory instruments so far as reasonably practicable. In addition, it is MOD policy to comply with all appropriate European Union (EU) directives ratified by the UK Government. This applies to all MOD diving operations.
- 2.3 DWR gives exemption for operations in which members of the armed forces of the Crown or of a visiting force are engaged in warfare or training for warfare. The MOD states that where it has been granted exemptions from specific regulations, it is policy that health and safety standards and arrangements will be, so far as reasonably practicable, at least as good as those required by statute. For the few operations for which exemptions do apply, the principle of As Low As Reasonably Practicable (ALARP) is to be applied. SOFD is responsible for defining what aspects of military diving constitute "Warfare or Training for Warfare", and where practicable will appraise the HSE. All military diving operations are to have due regard for both military effectiveness and safety.

### **3 Scope**

- 3.1 The objectives of the policy are:
- a) To ensure that the highest levels of safety performance are achieved across all MOD Diving and Diving Related Activities;
  - b) To ensure that hazards which may result in death, injury, ill health to divers or other parties, and damage to plant are identified and that the associated risks are reduced to ALARP; and
  - c) To foster a positive safety culture that seeks continuous safety improvements guided by performance management.
- 3.2 This policy applies to the following activities undertaken by or on behalf of the MOD in pursuit of MOD business:
- a) Diving operations conducted by MOD staff worldwide. This includes MOD military and civilian operations;
  - b) MOD sponsored Recreational Diving Operations;
  - c) Acquiring the services of third party divers and contractors; and
  - d) The Acquisition of Diving Plant.
- 3.3 This document is the principal safety policy for MOD Diving and Diving Related Activities. As such it takes precedence over all other MoD documents relating to MoD diving safety management.
- 3.4 The aims of this policy document are:
- a) To ensure that all MOD personnel engaged in such activities are aware of the MOD policy and the requirements that are placed upon them in this regard;
  - b) To define individual and organisational responsibilities, including the requirement to identify appropriate Duty Holders for diving operations and Diving Plant acquisition; and
  - c) To act as a guide for senior managers and other Duty Holders in the discharge of their responsibilities with respect to implementing statutory requirements.
- 3.5 Deviation from this policy shall not occur unless agreed by the MOD DSMP and promulgated by the MOD Superintendent of Diving.

## **4 Definition of terms in the context of this policy**

### **4.1 Diving and Diving Related Activities**

4.1.1 Diving and Diving Related Activities are all those that comprise the conduct of diving operations and the Acquisition of Diving Plant and/or diving services from third parties.

### **4.2 Civilian Diving Operations**

4.2.1 Civilian Diving Operations are those undertaken by or on behalf of the MOD by civilian divers and require DWR to be applied in full without exception.

### **4.3 Military Diving Operations**

4.3.1 Military Diving Operations are those undertaken by UK and visiting armed forces military personnel. These operations require DWR to be applied with the exception of operations in which members of the armed forces of the Crown or of a visiting force are engaged in warfare or training for warfare (refer paragraph 2.3).

### **4.4 Recreational Diving Operations**

4.4.1 Recreational Diving Operations are those undertaken under the Joint Services Adventurous Training (JSAT) scheme by MOD military personnel. These operations require DWR to be applied in full without exception. MOD sponsored cadet forces are not deemed to be 'at work' but elements of DWR do apply to cadet staff.

### **4.5 Diving Plant**

4.5.1 Diving Plant includes all Diving Equipment and support systems necessary and acquired for the conduct of a diving operation. This includes any support vessels, cranes, winches and client specific tools. Diving Plant requires safety management in accordance with Joint Services Publication (JSP) 430, whether intended for shipboard use or not.

### **4.6 Diving Equipment**

4.6.1 Diving Equipment is a sub-set of Diving Plant and covers all Personal Protective Equipment (PPE) and safety equipment worn and required by a diver to undertake a diving intervention. This includes any life support systems (self-contained, sub-surface and surface supplied), thermal protection, communications equipment, diving dedicated surface compression chambers, portable gas storage, portable compression facilities and general-purpose tools.

### **4.7 Acquisition of Diving Plant**

4.7.1 The Acquisition of Diving Plant is defined as the activities that comprise the management of Diving Plant acquisition, including requirements capture, procurement, in service support and disposal, and the discharge of safety responsibilities with respect to the plant throughout the acquisition cycle. (See para 5.2)

#### **4.8 Duty Holder**

4.8.1 The Duty Holder is the Commanding Officer (CO), Integrated Project Team Leader (IPTL), Integrated Business Team Leader (IBTL) or other MOD managers with equivalent responsibilities, responsible for the safety and management of Diving and Diving Related Activities within their area. This includes the acquisition of services from third party diving contractors and/or military divers.

#### **4.9 Diving Standards Officers (DSO)**

4.9.1 Diving Standards Officers are responsible for monitoring the practices and procedures for Diving and Diving Related Activities so that diving is carried out in as safe and efficient manner as the nature of the task will allow. These functions are carried out by separate DSO positions for Royal Navy diving, Army diving and adventurous training diving. The MOD civilian diving organisation's in-house diving standards system is a part of their ISO process and is regularly and independently audited by HSE inspections.

#### **4.10 Civilian Diving Contractor Agents**

4.10.1 A Civilian Diving Contractor Agent is appointed by a Duty Holder (MOD Civilian Diving Operations) and is responsible through the MOD Diving Contractor Focal Point for ensuring that diving operations within their area of responsibility comply with legislation and MOD policy.

#### **4.11 Client**

4.11.1 A Client is an organisation that places a task or contract with a contractor to deliver a diving project, and as such has health and safety responsibilities with regard to the diving project in accordance with Regulation 4 of DWR.

## **5 Application**

### **5.1 Diving Operations**

#### **5.1.1 Military Diving Operations**

5.1.1.1 Military Diving Operations are to be conducted in accordance with the UK Military Diving Manual, BRd 2806. These may be supplemented by Diving Safety Memoranda (DSM) issued by the MOD Superintendent of Diving. BRd 2806 is not an Approved Code Of Practice (ACOP) but is recognised by the HSE as the guide for military diving.

5.1.1.2 This applies to all Military Diving Operations including those outside UK territorial waters. In these instances, it is MOD policy to also comply with the Merchant Shipping (Diving Safety) Regulations and any local or IMO treaty legislation that pertains, as far as reasonably practicable.

5.1.1.3 Any deviation is to be fully justified to and approved by the MOD Superintendent of Diving in accordance with BRd 2806. In the event that the MOD Superintendent of Diving is not available, the deviation may be approved by DSO (Navy) / DSO (Army) as appropriate.

#### **5.1.2 Civilian Diving Operations**

5.1.2.1 Civilian Diving Operations are to be conducted in accordance with the DWR 1997, the HSE ACOP for Commercial Diving Projects Inland/Inshore or, if appropriate, the ACOP for Commercial Diving Projects Offshore. These are to be supplemented by other HSE and industry guidance as appropriate. Where conflicts arise with other documents, the HSE ACOP shall take precedence.

5.1.2.2 This applies to all Civilian Diving Operations including those outside of UK territorial waters. In all these instances, it is MOD policy to also comply with the Merchant Shipping (Diving Safety) Regulations and any local or IMO treaty legislation that pertains as far as reasonably practicable.

5.1.2.3 Any deviation is to be fully justified to and approved by the appropriate Duty Holder and the DSO (Civilian Diving) with reference to the MOD DSMP.

#### **5.1.3 Recreational Diving Operations**

5.1.3.1 Recreational Diving Operations are to be conducted in accordance with the HSE ACOP for Recreational Diving and the Joint Service Sub-Aqua Diving Regulations (JSSADR). These are to be supplemented by other HSE guidance and British Sub-Aqua Club (BSAC) recommendations as appropriate. Where conflicts arise with other documents, the HSE ACOP shall take precedence.

5.1.3.2 Any deviation is to be fully justified and approved by the MOD Superintendent of Diving. In the event of the MOD Superintendent of Diving not being available, deviation may be approved by DSO (Adventurous Training).

#### **5.1.4 Acquiring third party diving services**

- 5.1.4.1 With regard to the acquisition of these services, the MOD Client responsibilities are to be discharged by competent staff in a manner that meets the requirements of the HSE ACOP appropriate to the diving operation.
- 5.1.4.2 In the event that the Duty Holder's business unit does not possess the competency required, guidance shall be sought from the Salvage and Marine Operations (S&MO) Integrated Project Team (IPT) who are the nominated lead organisation for such activity.
- 5.1.4.3 In the event that a MOD civilian business unit requires military divers to undertake a diving operation on their behalf, the Duty Holder is to ensure that approval is received from the MOD Superintendent of Diving. The approval is to include a statement that the operation shall be conducted in accordance with DWR.
- 5.1.4.4 The Duty Holder is to halt a diving operation if there are concerns regarding the safety and/or conduct of the operation.
- 5.1.4.5 Combined operations involving both MOD and third party divers shall be conducted in accordance with DWR. It shall be defined prior to commencing operations which organisation is the 'diving contractor' for the operation.

#### **5.1.5 Operating Diving Plant**

- 5.1.5.1 All Diving Plant is to be maintained in safe working order, in accordance with authorised maintenance procedures and appropriate HSE and industry guidance.

##### **5.1.5.2 Diving Plant for Civilian and Military Operations**

- 5.1.5.2.1 Such Diving Plant is not to be used outside of any configuration or operating envelope specified in the safety case without agreement from the appropriate Duty Holder for the plant and based on a re-evaluation of the safety case.
- 5.1.5.2.2 In the event of an urgent operational requirement, when time does not allow agreement from the Duty Holder for the plant, the decision mechanism and justification for a course of action shall be documented and forwarded to the Duty Holder as soon as practicable. The documentation is to include risk assessment in accordance with JSP 375 Volume 2 Leaflet 39.
- 5.1.5.2.3 Diving Plant is only to be supplied to a third party providing it is in a safe working order, that all supporting documentation is provided, and that the third party has provided assurance to the Duty Holder that they can be reasonably considered to be competent to operate the plant.

### **5.1.5.3 Diving Plant for Recreational Diving**

- 5.1.5.3.1 Diving Plant is not to be used outside of any configuration or operating envelope specified in the safety case or, in the absence of a safety case, by the manufacturer.

### **5.1.6 Obtaining Technical Advice**

- 5.1.6.1 All technical advice relating to Diving Plant acquired by the MOD shall be sought from the appropriate Duty Holder.
- 5.1.6.2 In the event of any requirement to use plant, in a configuration not specified in the safety case and/or outside the operating envelope specified in the safety case then advice must be sought and agreement obtained from the appropriate Duty Holder prior to any such operation
- 5.1.6.3 All other technical and operational advice shall be sought from a demonstrably competent organisation.
- 5.1.6.4 All diving related medical advice shall be sought from the Institute of Naval Medicine (INM).

### **5.1.7 Reporting of Accidents and Incidents**

- 5.1.7.1 Accidents, incidents and near misses are to be reported in accordance with the requirements of BRd 2806, civilian diving regulations, JSADR, JSP442 and the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).
- 5.1.7.2 Those related to MOD acquired Diving Plant, including any plant shortfalls, are to be reported to the appropriate Duty Holder (Diving Plant Acquisition).

## **5.2 Acquisition of Diving Plant for Military and Civilian Operations**

- 5.2.1 The acquisition of all such Diving Plant is to be conducted in a manner that satisfies the requirements of JSP430 and, where applicable, the HSE ACOP appropriate to the diving operations for which the plant is to be used. In addition, the requirements of the IMO Code of Safety for Diving Systems and appropriate EU directives are to be complied with as far as reasonably practicable.
- 5.2.2 The Acquisition of such Diving Plant, other than Diving Equipment, may be undertaken by any Duty Holder, that can demonstrate the relevant competency within their business unit and for which this activity forms part of their terms of reference.
- 5.2.3 In complying with the requirements of JSP430, safety cases are to be prepared for all such Diving Plant, including all legacy plant.
- 5.2.4 Acquisition of Diving Plant to support a new customer requirement shall fulfil the capability identified in a User Requirements Document (URD) provided by Customer 1 (as defined in the Acquisition Handbook).

- 5.2.5 Prior to initiating any action to modify existing plant, a capability requirement for the plant shall be identified to satisfy Customer 2 formal diving support requirement (as defined in the Acquisition Handbook).
- 5.2.6 With regard to the modification of plant, the prioritisation of the associated procurement action shall be identified by:
- a) The Duty Holders (MOD Civilian Diving Operations) for modifications in support of MOD Civilian Diving Operations; or
  - b) The MOD Superintendent of Diving for modifications in support of Military Diving Operations.
- 5.2.7 The System Requirement Document (SRD) shall be reviewed and agreed by all potential users, a demonstrably competent technical authority, and the appropriate acquisition Duty Holder.

### **5.3 Acquisition of Diving Equipment for Military and Civilian Operations**

- 5.3.1 In addition to the requirements of JSP430, all appropriate regulations, directives, standards and guidance issued by appropriate international bodies, the EU, the HSE and industry bodies relating to Diving Equipment are to be adopted as far as reasonably practicable. Any deviation is to be fully justified and approved by the MOD DSMP.
- 5.3.2 The acquisition of all such Diving Equipment within the MOD shall be conducted by, or with the agreement of, the Underwater and Electronic Warfare (UEW) IPT, who are the nominated lead organisation for such activities. Exceptionally, the MOD Superintendent of Diving may authorise purchase of non-life support equipment for military operations.
- 5.3.3 For military equipment, where a specified performance requirement causes difficulties in justifying a risk as ALARP, full justification and authorisation is to be sent to the Duty Holder (Acquisition of Diving Equipment) by customers before in-service procurement activities commence.
- 5.3.4 The Diving and Life Support Equipment Safety Review Committee (DLSE SRC), chaired by the UEW IPT, is the authority for Diving Equipment and is to report to the DSMP on the status of all safety cases.
- 5.3.5 In complying with the policy requirements of JSP430, safety cases are to be prepared for all such Diving Equipment and these should demonstrate that safety risks are ALARP. It should be noted that the requirement of JSP 430 is to have demonstrated implementation of policy by the 2005 SESB. Consequently, legacy equipments should now have safety cases in place or management approved programmes for their completion.
- 5.3.6 All Diving Equipment is to be supplied to users with clear and concise instructions for its use and maintenance.
- 5.3.7 Equipment safety bulletins are to be published and promulgated across the user community by the Duty Holder (Acquisition of Diving Equipment) and are to include emergency notices when equipment is no longer considered to be fully compliant with user requirements and/or current regulations.

## **6 Responsibilities**

### **6.1 MOD Policy Sponsor**

6.1.1 The sponsor for the policy addressed in this document is the Chairman of the SESB.

6.1.2 The **MOD Policy Sponsor** is responsible for:

- a) Maintaining an effective diving policy to manage compliance with diving legislation and regulations.
- b) Ensuring policy endorsement from the MOD SESB following significant changes.
- c) Facilitating the resolution of policy issues as required.

### **6.2 MOD Diving Contractor Focal Point**

6.2.1 The **MOD Diving Contractor Focal Point** is the MOD Superintendent of Diving.

6.2.2 The **MOD Diving Contractor Focal Point** is responsible for:

- a) Acting as focal point for diving safety within the MOD.
- b) Chairing the MOD DSMP.
- c) Arranging the delegation of MOD contractor responsibilities to MOD.
- d) Civilian Diving Contractor Agents and appropriate military personnel.
- e) Monitoring diving developments and legislation.
- f) Ensuring that lessons are learnt in the event of a breach of legislation or incident and that processes are improved where necessary.
- g) Ensuring that supervisors for diving operations are suitably qualified, in date, and current.
- h) Reporting the implementation of Diving Safety Policy to the SESB.

### **6.3 Duty Holders (Military Diving Operations)**

6.3.1 A Duty Holder is the CO whose personnel conduct Military Diving Operations.

6.3.2 The **Duty Holders (Military Diving Operations)** are responsible for ensuring that:

- a) Diving processes, manuals and working practices relating to diving operations within their area of responsibility, comply with legislation and this policy, and are enforced; and
- b) All diving personnel are qualified.

#### **6.4 Duty Holders (Recreational Diving)**

6.4.1 A Duty Holder is any CO whose unit/establishment has a recreational diving club attached to it or, whose personnel engage in recreational diving activities outside of a recreational diving club, while on duty.

6.4.2 The **Duty Holders (Recreational Diving)** are responsible for ensuring that diving processes, manuals and working practices relating to diving operations within their area of responsibility, comply with legislation and this policy, and are enforced.

#### **6.5 Duty Holders (MOD Civilian Diving Operations)**

6.5.1 A Duty Holder is any IPTL, IBTL, or other MOD manager with equivalent duties, whose staff conduct Civilian Diving Operations.

6.5.2 The **Duty Holders (MOD Civilian Diving Operations)** are responsible for:

- a) Appointing a MOD Civilian Diving Contractor Agent in writing, and ensuring that these responsibilities are discharged in accordance with this policy.
- b) Ensuring that all Diving Equipment is acquired by the Duty Holder (Acquisition of Diving Equipment).
- c) Ensuring representation of their area on the MOD DSMP.

#### **6.6 Civilian Diving Contractor Agents**

6.6.1 **Civilian Diving Contractor Agents**, as appointed by a Duty Holder (MOD Civilian Diving Operations), are responsible for ensuring that diving processes, manuals and working practices relating to diving operations within their area of responsibility, comply with legislation and this policy, and are enforced.

#### **6.7 Duty Holders (Acquisition of third party diving services)**

6.7.1 A Duty Holder is any IPTL, IBTL or other MOD manager with equivalent responsibilities, whose staff acquire the diving services of third party contractors or military divers.

6.7.2 With regard to the acquisition of these services, the **Duty Holders (Acquisition of third party diving services)** are responsible for ensuring that the MOD Client responsibilities are discharged by competent staff in accordance with this policy.

#### **6.8 Duty Holders (Acquisition of Diving Equipment)**

6.8.1 A Duty Holder is any IPTL, IBTL or other MOD manager with equivalent responsibilities whose staff acquire Diving Equipment for military and/or civilian operations. (The acquisition of all such Diving Equipment within the MOD is only to be conducted by or with the agreement of the UEW IPT, who are the nominated lead organisation for such activities. Exceptionally, the MOD Superintendent of Diving may authorise purchase of non-life support equipment for military operations).

6.8.2 The **Duty Holders (Acquisition of Diving Equipment)** are responsible for the acquisition of Diving Equipment required for military and civilian operations in accordance with this policy. These responsibilities include procuring Diving Equipment in accordance with agreed user requirements, both military and civilian, and supporting the equipment throughout the acquisition cycle.

6.8.3 In addition, the UEW IPTL is to ensure representation of their area on the MOD DSMP.

## **6.9 Duty Holders (Acquisition of Diving Plant)**

6.9.1 A Duty Holder is any IPTL, IBTL or other MOD manager with equivalent duties who acquire Diving Plant for military and/or civilian operations. (Diving Plant can only be acquired by Duty Holders that can demonstrate the relevant competency within their business unit and for which this activity forms part of their terms of reference).

6.9.2 The **Duty Holders (Acquisition of Diving Plant)** are responsible for the Acquisition of Diving Plant in accordance with this policy. These responsibilities include procuring Diving Plant in accordance with agreed user requirements, both military and civilian, and supporting the plant throughout the acquisition cycle.

## **7 Management Systems**

### **7.1 Management Structures**

7.1.1 The MOD diving management structures with regard to Diving and Diving Related Activities are detailed in the following annexes:

- Annex A - MOD Diving Safety Management Structure
- Annex B - MOD Military Diving Operations Structure
- Annex C - MOD Recreational Diving Operations Structure
- Annex D - MOD Civilian Diving Operations Structure

7.1.2 The MOD Diving Safety Management System (DSMS) is used to monitor and report on diving safety management and performance throughout the MOD.

### **7.2 MOD Policy Approval and Control**

7.2.1 The MOD Diving Contractor Focal Point is responsible for maintaining the MOD diving policy up to date and advising the Policy Sponsor of all diving issues that require their attention.

7.2.2 The DSMP, chaired by the MOD Superintendent of Diving, is to monitor and report upon the safety state of all MOD diving activity to the SESB. The DSMP is also the forum used for keeping current with diving legislation and regulations.

7.2.3 The MOD Policy Sponsor is responsible for ensuring policy endorsement from the SESB.

### **7.3 BRD 2806 Approval and Control**

7.3.1 The authority responsible for the UK military diving manual, BRD 2806, is the MOD Superintendent of Diving. As the HSE recognised guide to military diving, any significant changes shall be made in consultation with the HSE.

### **7.4 JSSADR Approval and Control**

7.4.1 The authority responsible for the JSSADR is the MOD Superintendent of Diving. Any significant changes shall be made in consultation with the HSE.

### **7.5 Policy Implementation**

7.5.1 The MOD Superintendent of Diving is to ensure dissemination of this policy to all MOD management and staff responsible for or involved in Diving and Diving Related Activities.

## **7.6 Review**

7.6.1 This policy shall be reviewed every two years from the implementation date, or sooner either at the discretion of the Policy Sponsor or if any of the following events occur that have a direct impact on this policy:

- a) Changes in legislation and / or regulation.
- b) Changes in the MOD organisation / roles.

## **7.7 Audit**

7.7.1 Each Duty Holder shall ensure that the requirements of this policy are being maintained through regular audits. The audits are to be carried out by a competent assessor independent of the area being audited.

7.7.2 The audit programme shall consider at all levels:

- a) Compliance with MOD policy.
- b) Compliance with DWR.
- c) Compliance with JSP430.
- d) Safety assurance\*.
- e) Competencies and training.
- f) Equipment operation and maintenance.
- g) Third party independent audit.

\* Safety assurance is the process by which confidence is provided that the required levels of safety are being achieved and maintained.

7.7.3 The audits shall be conducted at a periodicity set by the Duty Holder but this shall be at least once every 18 months for diving operations, and at least every three years for the acquisition of Diving Plant.

## 8

### References

1. The Health and Safety at Work etc. Act 1974.
2. The Diving at Work Regulations 1997.
3. The Merchant Shipping (Diving Safety) Regulations 2002.
4. The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.
5. IMO Code of Safety for Diving Systems 1995.
6. JSP375, Health and Safety Handbook.
7. JSP430 Issue 3, Ship Safety Management, Part 1: Policy and Part 2: Policy Guidance.
8. JSP442, Accident Reporting System.
9. HSE Approved Code Of Practice for Commercial Diving Projects inland/inshore.
10. HSE Approved Code Of Practice for Commercial Diving Projects offshore.
11. HSE Approved Code Of Practice for Recreational Diving.
12. BRD 2806, UK Military Diving Manual, Vols 1 - 6
13. Joint Service Sub-Aqua Diving Regulations D/DNPTS/9/2, Director of Naval Physical Training and Sport, 2001.
14. The Acquisition Handbook.

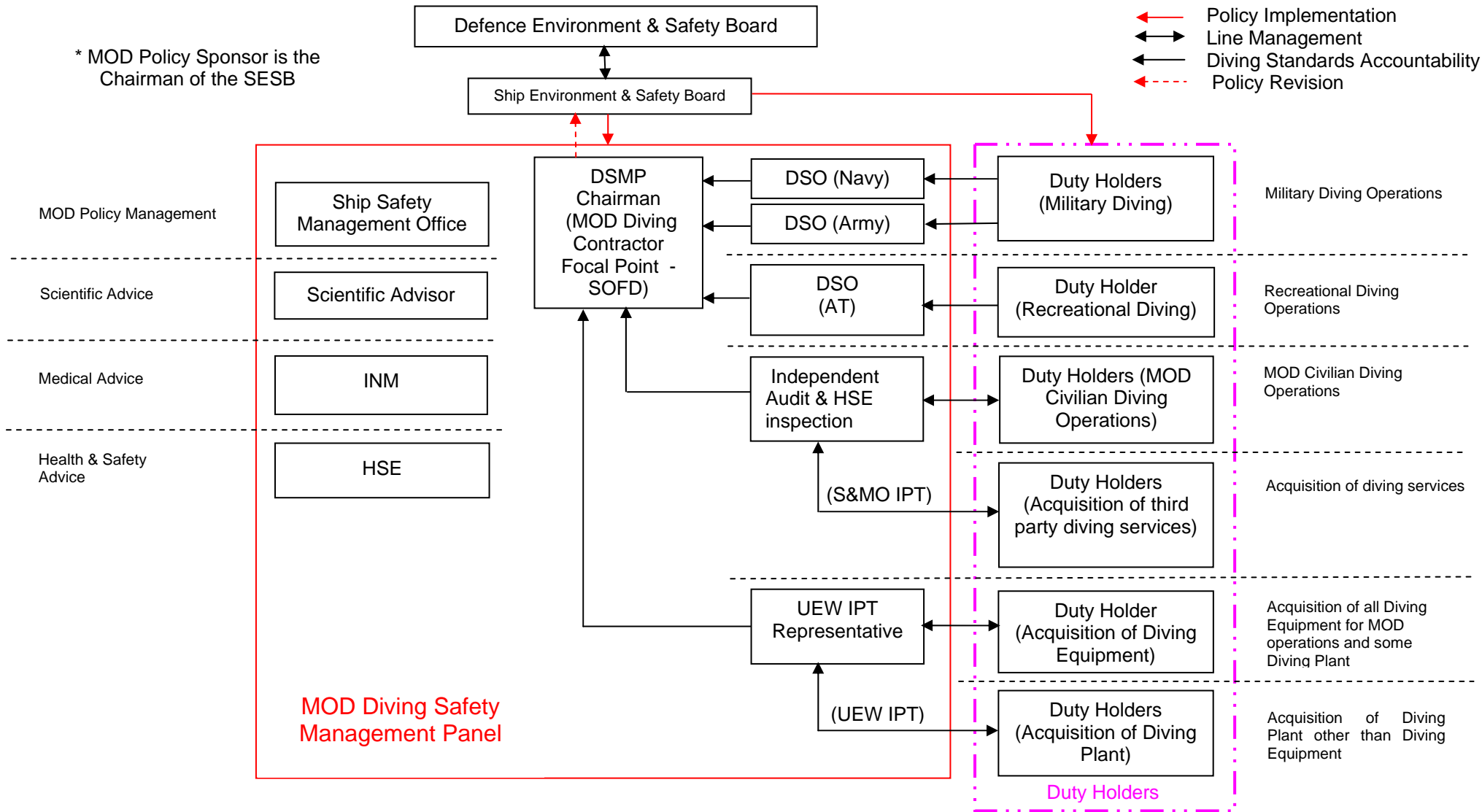
**List of abbreviations**

2SL	Second Sea Lord
ACOP	Approved Code Of Practice
ALARP	As Low As Reasonably Practicable
AT	Adventurous Training
BSAC	British Sub-Aqua Club
CINCFLEET	Commander In Chief of the Fleet
CO	Commanding Officer
DCINC	Deputy Commander in Chief
DDS	Defence Diving School
DESB	Defence Environment and Safety Board
DLSE SRC	Diving and Life Support Equipment Safety Review Committee
DNPTS	Director of Naval Physical Training and Sport
DSM	Diving Safety Memorandum
DSMP	Diving Safety Management Panel
DSMS	Diving Safety Management System
DSO	Diving Standards Officer
DSTL	Defence Science and Technology Laboratories
DWR	Diving at Work Regulations
EINC(A)	Engineer In Chief (Army)
EU	European Union
FOTR	Flag Officer Training and Recruitment
HSE	Health and Safety Executive
IBTL	Integrated Business Team Leader
IMO	International Maritime Organisation
INM	Institute of Naval Medicine
IPT	Integrated Project Team
IPTL	Integrated Project Team Leader
JSAT	Joint Services Adventurous Training
JSP	Joint Services Publication
JSSADC	Joint Services Sub-Aqua Diving Centre
JSSADPC	Joint Services Sub-Aqua Diving Policy Committee
JSSADR	Joint Service Sub-Aqua Diving Regulations
MOD	Ministry Of Defence
PPE	Personal Protective Equipment
RIDDOR	Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
SADS	Sub-Aqua Diving Supervisors
S&MO	Salvage and Marine Operations
SOFD	Superintendent of Diving
SRD	System Requirement Document
SESB	Ship Environment and Safety Board
SSMO	Ship Safety Management Office
UK	United Kingdom
URD	User Requirements Document
UEW	Underwater and Electronic Warfare

# Annex A - MOD Diving Safety Management Structure

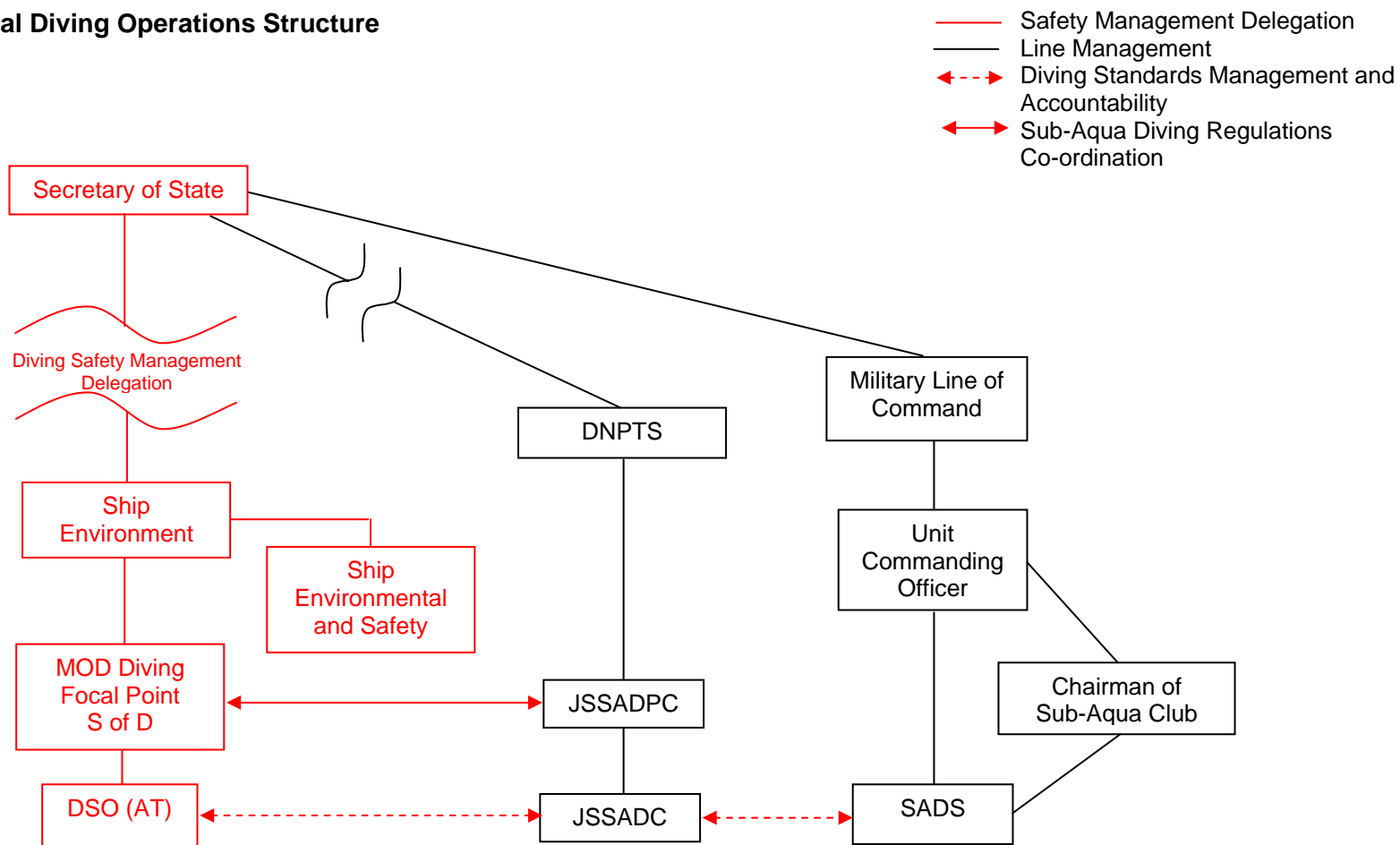
\* MOD Policy Sponsor is the Chairman of the SESB

- ← Policy Implementation
- ↔ Line Management
- ← Diving Standards Accountability
- ← Policy Revision

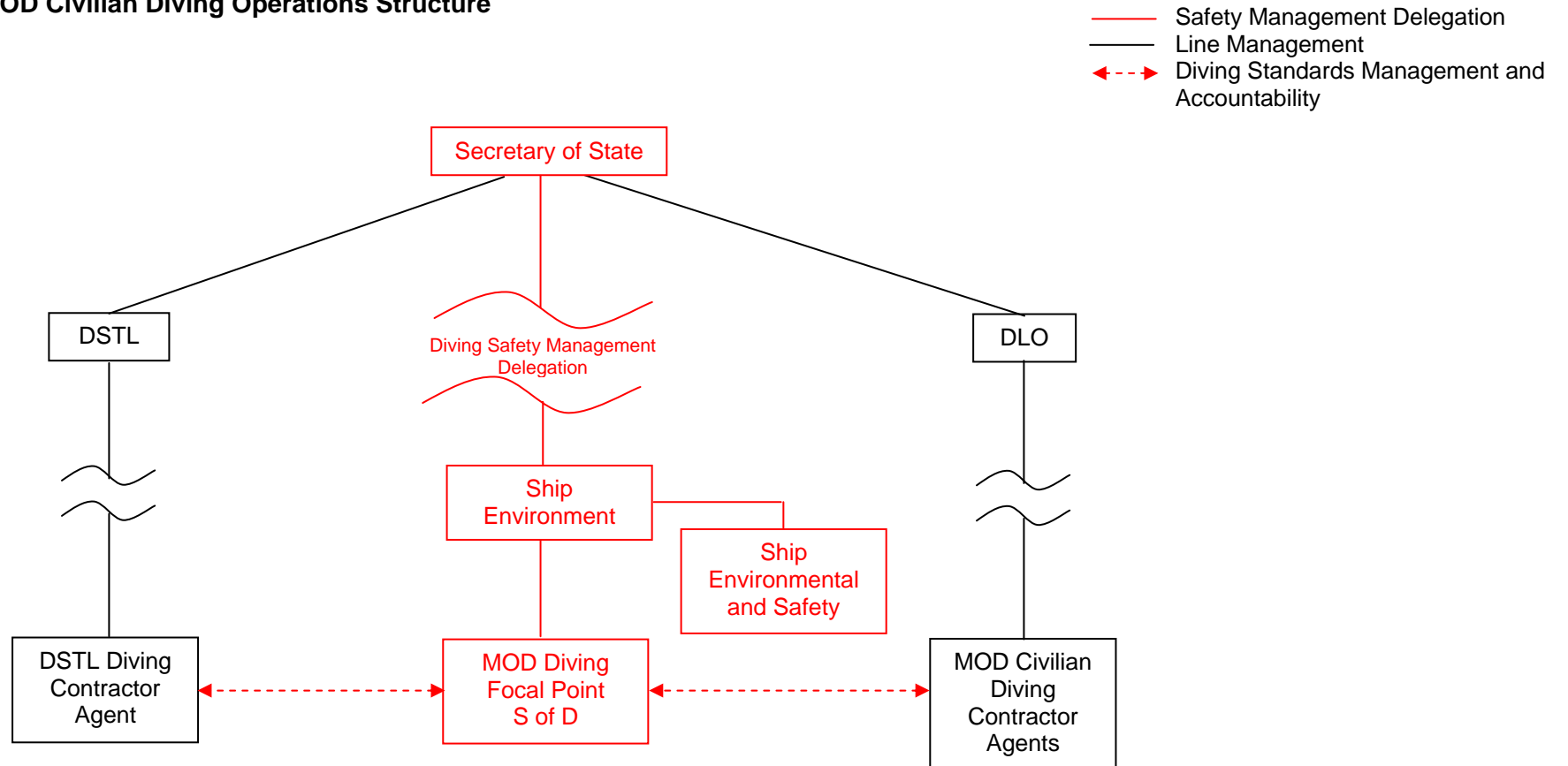




## Annex C - MOD Recreational Diving Operations Structure



## Annex D - MOD Civilian Diving Operations Structure



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