

Dive Management Briefing CHECKLIST

General

- I am the Dive Manageris Deputy Dive Manager
- You will need notebooks or slates for this briefing
- The dives are to be conducted according to Safe Diving Practices
- Is everyone's membership current?
Or
- I have verified your logbooks, that you have current medicals and that you are members of the BSAC.

Fit to Dive

Is everyone fit and happy to dive today?
If there is anything I need to be aware of or if the dive is beyond your comfort zone or level of qualification you must let me know immediately after this briefing.

The dive site

- Name of site
- General description
- Expected depth
- Bottom characteristics
- Maximum depth in area
- Our contingency is
- If we can not dive our primary site I shall brief you again

Particular Risks (limit to principal risks) e.g.

- Traffic Protection from snags
- Narcosis
- Decompression
- Increased air consumption
- Limited time
- Poor or limited visibility

Tides LW HW.....

LW HW.....

Range

Slack on site or expected drift on site

Weather

Wind..... Visibility.....Sea state..... Air temp.....

Sea temp..... Barometric pressureOutlook

Cautions if weather system moves in faster or slower during dive period

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Tasks

Cox:

Assisted by:

Cox to ensure that boat is fully prepared and ready for sea confirm to me when this is done

- Tubes
- Anchor
- A Flag
- Boat boxes
- VHF
- Electronics working

Fuel estimate amount and duration

Confirm to me this is sufficient for this plan Y/N

Estimated amount/distance /duration/reserve

O2 administrator:

Deputy O2 administrator:

Check O2 is ready with full cylinder **confirm to me that this is done**

First Aider

Deputy first aider

First aid: Check kit **confirm to me that this has been done**

Navigation

Point out route on chart give bearing and distance and other navigation information to Cox'n or Task Cox'n (Navigator) to sort out route, return & safe havens. Communicate to other navigators/Cox'ns and confirm to me that this is done

Shot: Prepare + specifications confirm to me that this has been done

The Dive Plan

Current Tissue Codes: Has anyone dived in last 16hrs? Y/N

Expected Max depth: Check again: Is this within qualification level of every diver? Y/N No Stop time from tables

Divers

Pair	Dive Leader	(grade)	Buddy	(grade)
1
2
3
4

Depth limits for each dive:

- Ocean: 20m, Sports 20m^35m, DL: 35m ^50, PO₂<1.4bar, He: 80 m

Are there any problems with the pairings?

The Dive leaders Tasks:

- Plan the dive, decompression, gas requirements, max operating depths, gases you will be using, tasks and brief your buddy
- Conduct a SEEDS brief and Buddy check before diving
- Tell me about any part of the plan that I need to be aware of or if it is out with usual procedures or safe diving practices

The Diving Tasks

	Names	Tasks
Pair 1
Pair 2
Pair 3
Pair 4

At the end of the dive **regain shot/ surface on (d)smb**

Signals

During this dive: Use usual BSAC signals. Agree any plan-specific signals.

- E.G. Using SMB:**
- Single orange: OK follow me
 - Yellow or yellow/orange Problem! help required
 - Yellow + Orange (2 buoys) - gas required at stop
- During this dive: Use usual BSAC signals.
Agree any plan-specific signals.

Personal Diving Equipment / Preparations

- Buddy lines Delayed deployment SMBs Torches Distance line Tokens

Entry and Exit

- I must know you are about to enter water: On my signal which side?

I will, or (Name)

- Ensure word left ashore or Coastguard contacted with ETA.
- Achieve clearance to dive in restricted areas
- Also to confirm ashore and all well.

Confirm to me that each point has been done

- VHF: Channels Port control
- Coastguard Working channel
- Our call sign: Call Sign: Call sign:.....

Summary Main points and tasks are:

Personal Dive Planning

Dive leaders SEEDS briefing has been done

Dive leaders confirm to me/ deputy DM before entering water:

- your your plan for the dive and for your separation plan
- gas requirements

Buddy check done:

Pair	Dive Leader	Buddy	Plan Depth	Plan time	All points covered
1
2
3
4

Emergencies:

Diver recall: Pulls on SMB Explosive recall

If recalled, signal using buoy that you are ascending carry out stops

Coastguard: Channel 16

Chamber: telephone:

Hospital:

Nearest Landing:

Estimated times

Confirm completed tasks to me by:

Estimated time of departure:

ETA site: ETA back:

There will be a debrief

- See everyone All OK? Any problems? Was dive to plan?
- Record Dive time, depth, stops & departures from safe diving practices