



# APPLICATION FOR CERTIFICATION AS SDSC DIVING SUPERVISOR

## Applicant details

Full name		DoB		
Preferred name <sup>1</sup>				
Applicant contact details	Status:            staff                    PG student                    UG student                    volunteer			
	Employer or host institution:			
	Address:			
	Postcode:			
Tel:		Email:		
Referee <sup>2</sup>	Name:			
	Address:			
	Postcode:			
	Tel:		E-mail:	
Signed:		Date:		

1. For name on certification card
2. A diving manager, diving officer, chief diver, or similar, with first-hand knowledge of the candidate's experience and ability in supervising scientific diving operations. Self-verification is not acceptable.

## Certificates<sup>3</sup>

Type	Certification	Authority	Date issued	Expiry date
Diving				
First Aid				
Oxygen administration				
VHF radiotelephony				
Boathandling				

3. Please submit **legible copies** of certificates with your application. Electronic versions are preferred.

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## Evidence for having demonstrated competencies

Competency <sup>4</sup>	How demonstrated	Verified by <sup>5</sup>	Date
Comprehensive working knowledge of relevant decompression tables			
Ability to identify and correct deficiencies and/or omissions in relevant equipment:			
– diving equipment			
– boat equipment			
– first-aid equipment			
Practical ability to:			
– remove an unconscious fully kitted-up diver from the water			
– co-ordinate and/or manage a diving emergency			
– manage a search for a lost diver			
– manage a decompression illness incident			

4. The full list of competencies for diving supervisor is appended to this application form

5. This is normally the referee named above or the lead instructor on a recognized diving supervisor course

## Specimen Diving Project Plan

Please submit a written **diving project plan** for a project of your own choosing, showing a good understanding of risk assessment, decompression and other health considerations, personnel and equipment requirements (to include the use of boats), and emergency procedures.

## Declaration

I confirm that the information given above is, to the best of my knowledge, true and accurate. I agree to the United Kingdom Scientific Diving Supervisory Committee (SDSC) processing and storing these data in digital or paper form. I understand that the SDSC may publish lists of certifications.

**Signed:**

**Date:**

Applications should be sent to:

SDSC Supervisor application, E-mail: [sup.apps@uk-sdsc.com](mailto:sup.apps@uk-sdsc.com)

Electronic submission is preferred. Please e-mail this address to request the postal address for a paper submission, if required

## For SDSC use:

Date application received		Date processed	
Certificate number		Photograph <sup>6</sup>	
Admin fee <sup>7</sup>	<b>£35</b>	Fee received	

6. A recent passport style photograph is required; a digital (JPEG) version is preferred

7. If submitting electronically, payment of application fee should be made by BACS to: SDSC, Sort Code 832604, Account No. 00285588 or IBAN GB26 RBOS 8326 0400 2855 88. Evidence of payment with transaction ID should be submitted with your application. Cheques should be made out to 'SDSC' with 'supervisor application' and name of candidate written on the back.

# Competencies for Diving Supervisor

under the Scientific and Archaeological Diving Projects Approved Code of Practice  
for the Diving at Work Regulations 1997

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To be considered competent to act as Supervisor of diving operations under the Scientific and Archaeological Approved Code of Practice (ACoP), the candidate will:

1. Have a thorough knowledge of the current Diving at Work Regulations and relevant ACoPs, with particular attention to the legal position of the Supervisor within the management structure of a typical scientific diving organisation, and their own responsibilities for the health and safety of the diving operation.
2. Have a knowledge of other relevant legislation.
3. Have a knowledge of diver competencies and certification relating to the personnel that would typically be involved in a diving operation.
4. Demonstrate a comprehensive working knowledge of relevant decompression tables.
5. Be competent to identify deficiencies and/or omissions in relevant:
  - diving equipment;
  - boat equipment;
  - first aid equipment;and take the appropriate action(s).
6. Be able to recognize the signs and symptoms of diving disorders.
7. Be able to undertake a preliminary assessment of a diver suspected of having decompression illness.
8. Know how to manage diving emergencies, providing evidence of knowledge to an acceptable standard of:
  - relevant communications, including VHF radio use (where applicable);
  - first aid, including oxygen administration;
  - casualty evacuation;
  - record keeping.
9. The candidate should present certification to approved standards of training for the above, but an actual assessment of ability should be carried out in all cases.
10. Have demonstrated, to an acceptable standard, a practical ability to:
  - remove an unconscious fully kitted-up diver from the water under realistic operational conditions;
  - co-ordinate and/or manage a diving emergency relevant to operational locations and requiring first aid treatment;
  - manage a search for a lost diver;
  - manage a decompression illness incident.
11. Submit, to an acceptable standard, a written diving project plan for a chosen diving project, showing a good understanding of risk assessment, decompression and other health considerations, personnel and equipment requirements (to include the use of boats), and emergency procedures.

In order to ensure awareness of changes in regulations and recommended practice, competency should be demonstrated at intervals not exceeding 5 years.