

PORT DIVING INFORMATION PLAN



ASSOCIATED BRITISH PORTS

PORT DIVING INFORMATION PLAN MARCH 2011

THIS DOCUMENT SATISFIES THE REQUIREMENT OF
NOTE 7 ON THE ASSOCIATED BRITISH PORTS REQUEST
FOR PERMISSION TO DIVE ISSUED JULY 2001

THIS DOCUMENT MAY ALSO BE VIEWED AND
DOWNLOADED FROM THE CARDIFF LPS WEBSITE

www.southwalesports.co.uk

ASSOCIATED BRITISH PORTS

Guidance for those undertaking Diving Operations within
the Port Limits of
Associated British Ports' ports of Newport, Cardiff, Barry,
Swansea and Port Talbot

1. Diving Contractors

i) **Employed by ABP:**

Diving Contractors employed by Associated British Ports to undertake diving operations within the defined port limits of the Ports of Newport, Cardiff, Barry, Swansea and Port Talbot will be required to obtain a Permission to Dive from an Authorised Person in the Harbour Master's Department and a Permit to Dive from an Authorised Person at the port at which the diving operation is to take place.

ii) **Employed by anyone other than ABP**

Diving Contractors employed by anyone other than Associated British Ports must obtain a Permission to Dive from an Authorised Person in the Harbour Master's Department.

It is the responsibility of the company or person hiring the diving contractors to ascertain their competence for the work involved and to control and monitor their activities.

iii) **Standards**

The Diving Contractor **MUST** operate to acceptable standards, which shall be at least to the standard contained in

- **ABP – “Standard Operating Procedures for Contractors”**
(Copy attached)
- **The Diving at Work Regulations 1997 (Appendix C) (Copy Available at Cardiff LPS) and the associated Approved Code of Practice**
- **Commercial Diving Projects Inland/Inshore. (Copy available at Cardiff LPS)**

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2 Application for Permit to Dive

Before being issued with a Permit to Dive, a Diving Contractor **MUST** provide the following information.

- HSE Registration Number
- HSE Diving Certificate numbers for the diving team
- Medical Certificate expiry dates for the diving team
- Location of the project records
- Copy of the diving project plan and associated risk assessments
- Copy of an applicable emergency plan.
- Proof of Valid and sufficient insurance in respect of work to be undertaken
- Equipment maintenance records
- Certificates of Test for equipment being used
- Applicable certificates or licences for any diving support vessel to be used

3 Location of Underwater hazards in the port limits

The locations of underwater hazards in each port, which are known to Associated British Ports, are detailed in the appendices to this diving plan

4 Communication

i) Mobile telephone number

Diving Contractors **MUST** provide ABP with a contact telephone number which can be used **at all times** to communicate with the Diving Supervisor of the diving team.

ii) VHF

Diving support vessels **MUST** monitor the nominated VHF Channel and advise Associated British Ports Marine Control before commencing and on completion of diving operations

5 Temporary Suspension and Completion of Diving Operations

Diving Contractors must ensure that an Authorised Person in ABP is informed when diving operations have been temporarily suspended and again when diving Operations have been completed.

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6 Diving Operations Carried Out By Major Contractors

For major contractors operating in an area handed over to them for the duration of the contracted works, the issuing of Diving Permits **shall** be the responsibility of the major contractor. Before a Permit to Dive is issued by the major contractor Written Permission to Dive **must** be obtained from ABP.

Permission to dive is **NOT** the same as a Permit to work.

7 Permission to Dive

Application for Permission to Dive can be made by:

- a) Completing the Permission to Dive form in person at the applicable Pierhead
- b) Completing the Permission to Dive form in person at Cardiff LPS.
- c) Forwarding a completed Permission to Dive form to the applicable Pierhead by fax or email attachment.
- d) Forwarding a completed Permission to Dive form to Cardiff LPS by fax or email attachment.