COMMANDANT OF MIDSHIPMEN INSTRUCTION 3150.1

From: Commandant of Midshipmen, U.S. Naval Academy

Subj: U.S. NAVAL ACADEMY DIVING BILL

Ref: (a) U.S. Navy Dive Manual
     (b) Dive Jump Reporting System
     (c) OPNAVINST 3500.39D
     (d) NAVEDTRA 43910
     (e) OPNAVINST 3150.27D
     (f) MILPERSMAN 7220-090
     (g) COMDTMIDNINST 1414.1
     (h) Joint Risk Assessment Tool
     (i) OPNAVINST 3120.32D CH-1
     (j) NAVSEA TAG-OUT User Manual S0600-AA-PRO-160
     (k) S0600-AA-PRO-160,
     (l) NAVSEAINST 3150.1B
     (m) WRINST 3501.2D

Encl: (1) Letter of Designation as USNA Diving Officer
     (2) Letter of Designation as SCUBA Diving Supervisor
     (3) Emergency Action Plan
     (4) Commander’s Critical Information Requirements
     (5) Yard Patrol Craft Diving Safety Checklist
     (6) Small Craft Diving Safety Checklist
     (7) Authorization for Single Barrier/Valve Isolation

1. **Purpose.** To establish diving policy for personnel assigned to the U.S. Naval Academy (USNA) Annapolis.

2. **Cancellation.** DIVPRODEVINST 3150.1A

3. **Background.** Due to the hazardous nature of diving, Department of Defense (DOD) diving operations are subject to close control and regulation. Conduct all diving operations as promulgated in references (a) through (m) under direct supervision of, and only by qualified military diving personnel. Due to water temperature, low visibility, marine environment, and high volume of boating traffic, diving in the Severn River and Chesapeake Bay area can be extremely hazardous and dictates use of extreme caution.
4. **Responsibility.** The Command Diving Officer is responsible for implementing this instruction and reviewing it annually.

5. **Scope.** This instruction applies to all military diving operations which occur under the cognizance of the Commandant of Midshipmen.

6. **Organization.** The Diving Officer is tasked with administrative control, supervision, planning, scheduling, and conducting of all military diving operations at USNA.

7. **Mission.** The Dive Locker’s primary mission is underwater ships husbandry in support of Yard Patrol, sailing, small boat and various training craft owned and operated by USNA. In addition, the Dive Locker shall complete the following secondary mission sets:
   
   a. Naval District Washington (NDW) periodic requalification dives per reference (a), (e), and (f).
   
   b. USNA hurricane mooring buoy underwater inspections.
   
   c. Underwater search, survey, recovery, and/or salvage of USNA assets.
   
   d. Training of midshipmen and request for various training support.
   
   e. Diving support, training, and services as requested by NDW and other government agencies (OGA).

8. **Duties and Responsibilities**

   a. Deputy Commandant of Professional Development (PRODEV). The ultimate responsibility for the safe and successful conduct of all diving related operations rests with PRODEV. PRODEV will:

      (1) Establish Diving Critical Information Requirements (CCIR) associated with diving operations, enclosure (4).

      (2) Will personally approve any breath-hold dives. Pre-evolution briefs in preparation for a breath-hold dive must include the final end-state for the breath-hold dive.

      (3) Be briefed by the USNA Diving Officer to confirm planning and risk management complies with the command’s Operational Risk Management (ORM) outlined in reference (c), and are sufficient to safely conduct diving operations. The length and scope of the brief is scalable commensurate with the complexity of the dive, experience of personnel, and the status of applicable equipment. Standard Operating Procedures (SOP) are acceptable to meet the briefing requirement, but shall be approved by PRODEV in Section 7 of the USNA Dive Bill or in writing prior to the evolution.
b. Command Diving Officer. A qualified Navy Diver Chief Petty Officer (NEC M1DV) or above shall be designated in writing as the USNA Diving Officer per enclosure (1). The Command Diving Officer is ultimately responsible to PRODEV for safe and proper diving practices in all diving operations carried out by the USNA Dive Locker and provides overall supervision of diving operations, ensuring strict adherence to procedures and precautions. The USNA Diving Officer must:

(1) Notify PRODEV each Friday of the following week’s planned diving operations. Report emergent diving operations not previously planned as they occur.

(2) Notify PRODEV of any CCIR per enclosure (4).

(3) Notify chain of command personnel of diving operations as directed for planning purposes.

(4) Act as the principal advisor to the PRODEV on diving matters.

(5) Be thoroughly familiar with all current diving techniques and applicable directives.

(6) Execute Dive Jump Reporting System (DJRS) requirements in accordance with references (a) and (b).

(7) Verify submissions to the DJRS online program are up to date for all dive qualified personnel assigned to USNA.

(8) Schedule and coordinate technical diver and advanced diving supervisor training as required.

(9) Coordinate scheduling and requests for periodic requalification dives from NDW.

(10) Coordinate scheduling and requests for diving support from NDW and OGAs.

(11) Implement the personal qualification standards (PQS) program contained in references (d) and (g), and oversee the continued education, physical fitness, and training for all diving personnel.

(12) Properly maintain all diving and support equipment and ready for use. Immediately report information about equipment deficiencies to the responsible technical agencies through the Failure Analysis Report system in accordance with chapter five of reference (a).

(13) Report all diving related mishaps through the Risk Management Information (RMI) system in accordance with chapter five of reference (a).

(14) Report diving related mishaps to Waterfront Readiness Duty Officer (WRDO), Naval Academy Duty Officer (NADO), Director Waterfront Readiness Department (WFRD), Waterfront Readiness Safety Officer and PRODEV.
(15) Ensure the submission of Hazard Reports on hazards and near-mishaps that do not warrant submission of a Safety Investigation Report in accordance with chapter five of reference (a).

c. All Diving Supervisors. A qualified Navy Diver (Navy Enlisted Classification (NEC) M1DV or M2DV) shall be designated in writing as a Self-Contained Underwater Breathing Apparatus (SCUBA) Diving Supervisor per enclosure (2). Diving Supervisors must:

(1) Obtain permission from the WRDO prior to commencing diving operations.

(2) Complete Diving Safety Checklist, enclosure (5) or (6) as applicable, and required Tag-outs in accordance with reference (i) and (j) prior to commencing diving operations on any Yard Patrol (YP) craft or small craft.

(3) Verify diver tags are signed by Repair Activity on the Tagout Record Sheet prior to commencing diving operations. Once diving operations have been verified complete, sign for Repair Activity on the Tagout Record Sheet to authorize Ship’s Force (SF) clearance of danger tags.

(4) Conduct ORM Assessment each diving day and/or change in mission per reference (c).

(5) Ensure pre-departure preparations are complete to include personnel and equipment.

(6) Formulate a dive plan and determine the appropriate equipment and personnel requirements.

(7) Conduct mandatory dive brief prior to all dives conducted at USNA.

(8) Be responsible for the performance of the dive team and the safe execution of the dive plan.

(9) Inventory all controlled equipment prior to departure, daily during operations, and upon return to the Command.

(10) Report all dives in Air Force Safety Automated System RMI within 24 hours per reference (b).

(11) Complete all pre and post dive maintenance and recorded in the Maintenance and Material Management Program and SKED via Work Center Supervisor.

(12) Provide all required reports expeditiously.

d. Individual Divers. Each diver is responsible for maintaining diver qualifications, ensuring they are physically and mentally prepared before diving, and must notify the Diving Supervisor if suffering from any illness or other problems. Individual Divers must:
(1) Account for the security of issued personal diving gear and ensure gear is in good repair and ready for use at any time.

(2) Review Diving Safety Lines and Address Indicator Group (AIG) 239 messages to keep abreast of the latest changes in the diving field.

(3) Log individual dives and report in accordance with the procedures outlined in reference (a) and (b).

e. Diving Supervisor Limitations.

(1) USNA Diving Officer. Designated to supervise SCUBA diving to a maximum depth of 130 feet of sea water (FSW) planned no-decompression dives only. Authorizations to dive to 190 FSW are explicitly prohibited.

(2) SCUBA Diving Supervisor. SCUBA supervisors are qualified to supervise SCUBA dives to a maximum depth of 130 FSW planned no-decompression dives only. Authorizations to dive to 190 FSW are explicitly prohibited.

9. ORM. An ORM is a decision-making tool used to increase operational effectiveness by anticipating hazards and reducing the potential for loss, thereby increasing the probability of successful operations.

a. Formally train a Chief Petty Officer in the Dive Locker and designate in writing as an ORM Assistant, in accordance with reference (c).

b. USNA Dive Locker personnel will follow all ORM guidance in accordance with reference (c). Generate Risk Assessment Forms through Joint Army Risk Assessment Tool via reference (h) and signed by the evolution supervisor, or higher as required prior to commencing diving operations. An overall residual risk level resulting in a “High” or “Extremely High” requires PRODEV to sign as the final signature on the Risk Assessment Form. A Risk Assessment Form must be completed for each high-risk mission and included in the supervisor’s brief at least daily and whenever there is a change to any of the following:

(1) Risk factor.

(2) Probability of an incident.

(3) Severity of an incident.

(4) Risk mitigation technique or tactic.

(5) Change in mission.

c. Retain all Risk Assessment Forms in the Dive Locker ORM binder for three years and each binder must be audited in accordance with reference (c).
10. **Emergency Hyperbaric Treatment Protocol.** The nearest hyperbaric recompression chamber from USNA is located at University of Maryland Medical Center, R Adams Cowley Shock Trauma Center: Center for Hyperbaric Medicine, 22 South Green Street, Baltimore, Maryland and can be reached at (410) 328-1234 or (410) 328-6152. To arrange for ground transportation, contact Federal Fire Department at (410) 293-3333. To arrange for air transportation, contact Maryland State Police at (800) 468-5090. The aforementioned hyperbaric chamber is authorized to be used as a Level III chamber in accordance with this instruction and reference (a) provided the following conditions:

a. The USNA Diving Officer will conduct a hyperbaric chamber survey every 12-18 months, utilizing the Non-U.S. Navy Recompression Chamber Checklist and enclosed guidance found at https://secure.supsalv.org under the “00C3 Diving” heading. The completed survey must be kept on file in the Diver Emergency Action Plan Binder for not less than two years.

b. If the chamber fails to survey as a safe and operational Non-Navy Certified Chamber in the opinion of the USNA Diving Officer, then the aforementioned chamber is not authorized to be used as a Level III chamber.

c. The USNA Diving Officer will make best efforts to establish and maintain a Memorandum of Agreement (MOA) between the hyperbaric facility and PRODEV. The purpose of the MOA is to clearly establish roles and responsibilities for both parties during a hyperbaric treatment of a diving related disorder. The lack of a current MOA does not otherwise prohibit the use of the facility.

11. **Special Dive Considerations**

a. Diving Operations and planning. Diving personnel will utilize reference (a) and other applicable directives when formulating a plan to conduct diving operations. Use enclosure (3) through (7) as a guide to plan and execute diving operations.

b. The use of a SCUBA diving octopus second stage regulator is mandatory for all USNA diving operations.

c. Breath-hold Diving. Breath-hold diving includes the practice of taking two or three deep breaths prior to the dive. The diver will terminate the dive and surface at the first sign of the urge to breathe. Hyperventilation (excessive rate and depth of breathing prior to a dive, as differentiated from two or three deep breaths prior to a dive) will not be practiced because of the high possibility of causing unconsciousness under water. Breath-hold diving is a dangerous practice that may lead to unconsciousness and death and must be limited to operations and training that cannot be effectively accomplished with an Underwater Breathing Apparatus (UBA), such as shallow water inspections, object recovery, and obstacle clearance.

(1) Specifically precluded from the oversight of this instruction is breath-holding associated with pool operations for confidence drills, in-water obstacle courses, etc., which are covered within the guidance for pool operations, Navy ORM, and high-risk training, regardless
of where the pool is located or if the individual executing the evolution is a qualified diver or not.

(2) Breath-hold diving will be supervised by a qualified Diving Supervisor and the breath-hold diver(s) must be tended where practical. ORM, dive briefs, and emergency action plans must include the final end state for the breath-hold dive. Breath-hold mishaps and near-mishaps during authorized operations, involving personnel qualified as Navy Divers in any capability, are deemed diving incidents and must be reported as such. Any breath-hold diving will be approved by PRODEV.

d. Exceptional Exposure. Exceptional exposure dives are those dives in which the risk of decompression sickness, oxygen toxicity, and/or exposure to the elements is substantially greater than on normal working dives. These exceptional exposure schedules are intended to be used only in emergencies such as diver entrapment. Exceptional exposures should not be planned in advance except under the most unusual operational circumstances. Prior Chief of Naval Operations approval for such diving is required. Exceptional exposure dives are defined by the required decompression time for the decompression mode selected. Dives that qualify as exceptional exposure dives are delineated in reference (a).

e. Cold Water/Ice Diving. The USNA Dive Locker is not equipped to conduct diving in water temperatures at or below 37 degrees Fahrenheit. Cold Water/Ice Diving is prohibited.

f. Warm Water Diving. If diving in water temperatures exceeding 88 degrees Fahrenheit, follow guidelines in accordance with reference (a).

g. Emergent Dives. If the need for an emergent dive arises, a USNA qualified Diving Supervisor will make notifications to WFRD, NADO, WRDO and PRODEV.

h. Single Closure to Sea. Anytime there are less than two boundaries (ship’s sea chest closure valve, internal sealing blank installed immediately after the internal piping or watertight boundary is opened, and/or an external cofferdam, patch, or plug) in place, the ship and repair activity must accept the additional requirements associated with single valve protection. This includes the brief periods of time between opening the piping and installing an internal sealing blank and between removing the internal blank and replacing the repaired component. If single valve protection is required on a YP Craft, follow strict guidance in accordance with reference (k) and complete enclosure (7).

i. Dives involving craft where tag-out is not applicable. When performing underwater maintenance on craft (e.g. barges, floating cranes, sail boats and small boats) where there are no SF or insufficient SF assigned to hang tags in accordance with reference (j), the Diving Supervisor will coordinate with the Coxswain and/or Vessel Supervisor and complete enclosure (6).

12. Requalification Dives for Non-USNA Military Divers. Military Divers are active duty and reserve military personnel and civilian employees of the DOD, who have successfully completed formal training and achieved at least initial accession training in one or more military diving
systems at a U.S. military diving school. Periodic requalification dives for Non-USNA Military Divers are authorized to be conducted by qualified USNA SCUBA Diving Supervisors in accordance with references (a), (d), (e), and (f) and the following additional conditions:

a. Military Divers must present no-cost Temporary Active Duty orders to USNA for purpose of requalification dives and current dive physical to the USNA Diving Supervisor in charge every dive mission.

b. Dives will be conducted in a training pool or tank.

c. USNA diving equipment must be exclusively used, not to include Diver personal gear issue such as wetsuit, fins, mask, watch, and knife.

d. Only USNA Navy Divers are authorized to and will conduct all pre and post-dive maintenance actions.

13. Diver Personal Gear Issue (PGI). In accordance with reference (a) divers need some form of protection from cold water, heat loss during long exposure in water of moderate temperature, chemical or bacterial pollution in the water, electrical shock from shipboard systems, and from the hazards posed by marine life and underwater obstacles. Wet suit, semi-dry suit, or a dry suit with or without thermal underwear will provide the required protection.

a. Wet, semi-dry, or dry suits can be worn with hoods, gloves, boots, fins, or hard-soled shoes depending upon conditions. If the diver will be working under conditions where the suit may be easily torn or punctured, such as underwater ships husbandry, search, salvage, or pier inspections, the diver must be provided with additional protection such as coveralls or other suitable chafing gear.

b. Upon check in to the USNA Dive Locker, each qualified Navy Diver will be issued the following PGI for diving operations in accordance with reference (a). Administrative remarks acknowledging receipt will be entered into their individual training jackets.

(1) Semi-dry or 7mm wetsuit according to diver’s comfort in cold water diving.

(2) Suitable Wetsuit according to diver’s comfort in moderate temperature diving.

(3) Suitable diver comfort wetsuit booties, gloves, and hood.

(4) Mask, snorkel, knife, wrist watch, and fins.

(5) Coveralls, chafing gear, and gloves.

(6) Extreme cold weather gear for topside support and small boat operations.

14. Training. An aggressive diver training program is essential in providing safe, professional diving services to the Fleet. The foundation of the USNA diver training program is the Military
Diver PQS detailed in references (d) and (g). This PQS emphasizes a hands-on experience approach to individual operations and is reinforced with formal diver classroom training. Diver training will be conducted as follows:

a. All training recorded by the Dive Locker Training Petty Officer.

b. Weekly classroom or operational training.

15. Records Management. Records created as a result of this instruction, regardless of media or format, must be managed per Secretary of the Navy Manual 5210.1 of September 2019.

16. Review and Effective Date. Per OPNAVINST 5215.17A, the DWS Coordinator will review this instruction annually on the anniversary of the effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or canceled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manuel 5215.1 of May 2016.

Releasability and distribution: This instruction is cleared for public release and is available electronically via the USNA Commandant Web Page, https://www.usna.edu/Commandant/comdinst.php
LETTER OF DESIGNATION AS USNA DIVING OFFICER  
[SAMPLE]

(Document Number)  
(Date)  

From: Commandant of Midshipmen, U.S. Naval Academy  
To: Rate (Warfare Qualifications) Last Name, First Name, MI, USN  

Subj: LETTER OF DESIGNATION AS USNA DIVING OFFICER  

Ref: (a) SS521-AG-PRO-010, U.S. Navy Dive Manual, Current Revision  
(b) COMDTMIDINST 3150.1  

1. In accordance with reference (a) and (b), and having fulfilled the qualification prerequisites of reference (b), you are hereby designated as Diving Officer for U.S. Naval Academy, Division of Professional Development. In the conduct of your duties, you will be guided by references (a) and (b) and other directives issued by competent authority.  

2. This qualification reflects my confidence in your professional ability and judgment and carries with it the responsibility for the safety and performance of your assigned dive crew and other personnel.  

3. Congratulations on a job “Well Done!”  

R. B. JOHNS  
By direction  

Enclosure (1)
LETTER OF DESIGNATION AS SCUBA DIVING SUPERVISOR

From: Commandant of Midshipmen, U.S. Naval Academy
To: Rate (Warfare Qualifications) Last Name, First Name, MI, USN

Subj: DESIGNATION AS SCUBA DIVING SUPERVISOR

Ref: (a) NAVEEDTRA 43910, Current Revision
     (b) COMDTMIDINST 3150.1
     (c) NAVSEA SS521-AG-PRO-010, U.S. Navy Diving Manual, Current Revision
     (d) NAVSEAINST 3150.1B

1. Per reference (a) through (d), you are hereby designated as a U.S. Naval Academy SCUBA
   (Mode) Diving Supervisor. As a Diving Supervisor you must:
   
   a. Be responsible for personnel assigned to you from the time diving equipment is mobilized to
      the time the equipment is properly stowed. The scope of your responsibility will include all
      personnel and equipment leveraged in support of a given dive or series of dives.
   
   b. Review and familiarize yourself with references (b) through (d) and all active Diving
      Advisories.
   
   c. Diving Supervisors may maintain proficiency through direct engagement in dive station
      casualty drills, curriculum development, classroom instruction, practical events, and Operational
      Risk Management surveillances.

2. You shall immediately suspend diving operations and report issues to the Deputy Commandant
   for Professional Development per references (b) and (c) in the event any unsafe conditions arise.

3. The following constraints/restraints are in effect:
   
   a. No dives deeper than 130 feet of sea water.
   
   b. No dives in water temperatures at or below 37 degrees Fahrenheit.

4. This designation will remain in effect until terminated, when you are properly relieved, or
   transferred from the date this Letter of Designation was signed, whichever occurs first.

5. You have earned a significant qualification by establishing the confidence of the chain of
   command in your knowledge and judgment. Your position as a Diving Supervisor brings with it great
   responsibility.

R. B. JOHNS
By direction

Enclosure (2)
EMERGENCY ACTION PLAN

CALL FOR TRANSPORTATION
a. USNA FEDERAL FIRE AMBULANCE / EMERGENCY RESPONSE
   (1) (410)-293-3333 (Medical, Police, and Fire Dispatch)
b. MEDVAC HELICOPTER
   (1) Maryland State Police
   (2) (800)-468-5090
   (3) Will land at pre-designated USNA field.
   (4) Approximately 20 minutes from dispatch to patient load

MEDICAL TREATMENT FACILITIES
a. NEAREST HYPERBARIC RECOMPRESSION CHAMBER
   (1) Univ. of Maryland Medical Center
      R Adams Cowley Shock Trauma
      Center for Hyperbaric Medicine
      22 South Green Street
      Baltimore, MD 21201
      Main Line (24 Hours) (410)-328-1234
      Chamber Room (Not 24 Hours) (410) 328-6152
b. EMERGENCY ROOM
   (1) Anne Arundel Medical Facility
      2001 Medical Parkway
      Annapolis, MD 21402
      (443) 481-1000

NOTIFY CHAIN OF COMMAND
a. Water Front Readiness Duty Officer (WRDO): (410) 320-9716
b. U.S. Naval Academy Duty Officer (NADO): (443) 569-2180
c. Deputy Director WFR: (410) 293-9139
d. Director WFR: (410) 293-9009
e. Deputy Commandant DIVPRODEV: (410) 293-6002

EMERGENCY CONSULTATION
Duty Phone Numbers 24 Hours a Day
a. Navy Experimental Dive Unit (NEDU)
   (1) (850) 230-3100
   (2) (850) 234-4351
b. Navy Diving Salvage and Training Center (NDSTC):
   (1) (850) 235-5218 Medical Department
   (2) (850) 625-2259 Diving Medical Officer (DMO)
   (3) (850) 596-8235 Command Duty Officer (CDO)
c. U.S. Naval Academy DMO
   (1) (410)-293-2273 Duty Health Care Line 0630-1800, 7 days a week (Ask to speak to
      the DMO for Diving Emergency)
   (2) (410) 293-1758 Brigade Medical after 1800 (Ask to speak to the DMO for Diving
      Emergency)

OTHER CONTACT INFORMATION (Assistance with Lost Diver)
a. Anne Arundel Emergency Dive Team: 911

MINIMUM INFORMATION REQUIRED FOR USNA LOCAL AND REGIONAL
OPERATIONS, MAY BE MODIFIED TO INCLUDE ADDITIONAL INFORMATION

Enclosure (3)
COMMANDER’S CRITICAL INFORMATION REQUIREMENTS (CCIR)

IMMEDIATE PRODEV NOTIFICATION

1. Death or serious injury to any service member.
2. Tasking from higher authority or request from other service/organization that may result in a tasking for DIVPRODEV.
3. ANY diving injury sustained by diving personnel.
4. ANY diving related mishap.
5. Diving operations that resulted in decompression.
6. Diving operations where the normal working limits of the rig will be or are exceeded.
7. ANY treatment of a diving related illness in a hyperbaric recompression chamber.
8. ANY incident requiring an operational report or reporting to higher authority.
9. Loss or compromise of sensitive/classified information or equipment.
10. Missing, lost, stolen, or recovered material in excess of $10,000.
11. Unplanned degradation of Dive Locker readiness.

NEXT MORNING PRODEV NOTIFICATION

1. Any change in Dive Locker readiness other than that requiring immediate notification.
2. Missing, lost, stolen, or recovered material in excess of $2500.

I WOULD RATHER BE OVER-INFORMED THAN NOT INFORMED AT ALL. WHEN IN DOUBT, NOTIFY ME.
YARD PATROL CRAFT DIVING SAFETY CHECKLIST

1. CRAFTMASTER/SENIOR CRAFTMASTER will:
   
a. Ensure all precautions listed in the following paragraphs have been properly accomplished and must be adhered to while diving operations are in progress. The Diving Supervisor must be informed immediately of any changing conditions or projected operations that may affect diving operations.

   b. Ensure no drills are conducted on board that would impede the efficiency of diving operations or jeopardize diver safety.

   c. Grant permission to commence diving operations.

   d. Mooring lines must not be adjusted.

   e. Anchors and anchor chain must not be manipulated during diving operations.

   f. Ensure small boats and craft are kept clear of the diving operations.

   g. Display Code ALPHA on the OUTBOARD yardarm.

   h. Before and during diving operations, pass the word listed at the end of this enclosure.

   i. Ensure no shipboard evolutions will be conducted in the vicinity of the divers' working area or inside the safe distance surrounding the diving area (designated by the Diving Supervisor).

CRAFTMASTER/SENIOR CRAFTMASTER
SIGNATURE: ______________________
Time/Date: ______________________

2. CRAFT ENGINEER/CHIEF ENGINEER will:
   
a. Ensure all equipment/machinery indicated below are secured and Danger-Tagged.

   TAG OUT SERIAL # ______________________

   TAG OUT PER Wrinst 3501.2 (SERIES) for the following items:
   - Rudder - Underway electrical equipment
   - Emergency generators - Sea suctions
   - Sea discharges - Anchor(s) Windlass & Brake
   - Garbage disposal unit - Sanitary tanks

   b. List below the status of operation and standing equipment having seawater suctions or discharges.

   EQUIPMENT ______________________ LOCATION ______________________ SUCTION/DISCHARGE GPM ______________________

   c. Ensure all suctions and discharges within 50 feet of the divers' working area are Danger Tagged.

   d. Provide blank flange, if required.

   DANGER TAGGED EQUIPMENT OR SHIPBOARD DRILLS MUST NOT BE CHANGED OR CLEARED WITHOUT THE DIVING SUPERVISOR'S AUTHORIZATION

Enclosure (6)
3. ONBOARD DIVER SAFETY CHECK OFF TECHNICIAN (NAVEDTRA 43910 SERIES) will:
   a. Personally sight all applicable danger tags, verify correctness, and sign for Repair Activity on the Danger Tags and Tagout Record Sheet.
   b. Ensure the YP craft(s) and YP basin's Communications Watch has a copy of Passing the Word.
   c. Ensure the ship is Danger Tagged and ready to dive within the 30-minute time frame or contact the Diving Supervisor if unable to accommodate.

4. DIVING SUPERVISOR will:
   a. Contact YP basin Communications Watch and specific YP Craft receiving diving services to pass the word to commence diving operations and every 15 minutes thereafter. Pass the following:

   “There are divers working over the side. Secure all boat movement within a 50-yard radius. Do not operate any equipment, rotate screws, cycle rudders, take suction from or discharge to the sea, or activate sonar or any underwater electrical equipment without first checking with the Diving Supervisor.”

   b. Upon completion of diving operations, notify the Repair Officer and Craftmaster/Senior Craftmaster. Brief the Craft Engineer/Chief Engineer.
   c. Pass the word that diving operations: “Diving operations are completed, normal and routine work may be carried out per previous instructions.”
   d. Sign the Tagout Record Sheet as Repair Activity for work complete, authorizing clearance of Diving Tags.
SMALL CRAFT DIVING SAFETY CHECKLIST

1. Coxswain/Vessel Supervisor will:
   a. Ensure all precautions listed in the following paragraphs have been properly accomplished and must be adhered to while diving operations are in progress.
   b. Inform the Diving Supervisor immediately of any changing conditions or projected operations that may affect diving operations.
   c. Ensure no drills are conducted on board that would impede the efficiency of diving operations or jeopardize diver safety.
   d. Grant permission to commence diving operations.
   e. Ensure mooring lines are not be adjusted.
   f. Ensure anchors and anchor chains are not manipulated during diving operations.
   g. Ensure small boats and craft are kept clear of the diving operations.
   h. Ensure no evolutions will be conducted in the vicinity of the divers' working area or inside the safe distance surrounding the diving area (designated by the Diving Supervisor).
   i. Remain on-board the vessel while diving operations are being conducted and will be the only person on-board to ensure equipment status is not changed.

2. COXSWAIN/VESSEL SUPERVISOR WILL VERIFY THE FOLLOWING ITEMS ARE DEENERGIZED:
   - Rudder
   - Underwater electrical equipment
   - Emergency generators
   - Sea suctions
   - Sea discharges
   - Anchor(s) Windlass & Brake
   - Sanitary tanks
   - Batteries

COXSWAIN/VESSEL SUPERVISOR:
SIGNATURE: 
Time/Date: 

EQUIPMENT STATUS MUST NOT BE CHANGED WITHOUT THE DIVING SUPERVISOR’S AUTHORIZATION

4. DIVING SUPERVISOR will:
   a. Contact YP basin Communications Watch to notify commencement of diving operations.

COMMENCE DIVING - DIVING SUPERVISOR
SIGNATURE: 
Time/Date: 

   a. Pass the word that diving operations: “Diving operations are complete, normal and routine work may be carried out per previous instructions.”

DIVING COMPLETE - DIVING SUPERVISOR
SIGNATURE: 
Time/Date: 
AUTHORIZATION FOR SINGLE BARRIER / VALVE ISOLATION

Date

Subj: PROVIDE NOTIFICATION OF SINGLE BARRIER / VALVE ISOLATION REQUIREMENT AND PROVIDE PRECAUTIONARY PROCEDURES TO BE EMPLOYED DURING REPAIRS/ALTERATIONS TO SEACONNECTED SYSTEMS.

Ref: (a) OPNAVINST 3120.32

1. The procedures involved in this repair/alteration will subject the affected area to a flooding hazard during the time the repair is being accomplished. The purpose of this notification is to outline the responsibilities for precautionary measures placed upon the divers and the YP while the repairs/alterations are in progress.

2. System: The repairs/alterations to be accomplished to the following system:
   Component/Space ____________________________

3. Prior to Commencing work, Waterfront Readiness must provide:
   a. A procedure has been developed by the WFR Repair Officer and approved by WFR Director.
   b. The sequence of repairs to be accomplished, including drawings of the system and valve locations. The proposed system isolation must be discussed and mutually agreed upon between the Dive Supervisor, Repair Officer and Director of Waterfront Readiness.
   c. Identify possible hazards of single valve isolation failure. __________________
   d. Expected start ______________ and completion ______________ for single valve isolation evolution.
   e. Watertight boundaries have been defined, sighted, tagged out and verified. __________________

4. During the period of this repair, the following minimum precautions are required:
   a. YP CHENG and a Craftmaster (or E7 and above), must be present to verify single valve isolation and breaking of pressure boundary.
   b. YP Ships Force will provide a watch on the affected system and monitor for leaks, etc.
   c. YP Ships Force will maintain appropriate state of damage control readiness.

__________________________________________
YP CHENG          YP Craftmaster          Director WFR/Approval

WFR Repair Officer (RO)/ Notifications made to Waterfront Operations Officer and Director

Enclosure (8)