

This form is to be used by diving contractors to advise port personnel of proposed diving activities within the harbour. This form is only valid for ONE day and additional forms must be used for EACH day of diving. Diving is NOT to commence until this document has been fully completed.

Filed: TRIM

Section 1: Description of Diving Activity (To be completed by diving contractor)

Name:		Company:	
Date of diving:		Estimated time from:	to:
Description of Diving Activity:			
Reason for Diving:			
Names of all Personnel involved:			
	Do you have emergency response procedures in place?		Y / N
	Do you have valid public liability insurance cover?		Y / N
	Have all of the necessary isolations been carried out?		Y / N
Signature		Date:	

For any dive vessel going within 50m of a ship or wharf, all personnel on board the dive vessel must have completed an EPSL induction and hold a port access card. Diving operations are not to be conducted within 100m of any ships unless under direct written approval by the Harbour Master.

Section 2: Notification of Harbour Master (To be completed by harbour master)

Approval from the Harbour Master must be sought on **9072 3344** or **0417 922 501** at least 24 hours before any diving activity within the port area. The Harbour Master is to be notified immediately prior to divers entering the water and immediately on the completion of that days dive, by either VHF Ch 16 or on the mobile number.

Shipping activity which may impact diving activity:			
Harbour Masters Signature:		Date:	

Section 3: Notification of Port Security Manager (To be completed by security manager)

The Port Security Manager must be notified on **9072 3366** or **0412 456 334** of any diving operations inside the harbour.

Port activity which may impact diving activity:			
Port Security Manager's Signature:		Date:	

Section 4: Port Use Only

The harbour master must notify:	Tick		Tick
Deputy harbour master	<input type="checkbox"/>	Lines boat	<input type="checkbox"/>
Assistant harbour master	<input type="checkbox"/>		
Pilot boat	<input type="checkbox"/>		