**UNDERWATER WORK PERMIT FORM**

Refer to Volume IV – [Underwater Work Permit Procedure](../../Volume%20IV/Hyperlink/Hot%20work%20procedure%20Rev%2001.doc)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Vessel: |  | | Validity (not to exceed 8 hours) | | | | | |
|  | From | | | To | |
| Date |  | | |  | |
| Time |  | | |  | |
| Approval from Port Authority Granted, if applicable | | | | Yes | |  | No |  |
| Location of Underwater work area | |  | | | | | | |
| Description of Underwater work: | |  | | | | | | |
| Underwater work equipment being used | |  | | | | | | |
| Personnel Carrying Out Underwater work | |  | | | | | | |
| Officer in Charge of Underwater work | |  | | | Engine: ( Ch.Eng 2nd Eng ) Deck : ( Ch.Off ) | | | |

**Vessel position / location at submitting Underwater work form?**

|  |  |
| --- | --- |
| Vessel in Port :  Vessel at anchor / adrift at: |  |
| Vessel underway in position | Lat. :  Long.: |

**Section 1 - Hazard Identification (C/O or C/E to complete)**

| Risk | Y | N | Hazard Description | Control Actions Taken |
| --- | --- | --- | --- | --- |
| Weather Condition |  |  |  |  |
| Underlying Current |  |  |  |  |
| Mechanical obstruction |  |  |  |  |
| Overboard Discharge |  |  |  |  |
| Electrical |  |  |  |  |

**Section 2 - Preparation and checks done by the Officer in Charge and Chief Diver prior to starting and during the underwater work.**

| **No.** |  | **Yes** | **Time Completed** |
| --- | --- | --- | --- |
| 1. | Meeting conducted with the Chief Diver and his diving team. |  |  |
| 2. | Has drawing made available to the divers, showing the position of all overboard suction and discharges and those which will remain in use, and agreement reached regarding the shutdown of any suction or discharge sea chests. |  |  |
| 3. | Establish a protocol for communication including agreed emergency signal for break away. |  |  |
| 4. | Discuss job scope and time frame. |  |  |
| 5. | Discuss on issue on Environmental protection, e.g. reducing debris generated from the hull cleaning, creating unsound noise etc... |  |  |
| 6. | Performing JHA. |  |  |
| 7. | All vessels alongside have been advised about the diving operations. If necessary to cast off the vessel for the diving operation. |  |  |
| 8. | Any approaching vessel has been advised on the diving operation. |  |  |
| 9. | Divers confirmed that their equipment are in good working condition |  |  |
| 10. | Inform all personnel on duty the Diving operation in progress. |  |  |
| 11. | Crew has been informed that fishing is strictly prohibited. |  |  |
| 12. | Crew inform not to lower the Lifeboat and maneuver in water unless urgency. |  |  |
| 13. | Identify hazardous areas such as operational sea chests, overboard discharges, anodes. |  |  |
|  | **Repeated Checks Items** | | |
| 14. | Anchors will not be worked without the diver’s permission. |  |  |
| 15. | Constant Radio/VHF watch maintained |  |  |
| 16. | Monitor of Weather forecast. |  |  |
| 17. | No Ballast operation at all time of operation. |  |  |
| 18. | Sea Water intakes reduced to a minimum |  |  |
| 19. | Place a warning sign at the Gangway, Main engine control (Local & remote) and Steering gear. |  |  |
| 20. | Isolate and tag the followings: |  |  |
|  | Echo Sounder |  |  |
|  | Impressed Current (ICCP) |  |  |
|  | Steering gear |  |  |
|  | Engine room turning gear |  |  |
|  | Thrusters |  |  |
|  | Cathodic protection |  |  |
| 21. | Any extended speed logs been retracted |  |  |
| 22. | Any other item that could be a hazard to the diver. |  |  |
| 23. | Display the international signal code flag ‘A’. |  |  |
| In the circumstances noted, it is considered safe to proceed with this underwater work. | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Officer In Charge Signature:** |  |  | **Chief Diver Signature:** |  |
| **Approved by Master:** |  |  | **Chief Engineer Signature:** |  |

Post a copy of the approved underwater work form near the site of underwater work.

**Record of checks carried out during the underwater work.**

|  |  |  |
| --- | --- | --- |
| Checks carried out in item No. 14 to 23 in section 2 | 3 hours after starting underwater work. | Officer in Charge: |
| Checks carried out in item No. 14 to 23 in section 2 | 6 hours after starting underwater work. | Officer in charge: |
| Checks carried out in item No. 14 to 23 in section 2 | Time resumed after break | Officer in charge: |
| Checks carried out in item No. 14 to 23 in section 2 | Time resumed after break | Officer in charge: |
| Checks carried out in item No. 14 to 23 in section 2 | Time resumed after break | Officer in charge: |

**Important**

Carry out tests as per section 2:

·         Immediately before commencement of underwater work.

·         Periodically while the work is in progress (Only Item No. 14 to 23).

·         Following all breaks (Only Item No. 14 to 23).

The oncoming officer in charge must countersign this form to indicate that all conditions associated with the underwater work have been verified, fully understood, and will be maintained.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| On coming officer in charge: | | | | | |
| I have fully understood, verified, and will maintain the conditions that apply to this Underwater work form. | | | | | |
| From |  | To |  | Signature |  |
| From |  | To |  | Signature |  |
| From |  | To |  | Signature |  |
| From |  | To |  | Signature |  |

**Section 3 - To be completed when underwater work is finished**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| The work has been completed. All persons, materials, and equipment under my supervision, have been withdrawn **and the “A” flag lowered.** | | | | | |
| Officer in Charge: |  | Time: |  | Date: |  |
|  | *(signature)* |  | *(print time)* |  | *(print date)* |
|  | |  |  |  |  |
| Chief Diver: |  | Time: |  | Date: |  |
|  | *(signature)* |  | *(print time)* |  | *(print date)* |
|  |  |  |  |  |  |
| Master |  |  |  | Date: |  |
|  | *(signature)* |  |  |  | *(print date)* |