



LOCAL NOTICE TO MARINERS No 11 of 2016

DIVING AT WORK REGULATIONS 1997 AND COMMERCIAL OPERATIONS INVOLVING 'SWIMMERS'

(This notice supersedes notice No 30 of 2012, which is hereby cancelled)

Notice is hereby given that all operations involving commercial divers or swimmers within the limits of Cowes Harbour must be approved by the Harbour Office or relevant Marina Manager prior to the operation commencing.

- All operations involving commercial divers must meet the requirements of the Diving at Work Regulations 1997.

Diving

Diving contractors, Masters and Agents must ensure that a 'Diving Request is completed and forwarded to the relevant office at least 24 hours before the operation. Approval must have been received and a radio check completed with call sign 'HM1 on VHF Ch69' for activities outside of the confines of a marina or on Ch80 with the relevant marina office immediately before the diving operation commences and a diver enters the water.

Swimming

1. For the purpose of this Notice a 'swimmer' is defined as a person who enters the water to undertake a commercial operation within the Port area and who is not subject to the requirements of the Diving at Work Regulations 1997.
2. All Masters, Contractors and Agents must ensure that a written Safe System of Work, with appropriate Risk Assessments, is submitted to the appropriate office prior to commencing any commercial operation involving 'swimmers'.
3. As a minimum, issues to be considered within the Risk Assessments are to include, but not be limited to:
 - Scope of the task – boat scrubbing, surface work on piles, quay walls, outfalls, in the surf zone, on buoys etc.
 - Team size – sufficient, qualified, competent, prepared etc.

- Equipment involved – wet suit or coveralls, foot protection, gloves, head protection, harness, lifeline, weight belt, knife, light, tools for the job etc.
 - Operational elements – daylight only, access to the water, environmental effects, visibility, lookout, radio checks etc.
 - Emergency measures – standby swimmer, recovery of injured personnel, availability of rescue craft, nearest medical facility, road transport availability etc.
4. Additionally, a 'Diving or Swimming' Request Form' as attached, must be completed and forwarded to the relevant office at least 24 hours before the operation. Approval must have been received and a radio check completed immediately before a swimmer enters the water and the swimming operation commences.

Communications

In all cases, communications on the appropriate channel (CH69 or Ch80) must be in place and must be checked with the relevant office before operations commence. A constant listening watch must be maintained throughout all stages of the operation.

A copy of the HSE Diving at Work 1997 Regulations: Commercial diving projects inland/inshore can be downloaded from the CHC website attached to this LNTM.

Owners, Agents, Charterers, Marinas, Yacht Clubs and Recreational Sailing Organisations should ensure that the contents of this Notice are made known to the masters or persons in charge of their vessels or craft.

Captain S McIntosh

Harbour Master, Harbour Office, Town Quay, Cowes, Isle of Wight, PO31 7AS

Email: chc@cowes.co.uk

Website: www.cowesharbourcommission.co.uk

7th January 2016

Diving or Swimming Request Form

Request to carry out diving or swimming operations within the limits of Cowes Harbour.

Location of diving operation		
Date		
Time of diving operations.	From	To
Diving contractor		
Address		
Tel Number, Fax Number or email (to which this form is to be returned)		
Diving Supervisors Name		
Diving site tel. No		
VHF call sign		
Description of work to be carried out		
Client		

GENERAL CONDITIONS AND PRECAUTIONS TO BE OBSERVED (tick as appropriate)

Diving operations shall be in accordance with the HSE Diving at Work regulations 1997 and the appropriate approved code of practise.	
At all times during the operation an "A" Flag shall be displayed.	
The diving team shall consist of at least 4 persons namely, Diving Supervisor, Diver, Standby Diver and Tender/boatman (boatman not required if working within a marina)	
The Diving Supervisor shall inform the Marina or HM1 immediately before a diver enters the water and on suspension / completion of diving operations unless other prior arrangements have been made.	
The Diving Supervisor will comply with all instructions issued by the Harbour Master or Marina Manager.	
The Diving Supervisor shall monitor VHF channel 69 at all times or channel 80 when working inside a marina.	
A comprehensive diving project plan and risk assessment must be prepared and a copy held on site for inspection on request. It must include the steps taken to eliminate hazards to divers.	

A copy of the Dive Request Form must be held on site either electronically or hard copy and available for inspection.	
Third Party Employers Liability Insurance must be held for the activities undertaken, evidence must be submitted to the relevant office.	

I declare that all the aforementioned requirements have been satisfied, precautions have been taken and that safety arrangements will be maintained for the duration of the diving operation, and will not operate outside the stated area and time.

Signed by Diving Supervisordated.....

NOTE: NO DIVING OPERATIONS ARE TO BE CARRIED OUT PRIOR TO PERMISSION BEING GRANTED.

Dive requests and associated documents to be sent to the relevant office:

Company	E-Mail Address	Telephone	Fax
Cowes Harbour Commission	chc@cowes.co.uk	01983 293952	01983 299357
Cowes Yacht Haven	jon@cowesyachthaven.com	01983 299975	01983 200332
East Cowes Marina	berths@eastcowesmarina.co.uk	01983 293983	01983 299276
Shepards Wharf Marina	shepards.chc@cowes.co.uk	01983 297821	01983 294814

Call ahead by telephone to ensure the request is processed in time.

KNOWN VESSEL MOVEMENTS OR RESTRICTIONS:

FOR INTERNAL USE	Date & time request received:
<p>Subject to the information stated in this request being and remaining complete and accurate and to strict adherence to the general conditions and precautions specified above, permission granted.</p> <p>.....</p> <p>(For CHC)</p> <p>Date..... Time.....</p>	<p>PERMISSION REFUSED</p> <p>.....</p> <p>(For CHC)</p> <p>Date..... Time.....</p>