

**APPLICATION FOR CROSSOVER TO  
ADAS ONSHORE DIVING SUPERVISOR CERTIFICATION**

To apply for Onshore Diving Supervisor certification, you must:

- Complete all parts (A, B, C, and D) of the enclosed application form;
- Provide a high quality copy of the front and back of your national certification. Divers with existing recognised supervisor certifications may apply for crossover to ADAS onshore certification. Please note that at present ADAS only recognises certifications from the UK (HSE), Canada (DCBC), France (INPP), Norway (PSA), Netherlands (NDC) and South Africa (DOL), but also recognises supervisor qualifications issued by the RAN, RNZN and Australian army.
- Provide copies of your supervisor logbook showing evidence that you have undertaken a minimum of 20 occupational supervisions within the previous 24 months. These logs must show the name and signature of the diving contractor.
- Provide copies of your First Aid qualifications. In order to be compliant with Australian national requirements, occupational divers and supervisors must hold current First Aid; Oxygen Management; and CPR qualifications. Once certified as an ADAS diver or supervisor, it is your responsibility to maintain the currency of these qualifications. You must recertify your First Aid qualification every three (3) years, and must refresh your CPR and Oxygen Management skills every twelve (12) months. CPR and Oxygen Management refreshment can be undertaken with any doctor; First Aid instructor; or Rig Medic.  
Alternatively, if you hold a current Diver Medical Technician (DMT) qualification, this can be used in place of your First Aid qualification, but you must still refresh your CPR and Oxygen Management yearly.
- Provide a high quality copy of the Photo and Identity page of your passport.  
If you do not possess a passport, provide one of the following forms of photo ID:
  - Driver's Licence with photo identification
  - National Identification Card
  - Letter on company letterhead, signed by a senior company representative, verifying that the name and images in the attached photographs are those of the applicant.
- Provide 2 current COLOUR passport style photographs.  
Please do NOT staple through the image area of the photograph. Ensure your picture is sharp and in focus and has been taken against a light, neutral background. Please avoid a heavy or dark background colour.  
Alternatively you may email a JPEG digital head and shoulders image to ADAS.
- Read the attached 'Information Package for Occupational Diving in Australia' and sign and date the attached declaration when you are satisfied that you understand the information.
- **Send Parts A, B, C, D and E and the Declaration (on last page) to ADAS and keep "Conditions of ADAS Certification" and "Information Package for Occupational Diving in Australia".**
- Include the appropriate fee in Australian dollars. You may pay by credit card (Visa or MasterCard); EFT; Money Order; or Cheque (made payable to 'ADAS') (see Part D for details).
- **Post your application to:**  
**ADAS**  
**526 Duncan Rd**  
**Dunoon NSW 2480 Australia**

**Contact details for ADAS are:**      Email: [admin@adas.org.au](mailto:admin@adas.org.au)      Web: [www.adas.org.au](http://www.adas.org.au)  
Phone: (+61) (0) 2 6689 5656      Fax: (+61) (0) 2 6689 5657

*To assist with ongoing communication, please ensure that you provide ADAS with your email address and mobile phone number and advise ADAS of any change in address or contact details.*

**Please Note:**

- ADAS certificates remain current for 5 years, unless otherwise stated. After that time, licence holders must apply for renewal of their certification based on demonstration (by log book evidence or equivalent) that they have remained competent at the level for which they are applying.
- The ADAS card is only valid whilst the licence holder concerned possesses a valid occupational diving medical certificate issued and signed by a trained hyperbaric doctor. (See ADAS website for details)
- The ADAS card is also only valid when the licence holder concerned is complying with the requirements of the relevant state, territory or national legislation, codes or standards concerning the conduct of diving operations.
- Attached are the conditions for maintaining ADAS certification. Please ensure that you read the document which details your responsibilities as an ADAS licence holder and the conditions upon which your certification is dependant.

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**PART A - PERSONAL DETAILS**

Family Name \_\_\_\_\_

Given Names \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Nationality \_\_\_\_\_

Permanent Address \_\_\_\_\_

\_\_\_\_\_

Suburb/City \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Country \_\_\_\_\_ Telephone – Hm ( ) \_\_\_\_\_

Business ( ) \_\_\_\_\_ Mobile \_\_\_\_\_

Fax ( ) \_\_\_\_\_

Email address \_\_\_\_\_

Address to which card should be sent (if different to above) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Country \_\_\_\_\_

**ADAS Internal Use Only**

ADAS Number: \_\_\_\_\_

Onshore Sup 1 2 3

Aquaculture Sup \_\_\_\_\_

Other \_\_\_\_\_

Restrictions: Y / N

Approved: Y / N

Amount Paid \$ \_\_\_\_\_

Paid by  
CC / MO / CHQ / EFT / ATE

Invoice Number \_\_\_\_\_

Date Processed: \_\_\_\_\_

Date Sent: \_\_\_\_\_

Comments: \_\_\_\_\_

**ADAS USE ONLY**  
PASTE PHOTOGRAPH  
OF APPLICANT HERE

**PART B - APPLICATION DETAILS**

| Certification             | Please tick certification for which you are applying:                    | ✓ | Cost per Certification |
|---------------------------|--|---|------------------------|
| <b>Onshore Supervisor</b> | Occupational SCUBA to 30m (Part 1 only)                                  |   | \$ 450 AUD             |
|                           | Occupational SSBA to 30m (Part 2 only)                                   |   | \$ 450 AUD             |
|                           | Occupational SCUBA to 30m AND<br>Occupational SSBA to 30m (Part 1 and 2) |   | \$ 450 AUD             |
|                           | Occupational SSBA to 50m (Part 3 only)                                   |   | \$ 450 AUD             |
|                           | Occupational SCUBA to 30m AND<br>Occupational SSBA to 50m (Part 1 and 3) |   | \$ 450 AUD             |
|                           | Aquaculture Supervisor (for seafood industry diving only)                |   | \$ 450 AUD             |
|                           | <b>TOTAL</b>   |   |                        |

**NOTE:** Scuba Supervisor Certification will only be awarded to applicants who have demonstrated compliance with the relevant entry requirements of AS2815.5 and who have been assessed as meeting the specific scuba supervisor competencies of that standard. Certification for Occupational SCUBA and Occupational SSBA can be awarded separately.

1. ADAS member number: \_\_\_\_\_
2. ADAS Part currently held: \_\_\_\_\_
3. ADAS certification date of expiry: \_\_\_\_\_
4. Method of application

**Please tick ✓**

- Crossover from International
- Crossover RAN/Army supervisor

**A copy of the front and back of your current certificate must be included with the application form.**

5. Training Establishment at which Supervisor training course was completed \_\_\_\_\_  
\_\_\_\_\_
6. Current (gained within 3 years) First Aid qualification held:  
\_\_\_\_\_ Issue date: \_\_\_\_ / \_\_\_\_ /20
7. Current (gained within 12 months) Oxygen Management and CPR qualifications held:  
\_\_\_\_\_ Issue date: \_\_\_\_ / \_\_\_\_ /20

**NB: Oxygen Management and CPR are to be issued within the previous twelve (12) months of application date.**

**If Oxygen Management and CPR qualifications are not held, attach a *Letter of Confirmation* stating you have undertaken a *Current Proficiency Assessment*. This assessment can be performed by any competent person including: a Doctor; a Rig Medic; or a First Aid instructor. The *Letter of Confirmation* is to be signed by the assessor and written on letterhead paper. Please contact ADAS for assessment guidelines if required.**

8. Please attach to this form any additional documentation/information provided in support of your application, including copies of your logbook showing 20 supervisions undertaken within the previous 24 months.

**PART C - PAYMENT DETAILS**

|                                     |  |  |
|-------------------------------------|--|--|
| <input checked="" type="checkbox"/> | <b>Please indicate what method of payment you are using.</b>   |  |
|                                     | <u>Cheque, money order, draft or international bank cheque</u>   | Please attach cheque, money order, draft or international bank cheque.   |
|                                     | <u>Credit Card</u><br><b>NOTE:</b><br><b>Visa or MasterCard only</b>   | Card number: _____<br>Date of expiry: ____ / ____<br>Name on card: _____   |
|                                     | <u>EFT Transfer:</u><br><b>Account Name: ADAS</b><br>Bank: National Australia Bank<br><b>BSB: 082 707</b><br><b>Account No: 55764 9982</b><br>Swift code: NATAAU3302S<br>Physical Address of Bank:<br>138 Molesworth Street,<br>Lismore NSW 2480 AUSTRALIA | To help us identify your payment, please quote your <b>Name and ADAS Certificate Number</b> in the <i>Transaction Description</i> area of your internet banking webpage when doing an electronic transfer into the ADAS account.<br>Date of transfer: _____<br>Reference number: _____ |

Note: ADAS has policies for declined credit cards/dishonoured cheques. Declined credit cards will incur a fee of \$10. In the case of dishonoured cheques, an automatic fee of \$15 will be charged to recover the fee charged by our bank and office time in handling the issue

**PART D - DECLARATION OF APPLICANT**

I, (Name of Applicant) \_\_\_\_\_, of

(Address of applicant), \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

do solemnly and sincerely declare that the photographs are true and current images of myself, the applicant, and that all documents and information provided are specific to myself, and are true and correct. I understand and agree to abide by the conditions set out in the attached document “Conditions of ADAS Certification”.

I have read and understood the material provided by ADAS outlining the occupational health and safety provisions relating to Australia (attached). I understand that the information is for guidance only and may not be current. I acknowledge that it is my personal responsibility to ensure that I am aware of and abide by all applicable legislation.

I understand that in making this application for ADAS certification, I am certifying that I am current in the practical and theoretical skills and knowledge relevant to my level of ADAS certification as identified in the Australian Standard AS 2815 *Training and certification of occupational divers - Part 5: Dive Supervisor*.

I also understand that I may be required to demonstrate to ADAS by the provision of log book and other relevant equivalent evidence how those relevant skills and knowledge have been maintained.

(Signature of applicant) \_\_\_\_\_

**Please complete this checklist to ensure that all requirements are completed**

| <b>Required</b>   | <b>Please tick ✓</b>     |
|---|--------------------------|
| Completed application (Parts A, B, C, and D)  | <input type="checkbox"/> |
| High quality copies of front/back page of certification being crossed over from                 | <input type="checkbox"/> |
| Evidence of 20 occupational diving supervisions within the previous 24 months                   | <input type="checkbox"/> |
| High quality copy of First Aid certification  | <input type="checkbox"/> |
| High quality copy of Oxygen Management and CPR certification OR <i>Letter of Confirmation</i>   | <input type="checkbox"/> |
| High quality passport photos of applicant   | <input type="checkbox"/> |
| High quality copies of Photo and Identity page of your passport, or acceptable alternative      | <input type="checkbox"/> |
| Signed Declaration of Understanding (on page 16 of Information Package supplied with this form) | <input type="checkbox"/> |
| Payment in Australian dollars   | <input type="checkbox"/> |

**THE FOLLOWING PAGES ARE TO BE RETAINED BY THE APPLICANT**

### **Conditions of ADAS Certification**

ADAS certification is awarded to persons who demonstrate that they meet the competencies detailed in the relevant ADAS Competence Standard. ADAS certification brings with it a number of responsibilities. The following provisions are based on the recognition that ADAS certification is conditional upon the accredited person operating safely and sensibly within the law at all times, or where there is no specific legislation, in compliance with recognised standards and/or codes of practice. These measures are designed to ensure that the present high level of professional standing of ADAS and ADAS Certificate holders is maintained.

#### **Basis of Certification**

- ADAS certification is awarded on the basis that the holder of certification must operate in compliance with relevant legislation and/or standards. **Certification may be suspended or cancelled if holders of certification are proved to be operating unsafely or illegally.**
- ADAS Certificates of Competency are only valid for diving if divers are certified “medically fit to dive” in accordance with AS/NZS 2299.1 (1999) or approved international equivalent and are in possession of an Occupational Diving Medical Certificate issued by a medical practitioner trained in underwater medicine by an organisation acceptable to ADAS. This condition does not apply to ADAS certification for Diving Supervisors, Life Support Supervisors, Life Support Technicians, etc, when those persons are not required to dive.
- Certification, other than Diver Medical Technician which is for 3 years, is for five years from date of issue. After that time, persons must apply for renewal of their certification based on demonstration of continued proficiency at the level of competency for which they are certified.
- Certification will be renewed on the basis of the applicant certifying that he/she has retained their operating competency over the previous period of certification. Applicants must be able to establish on request by ADAS (eg, by log book and/or similar evidence demonstrating current practice in diving and/or other relevant activities) how the relevant skills and knowledge identified by ADAS in the relevant ADAS Competence Standard have been maintained.
  - **As a minimum, this will generally be held to be the undertaking or supervision of 20 dives within the 24 month period prior to renewal.**
  - **Acceptable alternatives could be a course of training at a higher level of proficiency, a letter of verification by an appropriately qualified ADAS Supervisor attesting that the applicant continues to possess the required level of competency or a refresher course at an appropriately accredited training establishment. Applicants who cannot fulfil any of these criteria should contact ADAS to discuss their situation prior to applying for renewal.**

**ADAS will conduct random audits of applicants requiring such verification.**

- Inability to satisfactorily demonstrate such competency will result in the applicant being required to undertake an approved form of currency updating or, failing this, to surrender his/her Certificate of Competency (see below). Applications are reminded that making a false Statutory Declaration is an offence under the law.

**Suspension or Cancellation of an ADAS Certificate of Competency**

ADAS may suspend or cancel a Certificate of Competency if it is satisfied that the holder of the certificate:

- a. obtained the certificate on the basis of false or misleading information or a failure to disclose or provide required information;
- b. has operated in a manner which endangers the health or safety of the holder or any other person;
- c. is no longer capable of performing to the level of competency specified by the certificate;
- d. has failed to operate in compliance with relevant legislation, Codes and /or standards.

**Appeal against Suspension or Cancellation of Certificate of Competency**

Before suspending or cancelling a Certificate of Competency, ADAS will:

- notify the holder of the certificate in writing by registered mail, to the last known address of the Certificate holder, of the proposed suspension or cancellation; and
- give the holder of the Certificate 28 days, from the time of service by registered mail to the last known address of the Certificate holder, to make representations in writing to ADAS in relation to the proposed suspension or cancellation; and
- through the ADAS Appeal Committee, take reasonable regard of the representations made by the holder of the Certificate [the ADAS Appeals Committee is composed of representatives of the relevant diving industry, and/or union and/or the State/Territory regulators].
- The full ADAS Grievance Policy and procedures may be found on the ADAS website [www.adas.org.au](http://www.adas.org.au). Appellants who are unsuccessful may seek redress through civil legal action.

**Notification of Suspension or Cancellation of Certificate of Competency**

If, after having regard to any representations made by the holder of the Certificate, ADAS decides to proceed with the proposed suspension or cancellation, ADAS will inform the holder of the Certificate in writing by registered mail to their last known address:

- stating that the Certificate is suspended or cancelled; and
- in the case of a suspension, stating the period for which the Certificate is suspended; and
- giving the reasons for the suspension or cancellation.

**Date of Effect of Suspension or Cancellation of Certificate of Competency**

The suspension or cancellation takes effect on the date on which notice of the suspension or cancellation is served on the holder of the Certificate by registered mail at their last known address, or on any other later date which is specified in the notice.

**Notify Others of Suspension or Cancellation of Certificate of Competency**

ADAS may inform others (the holder of the certificate's employer, other contractors, State/Territory regulators, etc) of certificates that are cancelled or suspended.

**Surrender of Cancelled Certificates of Competency**

The holder of an ADAS Certificate of Competency that is cancelled must return the Certificate to ADAS within the period specified in the notice of cancellation.

***Information Package for Occupational Diving in Australia***

**ADAS**

***(Australian Diver Accreditation Scheme)***

The Australian Diver Accreditation Scheme Board Incorporated

526 Duncan Road, Dunoon, NSW 2480

ABN: 208 741 894 45

Phone: (+61) (0)2 6689 5656; Fax: (+61) (0)2 6689 5657; Email: [admin@adas.org.au](mailto:admin@adas.org.au); Web: [www.adas.org.au](http://www.adas.org.au)

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**1 AUSTRALIAN DIVER ACCREDITATION SCHEME**

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**Overview of the Australian Diver Accreditation Scheme**

The Australian Diver Accreditation Scheme (ADAS) is the Australian and New Zealand (NZ) national occupational diver certification scheme. It was developed by the Australian federal government as a not-for-profit accreditation and diver certification scheme operating at the level of world best practice. It is currently administered on a cost-recovery basis by the ADAS Board under the direction of the federal government Department of Resources Energy and Tourism.

ADAS offers certification to divers who can establish that they have been assessed by an ADAS Training Establishment (ATE) as meeting the competency requirements of the relevant ADAS /AS 2815 Part(s). This certification is only valid whilst diving operations are being undertaken in accordance with relevant legislation and operational standards and for a diver, whilst in possession of a current AS 2299 medical certificate certifying him or her fit to dive.

Whilst ADAS certification is recognised worldwide and an ADAS diving licence is accepted as proof of competence to undertake diving work, ADAS has formal reciprocal recognition arrangements with governments of certain countries for occupational diving qualifications. ADAS generally therefore automatically recognises the qualifications gained in these countries and issues the equivalent ADAS certification on application. The ADAS qualifications are likewise recognised in these countries. These countries are at present UK, Canada, France, Norway and South Africa.

ADAS certification is a mandatory requirement for all persons wishing to work as divers in the Australian and New Zealand offshore petroleum and minerals mining industries and in general in NZ and all Australian states and territories for undertaking construction diving. In other diving sectors, ADAS certification may not be mandatory but will always be accepted as proof of diving competence. Additionally, the rigorous quality-controlled nature of ADAS certification offers certainty to an employer of divers and provides a guaranteed way of meeting their legislated and common law duty-of-care requirements to ensure that employees are properly trained and experienced to safely carry out the work that they are employed to perform.

In particular, ADAS accredits ATE's to conduct the training and competence assessments of divers to the levels of the various parts and to recommend their certification under the Scheme. Accreditation as an ADAS DTE is conditional upon meeting demanding entry requirements and thereafter maintaining compliance with rigorous ongoing quality assurance conditions.

ADAS training programs are designed specifically to conform to the requirements for the Australian Standard AS 2815 – *Training and Certification of Occupational Divers*. This Standard was developed by the SF/17 Diving Committee of Standards Australia in conjunction with ADAS and overseas diver training authorities, expressly to define the minimum acceptable competency standards for the various levels of occupational divers.

ADAS courses are officially recognised under the Australian Qualifications Framework from Certificate to Advanced Diploma level. ADAS is a Registered Training Organisation with approval to issue nationally recognised qualifications.

Contact details for ADAS and for ADAS Training Establishments are given in Appendix 1.

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## 2 YOUR LEGAL OBLIGATIONS AS AN OCCUPATIONAL DIVER

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### Legislation Applicable to Diving Inshore and Onshore

Australia is a federation of six States and two Territories. The individual States and Territories have responsibility for making laws and for enforcing those laws. The Commonwealth Government has responsibility for federal law. These laws are laid out in various Acts and Regulations.

It is vital to recognise that the acts and regulations applicable to diving are different in every State and Territory and different again for offshore diving, which comes under Commonwealth Government acts and regulations. This highlights the challenge in locating and being familiar with all legislation applicable to diving, particularly if working in a variety of locations. Some states for instance call up ADAS directly as a requirement to undertake occupational construction diving (eg; NSW; Qld) and the rest call up ADAS through AS/NZS 2299.1. All states and territories reference 2299.1 as the basis for undertaking occupational diving.

New Zealand has adopted ADAS as the basis for certifying divers in NZ. Information on the arrangements for occupational diving in NZ are to be found in the Department of Labour *Guidelines for Occupational Diving 2004* (<http://www.osh.dol.govt.nz/services/diving/index.shtml>)

### Legislation Applicable to Diving in the Offshore Petroleum Industry

ADAS certification is a mandatory requirement for all persons wishing to work as divers in the Australian offshore petroleum and minerals mining industries.

#### **Offshore Petroleum Act 2006 (Commonwealth)**

This Act (OPA) came into force on 1 July 2008 and replaces the Commonwealth Petroleum (Submerged Lands) Act 1967 which has been repealed. The legislation applies for upstream petroleum activities beyond the 3 nautical mile limit. This is a Commonwealth Government Act, jointly administered by the Commonwealth Government and the relevant State/Territory Government.

The OPA addresses all licensing, health, safety, environmental and royalty issues for offshore petroleum exploration and development operations beyond 3 nautical miles from the coast.

For offshore oil and gas diving operations, the *Petroleum (Submerged Lands) (Diving Safety) Regulations 2002* apply to all Australian waters outside of the 3 nautical mile line (except for islands or reef systems regarded as State or Territory land). These goal setting regulations are underpinned and further defined by the *Guidelines for Complying with the PSLA 2005*.

The National Offshore Petroleum Safety Authority (NOPSA), a Joint Authority, comprising the State Minister for Energy and Resources and the Commonwealth Minister for Energy, Resources and Tourism, is responsible for administration of the OPA. The State Minister acts as a Designated Authority, and administers activities in Commonwealth Waters on behalf of the Joint Authority. Major decisions (eg the award of permits) ultimately rest with the Joint Authority but the Designated Authority can approve most operations without reference to the Joint Authority.

The State and Territorial *Petroleum (Submerged Lands) Acts* and associated regulations apply from the Territorial Sea Boundary seaward for a distance of three nautical miles. The State and Territorial Acts also apply for islands or reef systems regarded as State or Territory land.

### Occupational Health and Safety (OHS)

General information on occupational health and safety can be obtained from the Australian national occupational health and safety agency Safework Australia. The Safework Australia website is at <http://safeworkaustralia.gov.au/>.

- A good general overview of Australian OHS practice in Australia is at <http://www.business.gov.au/Business+Entry+Point/Business+Topics/Occupational+health+and+safety/>
- A similar source of information for OHS in New Zealand is at <http://www.nohsac.govt.nz/techreport7/index.php?section=sec3:s1:p020:>

The following general information outlines the main principles of your OHS obligations.

“Each State and Territory has a principal OHS Act, which sets out requirements for ensuring that workplaces are safe and healthy. These requirements spell out the duties of different groups of people who play a role in workplace health and safety. These requirements are known as the Duty of Care.”

“Duty of care requires everything ‘reasonably practicable’ to be done to protect the health and safety of others at the workplace. This duty is placed on:

- all employers;
- their employees; and
- any others who have an influence on the hazards in a workplace.”

“Specific rights and duties logically flow from the duty of care. **For employers, these include:**

- provision and maintenance of safe plant and systems of work;
- safe systems of work in connection with plant and substances;
- a safe working environment and adequate welfare facilities;
- information and instruction on workplace hazards and supervision of employees in safe work;
- monitoring the health of their employees and related records keeping;
- employment of qualified persons to provide health and safety advice;
- nomination of a senior employer representative; and
- monitoring conditions at any workplace under their control and management.

These are representative of the employer’s specific duties in all Australian States and Territories.”

*Source: Industry Commission, Work, Health and Safety, Report no 47, Sept 1995*

### **Employees too have duties under this provision.**

Employees are required to take reasonable care for their own safety and health at work and to avoid harming the safety and health of other people through any act or omission at work.

Employees must comply as far as they reasonably can with instructions given by their employer in the interests of safety or health. They must also cooperate with their employer when the employer carries out his or her duties under the Act. They must use any equipment provided for health and safety purposes.

Employees must report to their employer work-related injuries and any hazards at the workplace that they cannot correct themselves. They must ensure that they are not affected by alcohol or drugs such that endanger their own or another person’s safety at work.

Employees must use personal protective equipment as properly instructed, and not damage or misuse any equipment provided in the interests of safety and health.

### **Permission to work in Australia**

A valid work visa or Australian residency is required for undertaking paid employment within Australia.

### **Your Obligations**

It is your responsibility to abide by all relevant acts and regulations in carrying out diving operations. You need to ensure that you (and/or your employer) are aware of applicable legislation and ensure that it is accurate and up-to-date.

A list of some of the acts and regulations which may be applicable to divers and/or a diving operation is given in Appendix 2. This list is a guideline only and may not be complete or up-to-date and may not show the latest revision of an act or regulation.

For further information on the most up-to-date legislation, an excellent source is the Australian Legal Information Institute website, which can be found on the internet at <http://www.austlii.edu.au> .

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### **3 STANDARDS AND CODES OF PRACTICE**

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A standard is a set of guidelines developed and endorsed by Standards Australia for guidance to industry.

Similarly, a code of practice is an industry guideline, which may be developed by an industry association or similar body.

Note that it is not legally binding to comply with a given standard or code of practice, except where it is specifically required by legislation. Compliance with a standard or code of practice may, however, be a requirement of a contract for a specific diving operation, even where not required by legislation.

An Approved Code of Practice (ACOP) provides a special case where the Code is developed by governments as an example of how to comply with the law.

- An example of this is the *Approved Code of Practice for Tuna Farm Diving* which provides conditions for the certification of divers and for diving operations in the tuna farms in South Australia. This Code provides guidance for tuna farm operations which, if followed, will satisfy the regulator as to the Contractor's compliance with the law. Contractors can choose NOT to follow the ACOP but then must demonstrate to the regulator that they have arrangements which equal to or better those provided in the Code.

The following is a list of standards which are directly applicable to diving operations or training of occupational diving. A list of relevant standards and codes of practice is also given in Appendix 3. These lists are for guidance only and may not be complete or show the latest revision. It is the responsibility of the individual to ensure that they are using the latest revision of the applicable standard or code of practice.

- In general, the AS/NZS 2299 series details standard operational practice for occupational diving in Australia and NZ and mandates such things as diver training and certification requirements, minimum team sizes, compression chamber requirements, medical standards, use of decompression tables etc.
- The AS 2815 series details the competency and training requirements to achieve certification as an occupational diver and supervisor and the scope covers diving from scuba through to saturation diving. AS 2815 consists of five separate standards
  - 2815.1 – Occupational scuba to 30 metres
  - 2815.2 – Surface Supply to 30 metres
  - 2815.3 - Surface Supply to 50 metres
  - 2815.4 – Closed Bell diving
  - 2815.5 – Diving Supervision

A complete list of Australian Standards and the latest revision can be obtained from Standards Australia or from their website at <http://www.standards.com.au>. or <http://www.saiglobal.com/shop>. Codes of practice are available from the applicable industrial body (For example, the International Marine Contractors Association – website <http://www.imca-int.com>).

|                    |  |
|--------------------|--|
| AS/NZS 2299.1:2007 | Occupational Diving Operations: Standard Operational Practice                          |
| AS/NZS 2299.2:2002 | Occupational Diving Operations: Scientific Diving                                      |
| AS/NZS 2299.3:2002 | Occupational Diving Operations: Recreational industry diving and snorkeling operations |
| AS/NZS 2299.4:2005 | Occupational Diving Operations: Film and Photographic Diving                           |
| AS 2815.1-2008     | Training and Certification of Occupational Divers (SCUBA to 30m)                       |
| AS2815.2-1992      | Training and Certification of Occupational Divers Part 2: Air Diving to 30m            |
| AS2815.3-1992      | Training and Certification of Occupational Divers Part 3: Air diving to 50m            |
| AS2815.4-1992      | Training and Certification of Occupational Divers Part 4: Bell diving                  |
| AS2815.5:2006      | Training and Certification of Occupational Divers: Dive Supervisor                     |

**Appendix 1: CONTACT DETAILS FOR ADAS AND FOR ADAS TRAINING ESTABLISHMENTS (ATE's)**

**Australian Diver Accreditation Scheme**

|                     |   |
|---------------------|---|
| <b>Contact Name</b> | Paul Butler<br>Executive Director   |
| <b>Address</b>      | Australian Diver Accreditation Scheme<br>526 Duncan Road<br>Dunoon NSW 2480 Australia |
| <b>Telephone</b>    | (+61) (0)2 6689 5656  |
| <b>Facsimile</b>    | (+61) (0)2 6689 5657  |
| <b>Email</b>        | <a href="mailto:admin@adas.org.au">admin@adas.org.au</a>                              |
| <b>Website</b>      | <a href="http://www.adas.org.au">www.adas.org.au</a>                                  |

**ADAS Training Establishments - Location/s and Contact Details**

|                          |  |
|--------------------------|--|
| <b>Western Australia</b> | <p><b>The Underwater Centre Fremantle</b><br/>8 Rous Head Road (P.O. Box 130)<br/>NORTH FREMANTLE WA 6159</p> <p>Ph 08 9336 3343<br/>Fax 08 9336 3345<br/>Email <a href="mailto:milly@tucf.com.au">milly@tucf.com.au</a><br/>Web <a href="http://www.tucf.com.au">www.tucf.com.au</a></p> <p>Accredited to train Part 1, 2 and 3.</p>                    |
| <b>Queensland</b>        | <p><b>University of Queensland</b><br/>Boating and Diving Facility<br/>St Lucia<br/>QUEENSLAND 4072</p> <p>Ph 07 3365 1095<br/>Fax 07 3365 7321<br/>Email <a href="mailto:m.phillips1@uq.edu.au">m.phillips1@uq.edu.au</a><br/>Web <a href="http://www.marine.uq.edu.au">www.marine.uq.edu.au</a></p> <p>Accredited to train Scientific Divers only.</p> |

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| <p><b>South Australia</b></p> | <p><b>South Australia Underwater Training School</b><br/>                 P.O. Box 176<br/>                 Burra SA 5417</p> <p>Ph 08 8892 2663<br/>                 Fax 08 8892 2663<br/>                 Email <a href="mailto:info@sauts.com">info@sauts.com</a><br/>                 Web <a href="http://www.sauts.com">www.sauts.com</a></p> <p>Accredited to train Part 1 and Part 2.</p>  |
| <p><b>Tasmania</b></p>        | <p><b>The Underwater Centre Tasmania</b><br/>                 Inspection Head Wharf<br/>                 PO Box 342<br/>                 Beauty Point TASMANIA 7270</p> <p>Ph 03 6383 4844<br/>                 Fax 03 6383 4850<br/>                 Email <a href="mailto:info@underwatercentretas.com.au">info@underwatercentretas.com.au</a><br/>                 Web <a href="http://www.underwatercentretas.com.au">www.underwatercentretas.com.au</a></p> <p>Accredited to train Part 1, 2, 3 and 4.</p>   |
| <p><b>New South Wales</b></p> | <p><b>Descend Underwater Training Centre</b><br/>                 Shop 1 - 826 David St.<br/>                 Albury NSW 2460</p> <p>Ph 02 6041 1405<br/>                 Fax 02 6021 6732<br/>                 Email <a href="mailto:dive@descend.com.au">dive@descend.com.au</a><br/>                 Web <a href="http://www.descend.com.au">www.descend.com.au</a></p> <p>Accredited to train Part 1, 2 and 3.</p>  |
| <p><b>New Zealand</b></p>     | <p><b>New Zealand School of Commercial Diver Training</b><br/>                 Site location Te Wananga O Aotearoa<br/>                 77 Rotowaro Rd<br/>                 Huntly, New Zealand</p> <p>Tel: +64 274 460 555</p> <p>Postal PO Box 9145<br/>                 Hamilton, 3240<br/>                 New Zealand</p> <p>Ph +64 7 828 0256<br/>                 Fax +64 7 828 0256<br/>                 Email <a href="mailto:nzsos@xtra.co.nz">nzsos@xtra.co.nz</a><br/>                 Web <a href="http://www.nzsos.co.nz">www.nzsos.co.nz</a></p> |

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| <p><b>Police Diver Training Establishments</b></p>   | <p><b>South Australian Police Water Response Section</b><br/>                 82 The Esplanade<br/>                 Semaphore SA 5019</p> <p>Ph 08 8242 3466</p> <p>Accredited to train Part 1, Part 2 restricted and Part 3 restricted. Available only to persons within the Police force.</p>   |
|  | <p><b>NSW Police Service</b><br/>                 Police Diving Unit<br/>                 4 Jubilee Place<br/>                 Balmain NSW 2041</p> <p>Ph 02 9320 7433</p> <p>Accredited to train Part 1, Part 2 restricted and Part 3 restricted. Available only to persons within the Police force.</p>   |
|  | <p><b>Victoria Police Search and Rescue Squad</b><br/>                 100 Nelson Place<br/>                 Williamstown Vic 3016</p> <p>Ph 03 9399 7503</p> <p>Accredited to train Part 1, Part 2 restricted and Part 3 restricted. Available only to persons within the Police force.</p>  |
| <p><b>Military Diver Training Establishments</b></p> | <p><b><u>Royal Australian Navy Diving School</u></b><br/>                 HMAS Penguin<br/>                 Middle Head Road<br/>                 Mosman NSW</p> <p>Ph 02 9960 0536</p> <p>Accredited to train Part 1, 2 and 3. Available only to persons within the Royal Australian Navy.</p>   |
|  | <p><b><u>New Zealand Navy Diving School</u></b><br/>                 Operational Diving Team<br/>                 HMNZS Philomel<br/>                 Devonport, Auckland<br/>                 New Zealand</p> <p>Ph 09 445 5007<br/>                 Fax 09 445 5552</p> <p>Accredited to train Part 1, 2 and 3 – available only to military personnel</p> |

**Appendix 2: LEGISLATION APPLICABLE TO DIVING**

This list is a guideline only. It may not be complete or up-to-date and may not show the latest revision. It is your responsibility to ensure that you are using accurate and up-to-date information on legislation for a diving operation. Current Australian (and other) legislation is available directly from the following Internet Web site: - <http://austlii.edu.au>

**Commonwealth**

Areas under Commonwealth jurisdiction are administered by the Department of Resources, Energy and Tourism (RET) and the National Petroleum Safety Authority (NOPSA). The legislative coverage for NOPSA’s administration is done under State/Territory mirror legislation of the relevant Commonwealth legislation. The following Commonwealth legislation may be applicable:

- The Offshore Petroleum Act 2006
- The Petroleum Submerged Lands (Diving Safety) Regulations 2002 and associated Guidelines
- Petroleum (Submerged Lands) Regulations 2002
- Petroleum (Submerged Lands) (Management of Safety on Offshore Facilities) Regulations
- Petroleum (Submerged Lands) (Occupational Health and Safety) Regulations
- Petroleum (Submerged Lands) Act - Directions  
Schedule of Specific Requirements as to Offshore Petroleum Exploration and Production 1995

Department of Resources, Energy and Tourism Web site: <http://www.ret.gov.au>.

NOPSA website: [www.nopsa.gov.au](http://www.nopsa.gov.au). Offshore legislation can be found at <http://www.nopsa.gov.au/regs.asp>.

**APPLICABLE LEGISLATION FOR STATES / TERRITORIES**

Note: **Active/Inactive** refers to current or existing petroleum facilities or works for area.

| State & Territory OH&S Legislation               | State/Territorial Waters  |
|--|---|
| <p><b>Australian Capital Territory (ACT)</b></p> | <p><a href="http://www.ors.act.gov.au/workcover/index.html">http://www.ors.act.gov.au/workcover/index.html</a></p> <p>Occupational Health and Safety Act 1989 (ACT)</p> <p>Occupational Health and Safety Regulation 1991 (ACT)</p>         |
| <p><b>New South Wales (NSW)</b></p>              | <p><a href="http://www.workcover.nsw.gov.au/Pages/default.aspx">http://www.workcover.nsw.gov.au/Pages/default.aspx</a></p> <p>Occupational Health and Safety Act 2000 (NSW)</p> <p>Occupational Health and Safety Regulation 2001 (NSW)</p> |
| <p><b>Northern Territory (NT)</b></p>            | <p><a href="http://www.worksafe.nt.gov.au/index.shtml">http://www.worksafe.nt.gov.au/index.shtml</a></p> <p>Workplace Health and Safety Act 2007 (NT)</p> <p>Workplace Health and Safety Regulations 2008 (NT)</p>                          |
| <p><b>Queensland (Qld)</b></p>                   | <p><a href="http://www.deir.qld.gov.au/workplace/index.htm">http://www.deir.qld.gov.au/workplace/index.htm</a></p> <p>Workplace Health and Safety Act 1995 (Qld)</p> <p>Workplace Health and Safety Regulation 2008 (Qld)</p>               |
| <p><b>South Australia</b></p>                    | <p><a href="http://www.safework.sa.gov.au/">http://www.safework.sa.gov.au/</a></p>  |

|                        |  |
|------------------------|--|
| (SA)                   | The Occupational Health Safety and Welfare Act 1986 (SA)<br>The Occupational Health Safety and Welfare Regulations 1995 (SA)<br>Approved <i>Code of Practice for Tuna Farm Diving</i> (SA) |
| Tasmania (Tas)         | <a href="http://www.wst.tas.gov.au/">http://www.wst.tas.gov.au/</a><br>Workplace Health and Safety Act 1995 (Tas)<br>Workplace Health and Safety Regulations 1998 (Tas)                    |
| Victoria (*Vic)        | <a href="http://www.workcover.vic.gov.au/wps/wcm/connect/WorkSafe">http://www.workcover.vic.gov.au/wps/wcm/connect/WorkSafe</a>  |
|                        | Occupational Health and Safety Act 2004 (Vic)<br>Occupational Health and Safety Regulations 2007 (Vic)   |
| Western Australia (WA) | <a href="http://www.commerce.wa.gov.au/WorkSafe/">http://www.commerce.wa.gov.au/WorkSafe/</a>  |
|                        | Occupational Safety and Health Act 1984 (WA)<br>Occupational Safety and Health Regulations 1996 (WA)   |
| New Zealand (NZ)       | <a href="http://www.osh.dol.govt.nz/law/hse.shtml">http://www.osh.dol.govt.nz/law/hse.shtml</a>  |
|                        | Health and Safety in Employment Act 1992 (NZ)<br>Health and Safety in Employment Regulations 1995 (NZ)   |

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### 1.1.1 Other relevant Acts and Regulations

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|---------------------------------------|---|
| • ANSI/ASME                           | Boiler and Pressure Vessel Code                                   |
| • Ministry of Commerce New Zealand    | New Zealand Electricity Regulations 1993                          |
| • International Maritime Organization | International Regulations for Preventing Collisions at Sea (1972) |
| • Commonwealth of Australia           | National Measurement Act 1960                                     |
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**Appendix 3: CONTACT DETAILS FOR OCCUPATIONAL HEALTH AND SAFETY REGULATORY BODIES**

This list is a guideline only. It may not be complete or up-to-date and may not show the latest information. It is your responsibility to ensure that you are using accurate and up-to-date information on occupational health and safety for a diving operation. Current information may be obtained from the following Internet Web site: <http://worksafe.gov.au/>

| Name   | Address   | E-mail and website address   |
|--|---|--|
| NSW Workcover Authority                            | 400 Kent St<br>Sydney, NSW 2000<br>Ph (02) 9370 5000<br>Ph 131050<br>Fax (02) 9370 6150                                   | e-mail<br><a href="mailto:contact@workcover.nsw.gov.au">contact@workcover.nsw.gov.au</a><br><br>website<br><a href="http://www.workcover.nsw.gov.au">http://www.workcover.nsw.gov.au</a> |
| Victorian Workcover Authority                      | Level 24<br>222 Exhibition St<br>Melbourne, VIC 3000<br>Ph (03) 9641 1555<br>Toll free 1800 136 089<br>Fax (03) 9641 1222 | e-mail<br><a href="mailto:info@workcover.vic.gov.au">info@workcover.vic.gov.au</a><br><br>website<br><a href="http://www.workcover.vic.gov.au">http://www.workcover.vic.gov.au</a>       |
| Worksafe Western Australia                         | 3 <sup>rd</sup> Floor<br>1260 Hay St<br>West Perth, WA 6005<br>Ph (08) 9327 8777<br>Fax (08) 9321 8973                    | e-mail<br><a href="mailto:safety@worksafe.wa.gov.au">safety@worksafe.wa.gov.au</a><br><br>website<br><a href="http://safetyline.wa.gov.au">http://safetyline.wa.gov.au</a>               |
| South Australian Workcover Authority               | 100 Weymouth St<br>Adelaide, SA 5000<br>Gen enquiries Ph<br>131855<br>Ph (08) 8233 2222<br>Fax (08) 8233 2466             | e-mail<br><a href="mailto:info@workcover.com">info@workcover.com</a><br><br>website<br><a href="http://www.workcover.com">http://www.workcover.com</a>                                   |
| Queensland Division of Workplace Health and Safety | Level 3<br>75 William St<br>Brisbane, QLD 4000<br>Ph 1300 369 915<br>Fax (07) 3247 4519                                   | e-mail<br><br>website<br><a href="http://www.detir.qld.gov.au">http://www.detir.qld.gov.au</a><br><a href="http://www.workcover.qld.gov.au">http://www.workcover.qld.gov.au</a>          |

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|---|--|--|
| Workplace Standards Tasmania              | 30 Gordons Hill Road<br>Rosny Park, TAS 7018<br>Ph 1300 366 322<br>Fax (03) 6233 7657                          | e-mail<br><a href="mailto:info@wsa.tas.gov.au">info@wsa.tas.gov.au</a><br><br>website<br><a href="http://www.wsa.tas.gov.au">http://www.wsa.tas.gov.au</a>                             |
| Northern Territory Work Health Authority  | Ph 1800 019 115<br>Ph (08) 8999 5010   | e-mail<br><a href="mailto:ntworksafe.deet@nt.gov.au">ntworksafe.deet@nt.gov.au</a><br><br>website<br><a href="http://www.worksafe.nt.gov.au">http://www.worksafe.nt.gov.au</a>         |
| ACT Workcover                             | Level 3, FAI House<br>197 London Circuit<br>Canberra City, ACT 2601<br>Ph (02) 6205 0200<br>Fax (02) 6205 0797 | e-mail<br><a href="mailto:workcover@act.gov.au">workcover@act.gov.au</a><br><br>website<br><a href="http://www.workcover.act.gov.au">http://www.workcover.act.gov.au</a>               |
| Comcare Australia                         | Ph 1800 642 770  | e-mail<br><a href="mailto:ohs.help@comcare.gov.au">ohs.help@comcare.gov.au</a><br><br>website<br><a href="http://www.comcare.gov.au">http://www.comcare.gov.au</a>                     |
| Australian Council of Trade Unions (ACTU) | North Wing Trades Hall<br>54 Victoria St<br>Carlton Sth, VIC 3053<br>Ph (03) 9664 7310<br>Fax (03) 9663 8220   | e-mail<br><a href="mailto:ohs@actu.asn.au">ohs@actu.asn.au</a><br><br>website<br><a href="http://www.actu.asn.au/about/specialist/ohs">http://www.actu.asn.au/about/specialist/ohs</a> |

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**Appendix 4: STANDARDS AND CODES OF PRACTICE**


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This list is a guideline only. It may not be complete or up-to-date and may not show the latest revision. It is your responsibility to ensure that you are using accurate and up-to-date information for a diving operation. Information on current Australian Standards is available directly from the Standards Web site at <http://standards.org.au/>.

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**Australian and Australian/ New Zealand Standards**


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|                    |   |
|--------------------|---|
| AS/NZS 2299.1:2007 | Occupational diving operations; Part 1: Standard operational practice   |
| AS/NZS 2299.2:2002 | Occupational diving operations; Part 2: Scientific Diving   |
| AS 2815.1-2008     | Training and Certification of Occupational Divers (SCUBA to 30m)  |
| AS2815.2-1992      | Training and Certification of Occupational Divers Part 2: Air Diving to 30m   |
| AS2815.3-1992      | Training and Certification of Occupational Divers Part 3: Air diving to 50m   |
| AS2815.4-1992      | Training and Certification of Occupational Divers Part 4: Bell diving   |
| AS4005.1-1992      | Training and Certification of Recreational Divers Part 1: Minimum entry-level SCUBA diving  |
| AS/NZS 4360:1999   | Risk Management   |
| AS2030             | SAA Gas Cylinders Code AS 2030.1 Part 1: Cylinders for compressed gases other than acetylene  |
| AS1210             | Pressure vessels  |
| AS1885             | Measurement of occupational health and safety performance.  |
| AS2030             | The approval, filling, inspection, testing and maintenance of cylinders for the storage and transport of compressed gases (known as the SAA Gas Cylinders Code) |
| AS2626             | Industrial safety belts and harnesses – Selection, use and maintenance.   |
| AS3000             | Electrical installations-Buildings, structures and premises (known as the SAA wiring rules)   |
| AS3848             | Filling of portable gas cylinders   |
| AS4484             | Industrial, medical and refrigerant compressed gas cylinder identification  |
| AS/NZS1269         | Occupational noise management   |
| AS/NZS1337         | Eye protectors for industrial applications  |
| AS/NZS1891         | Industrial fall-arrest systems and devices  |
| ISO2230            | Vulcanised rubber – guide to storage  |

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**Appendix 5: STATE/TERRITORY DEPARTMENTS ADMINISTERING PETROLEUM LEASES**

**1.1 New South Wales**

Department responsible Department of Primary Industries  
 Web Site: <http://www.dpi.nsw.gov.au>  
 Legislation: <http://www.austlii.edu.au/au/other/dfat/page/energy/legislation.html>

**1.2 Northern Territory**

Department responsible Department of Mines and Energy  
 Web Site: <http://www.minerals.nt.gov.au>

**1.3 Queensland**

Department responsible Department of Mines and Energy  
 Web Site: <http://www.energy.qld.gov.au/index.cfm>

**1.4 South Australia**

Department responsible Primary Industries and Resources (Petroleum Group)  
 Web Site <http://www.pir.sa.gov.au/>

**1.5 Tasmania**

Department responsible Department of Infrastructure, Energy and Resources  
 (Minerals Resource Tasmania Division)  
 Web site: <http://www.mrt.tas.gov.au/>

**1.6 Victoria**

Department responsible Department of Natural Resources and Environment  
 (Minerals & Petroleum Operations)  
 Web site: <http://www.nre.vic.gov.au/minpet/pet/pet.htm>

**DECLARATION**

I (Name) \_\_\_\_\_ hereby acknowledge receipt of the information package from the Australian Diver Accreditation Scheme. I hereby declare that I have read the information contained within the package. I understand that the information is for guidance only and may not be completely current. I acknowledge that it is my personal responsibility to ensure that I am aware of and abide by all applicable legislation when working as a diver in Australia.

I agree that ADAS will not be liable for any problems caused directly or indirectly from use of information provided in this package. ADAS makes no promise, express or implied, that the information contained herein is accurate or up to date.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_