**UNIVERSITY of OXFORD SPORTS DEPARTMENT – UNDERWATER EXPLORATION GROUP (OUUEG)**

**RISK ASSESSMENT for** <LOCATION>

**DATE:** <EXPEDITION DATES> **ORGANISER:** <NAME>, <EMAIL>, <MOBILE>  
**RISK ASSESSMENT CONTACT:** Holger Schuhmann, OUUEG Diving Officer [do@ouueg.com](mailto:do@ouueg.com), +44 7824328677

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| **Who might be harmed** | **HAZARD** | **Risk** | **Control Measure in place** | **Further Risk reduction required**  **Y / N** |
| Diver | Diving / in-water | Running out of air | * All divers must carry a submersible pressure gauge to monitor available breathing gas during a dive * All divers must carry a spare ‘octopus’ regulator for their buddy * All dive plans must include a calculation of breathing gas consumption and build in a safety reserve * Monitoring of remaining gas after dive with corrective instruction in the case of reserves being too low * Diving cylinders serviced on a 2 ½ year cycle, according to industry guidelines |  |
| Diver | Diving / in-water | Regulator free flow | * All divers are trained in preventing or recovering a free flow * All divers must carry a spare ‘octopus’ regulator for their buddy * Regulators serviced on an annual basis (start of the year) |  |
| Diver | Diving / in-water | Entanglement | * A line cutter, scissors or a knife must be carried by each diver on open water dives |  |
| Diver | Diving / in-water | Entrapment | * A guideline must be used in all overhead environments unless exit points are constantly visible |  |
| Diver | Diving / in-water | Buddy separation | * Buddy lines should used in low visibility * All divers are taught the lost contact (separation) procedure |  |
| Diver | Diving / in-water | Marine life | * Respect of marine life |  |
| Diver | Diving / in-water | Night diving | * Each diver must carry a torch + a backup light source * There must be a suitable light on the shore for return navigation |  |
| Diver | Diving / in-water | Diver separation from boat | * Each buddy pair must carry a surface marker buoy or delayed surface marker buoy * In choppy seas, a flag and whistle or air-horn should also be carried |  |
| Diver | Diving / in-water | Decompression illness | * Always dive within tables/computer * Minimum 1 minute safety stop on all boat dives |  |
| Diver | Diving / in-water | Hit by boat | * Each buddy pair must carry a surface marker buoy or delayed surface marker buoy to aid diver location * Support boat to monitor diver location and surface traffic |  |
| Diver | Boat related | General boat related Accidents/ Incidents | * Club boats may only be operated by qualified BSAC Diver Coxswains, club members holding equivalent RYA Level 2 Powerboat qualification, or BSAC Boat Handler under supervision of the above. * Drivers will operate club boats in safe manner in line with relevant UK and international regulations. |  |
| Diver | Boat related | Falling overboard (Crew) | * Coxswains and Boat Handlers must wear suitable life jacket on club boats, and exposure suit where appropriate. * Kill cord must be fitted and attached to driver * Hold on to available grab rails and bars while in motion * ‘Sensitive’ boat handling in choppy seas * MOB throw line available on board |  |
| Diver | Boat related | Falling overboard (Divers) | * Always wear a closed exposure suit or lifejacket while on club boats * Hold on to available grab rails and bars while in motion * ‘Sensitive’ boat handling in choppy seas * Turn on cylinder valves before donning |  |
| Diver | Boat related | Injury on boat | * Grab rails/bars available to hold onto * Racks and storage areas to secure kit * ‘Sensitive’ boat handling |  |
| All | Boat related | Exposure to the elements | * All personnel to be made aware of expected conditions * Personnel to employ the use of exposure suits, hats, gloves, coats, sunscreen, sunglasses as appropriate to the conditions * Fresh water to be made available on the boat |  |
| All | Boat Related | Slipping the boat into/out of water | * Slipping the boat to be performed under supervision of a BSAC Diver Cox’n or equivalent, or professional staff of marina/dive centre * Pre-launch checks to be performed before slipping into water * All personnel to avoid being behind the boat on slipway and to stand clear when trailer is moved * Boat to be held in position while trailer is removed from the water |  |
| All | Boat related | Dry Stack | * Professional staff to slip the boat from Dry Stack arrangements using their own equipment (forklift) * Personnel to not distract staff when slipping the boat * All personnel to exercise caution when moving in working area of dry stack where boats are being moved * Boat ancillary & diving equipment to be removed from boat and secured if the boat is to be left on the queue pontoon for an extended period before retrieval |  |
| Diver | General | Injuries / accidents / incidents | * First aid kit and oxygen available on the boat * Sports divers trained to rescue divers and provide life support * Dive leaders and above trained to rescue divers, provide life support, administer oxygen in diving incidents and in manage rescue procedures * Dive manager to oversee first aid and emergency requirements * Emergency assistance available from the coastguard who can be reached on VHF channel 16 or by dialling 999 * Royal Navy diving doctor on call 24 hours a day for advice and to coordinate with coastguard in the case of emergencies * Regular training and practice of rescue scenarios within the club. * In the event of a major accident Security Services must be contacted 01865 289999 and David White, Sports Safety Officer on 07866 366855. An incident report should be emailed to David White within 24 hours. |  |
| All | Transport | Injuries / accidents / incidents | * Drivers are to share driving duties in the event of a trip in excess of 2 hours to/from Oxford. Drivers to take regular breaks and stop driving if feeling tired. * In the event of a major accident Security Services must be contacted 01865 289999 and David White, Sports Safety Officer on 07866 366855. An incident report should be emailed to David White within 24 hours. |  |
| All | Boat Transport | General | * All towing drivers will be aged 28 or over, and will have held a valid license for at least 5 years. * Towing will only be undertaken by qualified and experienced drivers who will also be club members. All drivers will have category BE authorised on their license (or equivalent). The maximum dimensions and weight allowances have to be observed. * The club boat will be recovered onto its trailer at the end of each days diving operations and will secured overnight in a parking bay located alongside the expedition accommodation in a private camping site. Distance from accommodation to dive site will be typically no more than 10 miles. * An anti-snake apparatus/device should be utilised where practicable. * The trailer has to be well maintained and regularly serviced. |  |
| All | Alcohol/ Non-prescription drugs/ Behaviour | Incidents | * The consumption of alcohol and non-prescribed drugs prior to diving is prohibited. All those participating on the trip are representing Oxford University and unreasonable behaviour is not to be tolerated. |  |
| All | Shore Diving | Exposure to the elements | * All personnel to be made aware of expected conditions * Personnel to employ the use of exposure suits, hats, gloves, coats, sunscreen, sunglasses as appropriate to the conditions * Fresh water to be made available at the dive site in sufficient amounts * Additional exposure protection such as parasols, wind screens etc employed if suitable and necessary * Mutual monitoring for signs of excessive sun exposure, hyper- and hypothermia |  |

**RECOMMENDATIONS FOR RISK REDUCTION**

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| --- | --- | --- | --- |
| Action | By When? | By Whom? | Completed |
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Expedition Organiser  Date

Diving Officer (Safety Officer) …… …………………… Date ………………………....………..

**NOK Details**

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| **First name** | **Last name** | **Diving Qualification** | **Nitrox Qualification** | **Boat Handling Qualification** | **NOK name** | **Relationship** | **Phone number** |
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