

NOTICE TO MARINERS

No 17 of 2016

(Update and Re-Issue of Notice to Mariners No 17 of 2014)

Diving at Work Regulations 1997 and Commercial Operations Involving 'Swimmers'

- 1 **NOTICE IS HEREBY GIVEN** that all operations involving commercial divers or swimmers in the Port of Southampton must be approved by Southampton VTS prior to the operation commencing.
- 2 For the purpose of this Notice the Port of Southampton is as defined in Byelaw No 3 of the Southampton Harbour Byelaws 2003 and as shown within the red lines in the chartlet attached.
- 3 All operations involving commercial divers must meet the requirements of the Diving at Work Regulations 1997 and appropriate Approved Codes of Practice (ACOPs) dated December 2014.

Diving

- 4 Diving contractors, Masters and Agents must ensure that a 'Diving Request Form' (dated January 2016), as attached, is completed and forwarded to Southampton VTS at least 24 hours before the operation. Approval must have been received and a radio check completed with call sign 'Southampton VTS' on VHF Ch 12 immediately before the diving operation commences and a diver enters the water.

Swimming

- 5 For the purpose of this Notice a 'swimmer' is defined as a person who enters the water to undertake a commercial operation within the Port area and who is not subject to the requirements of the Diving at Work Regulations 1997.
- 6 All Masters, Contractors and Agents must ensure that a written Safe System of Work, with appropriate Risk Assessments, is submitted to the Harbour Master's Office prior to commencing any commercial operation involving 'swimmers'.
- 7 As a minimum, issues to be considered within the Risk Assessments are to include, but not be limited to:
 - Scope of the task – surface work on piles, quay walls, outfalls, in the surf zone, on buoys etc.

- Team size – sufficient, qualified, competent, prepared etc.
 - Equipment involved – wet suit or coveralls, foot protection, gloves, head protection, harness, lifeline, weight belt, knife, light, tools for the job etc.
 - Operational elements – daylight only, access to the water, environmental effects, visibility, lookout, radio checks etc.
 - Emergency measures – standby swimmer, recovery of injured personnel, availability of rescue craft, nearest medical facility, road transport availability etc
- 8 Additionally, a ‘Commercial Operations Involving ‘Swimmers’ Request Form’ (dated January 2016), as attached, must be completed and forwarded to Southampton VTS at least 24 hours before the operation. Approval must have been received and a radio check completed with call sign ‘Southampton VTS’ on VHF Ch 12 immediately before a swimmer enters the water and the swimming operation commences.

Communications

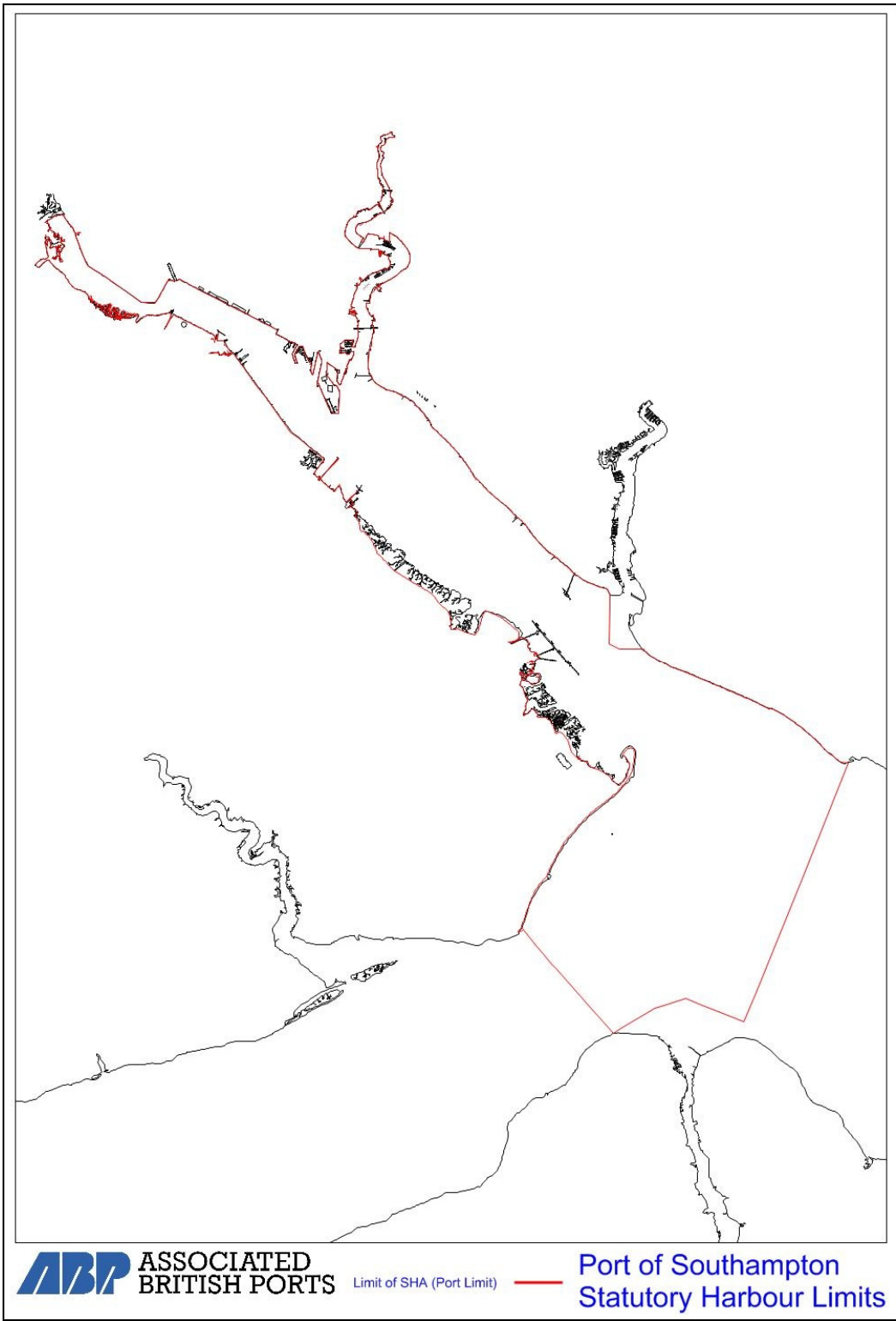
- 9 In all cases, communications on VHF Channel 12 must be in place and must be checked with Southampton VTS before operations commence. A constant listening watch must be maintained throughout all stages of the operation.

**Vessel Traffic Services Centre
Berth 37, Eastern Docks
Southampton**

**Captain M Phipps
Harbour Master**

01 January 2016

Owners, Agents, Charterers, Marinas, Yacht Clubs and Recreational Sailing Organisations should ensure that the contents of this Notice are made known to the masters or persons in charge of their vessels or craft.



(January 2016)

Diving Request - Request No: _____

REQUEST TO CARRY OUT 'DIVING OPERATIONS' WITHIN THE LIMITS OF THE PORT OF SOUTHAMPTON

Location of Diving Operation _____ Vessel _____

Diving Operations **From:** Date _____ Time _____ **To:** Date _____ Time: _____

If operating over more than one day: Expected daily start and finish times: _____

Diving Contractor _____

Address _____

Tel No _____ Facsimile _____ to which form is to be returned

Diving Supervisor's Name _____

Diving Site Tel Number _____ VHF Call Sign _____

Description of Work to be carried out _____

Client _____

NOTE: NONE OF THE ABOVE WORKS ARE TO BE CARRIED OUT PRIOR TO PERMISSION BEING GRANTED

GENERAL CONDITIONS AND PRECAUTIONS TO BE OBSERVED

- 1) Diving operations shall be in accordance with the Diving at Work Regulations 1997 and the appropriate Approved Codes of Practice.
- 2) At all times during the operations an 'A' Flag shall be PROMINENTLY displayed.
- 3) The diving team will consist of at least 4 persons namely Diving Supervisor, Diver, Standby Diver and Tender.
- 4) **Using VHF channel 12, the Diving Supervisor shall inform VTS immediately before a diver enters the water and VTS will inform the Diving Supervisor of relevant shipping movements.**
- 5) **Using VHF channel 12, the Diving Supervisor shall inform VTS on suspension / completion of diving operations.**
- 6) The Diving Supervisor will comply with all instructions issued by the VTS.
- 7) The Diving Supervisor is to conduct a radio check before any diver enters the water and is to monitor VHF channel 12 at all times.
- 8) If diving in the Docks area, is a copy of the Port of Southampton Diving Information Plan No 189 / 7 held? Yes or No
- 9) Has a diving project plan been prepared and is there a copy on site? Yes or No
- 10) Have steps been taken to eliminate hazards to divers from propellers, inlets, outlets etc Yes or No
- 11) I declare that all the aforementioned requirements have been satisfied, precautions have been taken and that safety arrangements will be maintained for the duration of the diving operations. Divers will not operate outside the stated area and time.

Signed by the Diving Supervisor _____

NOTE: NO DIVING OPERATIONS ARE TO BE CARRIED OUT PRIOR TO PERMISSION BEING GRANTED AND A RADIO CHECK ON VHF CH 12 BEING CONDUCTED

Forward to: VTSM, Associated British Ports, VTS Centre, 37 Berth, Eastern Docks, Southampton

Telephone: 02380 608208 (Duty VTS Watch Manager 24 hours) **Fax:** 02380 232991

FOR INTERNAL USE

DATE / TIME REQUEST RECEIVED

Subject to the information stated in this request being and remaining complete and accurate and to strict adherence to the precautions specified above, **Permission Granted.**

Permission Refused

ABP Authorised Person _____

ABP Authorised Person _____ Date _____ Time _____

Commercial Operations involving 'Swimmers' Request - Request No:

REQUEST TO CARRY OUT 'SWIMMING OPERATIONS' WITHIN THE LIMITS OF THE PORT OF SOUTHAMPTON

Location of Swimming Operation Vessel ;

Swimming operations: **From :** **To :**

Date / Time **Date / Time**

If operating over more than one day: Expected daily start and finish times:

Contractor

Address

Tel No Facsimile to which form is to be returned

Supervisor's Name

Site Tel Number VHF Call Sign

Description of Work to be carried out

Client

NOTE: NONE OF THE ABOVE WORKS ARE TO BE CARRIED OUT PRIOR TO PERMISSION BEING GRANTED

GENERAL CONDITIONS AND PRECAUTIONS TO BE OBSERVED

- 1) At all times during the operations an 'A' Flag shall be PROMINENTLY displayed.
- 2) **Using VHF channel 12, the Supervisor shall inform VTS immediately before a swimmer enters the water and VTS will inform the Supervisor of relevant shipping movements.**
- 3) **Using VHF channel 12,** the Supervisor shall inform VTS on suspension / completion of swimming operations.
- 4) The Supervisor will comply with all instructions issued by VTS.
- 5) The Supervisor is to conduct a radio check before any swimmer enters the water and is to monitor VHF channel 12 at all times.
- 6) If swimming in the Docks area, is a copy of the Port of Southampton Diving Information Plan No 189 / 7 held? Yes or No
- 7) Have steps been taken to eliminate hazards to swimmers from propellers, inlets, outlets etc Yes or No

I declare that all the aforementioned requirements have been satisfied, precautions have been taken and that safety arrangements will be maintained for the duration of the swimming operations, and will not operate outside the stated area and time.

Signed by the Supervisor

NOTE: NO 'SWIMMING' OPERATIONS ARE TO BE CARRIED OUT PRIOR TO PERMISSION BEING GRANTED AND A RADIO CHECK ON VHF CH 12 BEING CONDUCTED

Forward to: VTSWM, Associated British Ports, VTS Centre, 37 Berth, Eastern Docks, Southampton
Telephone: 02380 608208 (Duty VTS Watch Manager 24 hours) **FAX:** 02380 232991

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ABP Authorised Person

ABP Authorised Person Date Time