**GUIDELINES TO ACTIVITY REPORTING FOR DIVING OPERATIONS ON THE NORWEGIAN CONTINENTAL SHELF**

In accordance with the management regulations, Chapter VIII Notification and reporting (§33 Notification of diving operations in connection with onshore facilities), Chapter IX Reporting and information relating to offshore petroleum activities (§35 Reporting from manned underwater operations) and the ocean renewables regulation Chapter V Requirements material and information (§ 5-4 Notification and reporting of hazard and accident situations); the operator/concessionaire shall submit an activity report regarding manned underwater operations from diving facilities, sites or vessels to the Norwegian Ocean Industry Authority. The report shall be submitted no later than 14 days after the end of every half year.

One activity report form (Part 1 and Part 2) shall be completed for each national sector per diving installation and diving company having taken part in the manned underwater operation.

If an operator/concessionaire carries out manned underwater operations within another operator’s/concessionaire’s responsibility area, this activity shall be specified on a separate activity report form by the responsible operator/concessionaire. This means that this activity shall not be registered as a part of the executing operator’s/concessionaire’s total activity.

It is important that the activity report form is completed in accordance with the following model:

The model for completing the activity report form is described below.

**GENERAL:**

*Year* : Year in question

*Periods* : 1st half year is from 1 January to 30 June

 2nd half year is from 1 July to 31 December

*TUP* : Transfer Under Pressure (the term TUP has different meaning in different

contexts. Sometimes it is used for any process where divers are kept at a

pressure above the surrounding, while they move or are moved. In other cases

the term is used to designate the facility that is used for the transfer, e.g. the bell

or a special surface chamber used by the underwater workers passing from the

diving bell to another chamber).

*Operator*/concessionaire: The responsible operator/concessionaire for the manned underwater operation.

*Diving* : Name of vessel, diving platform or dive site.

*facility*

*Diving* : Name of diving company/diving contractor

*company* carrying out the manned underwater operation

*Sector* : National sector = Continental Shelf

 (Norway, United Kingdom, Denmark, Sweden, Germany, Netherland…..)

**SATURATION DIVES :**

Saturation diving is diving where the body tissue of the diver achieves full saturation of inert gas at the pressure to which he is exposed.

*No. of man* : The total number of hours per man in saturation. The saturation period is

*hours in* counted from the time when compression commences until the divers have

*saturation* been brought back to atmospheric pressure.

*No. of man* : period of time from when a diver leaves the bell on a lock-out until he returns to

*hours in* the bell after completed lock out, including any rest periods required during the

*water* lock-out, but not including mandatory rest period. Man hours for standby diver(«bellman») are not to be recorded here.

*No. of man* : The total number of hours per man in habitat/submerged chamber. In this

*hours in* spacethe man hours of the divers who leave the diving bell during the dive are

*habitat/submerged* to be recorded. Man hours for standby diver(«bellman») are not to be recorded

*chamber* here.

*No. of man* : The total number of hours per man in diving bell. In this space the total time

*hours in bell* which the divers spend in the bell during the diving operation shall be recorded.

 This applies to all divers, including standby diver («bellman»)

*No. of bell* : The total number of bell runs during the period. One bell run shall be defined as

*runs* the continuousoperation from when the clamp between the bell and the chamber is first loosened and stops when the clamp is reconnected, ready for pressure equalization and final transfer of the divers back to the chamber («Clamp to clamp»).

*Total bell* : The sum of the bell run times. The bell run time is the duration of each bell run

*run time* («Clamp to clamp»).

*No. of man*  : The total number of decompressions per man with the exception of excursions

*decompressions* according to applicable tables.

*MOU DSV days* : No of calendar days with divers in saturation (from compression of the first diver

 until completed bendwatch for the last diver).

**SURFACE ORIENTED DIVES**

A surface-oriented dive is defined as a diving operation where the diver enters and leaves the water at normal ambient pressure. (Atmospheric pressure.)

*No. of man* : The total number of dives per man.

dives

*No. of man* : The total number of hours per man in the water.

*hours in water*

*No. of surface* : The total number of surface decompressions. Here it is the number of surface

*decompressions* decompressions that is to be recorded and not decompressions that only take place in the water.

*MOU days* : No of calendar days with divers mobilised on diving vessel or site for diving

 operations.

**SURFACE ORIENTED TUP DIVES:**

Surface oriented TUP diving is a type of bell diving where the diver is not exposed to pressure to such extent as to achieve balance or saturation of the amount of saturated gas in the body tissue. Surface oriented TUP is an intervention method used in non-saturation diving shallower than 50 msw, using air/nitrox as breathing gas medium, where the divers are transferred from their working depth to a surface decompression chamber in a closed bell maintaining pressure greater or equal to the first decompression stop.

*No. of bell* : The total number of bell runs during the period. One bell run shall be definedas

*runs*  the operation from the time when the diving clamp disconnection starts, alternatively when the door(s) of the diving bell are closed at the surface ready for compression, until the diving bell clamp connection is completed on a surface chamber ready for TUP (“clamp to clamp”), alternatively until completed decompression in the bell.

*No. of man* : period of time from when a diver leaves the bell on a lock-out until he returns to

*hours in* the bell after completed lock out, including any rest periods required during the

*water* lock-out. Man hours for standby diver(«bellman») are not to be recorded here.

*No. of man* : The total number of hours per man under pressure. In this space the total time

*hours under* which the divers remain under increased pressure shall be recorded.

*pressure* This means the period of time from commencement of compression until the divers have been brought back to atmospheric pressure. This applies to all divers including standby diver («bellman»).

*MOU days* : No of calendar days with divers mobilised on diving vessel or site for diving operations.

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| **ACTIVITY REPORT, PART 1 ACTIVITY [[1]](#footnote-1)****Manned underwater operations in the ocean industry activities** |
| Year: Period[[2]](#footnote-2): Operator/concessionaire: Sector1:Diving Company: Diving facility (DSV / LDC)1:  |
| **SATURATION DIVES:**No of manhours in saturation: No of manhours in water: No of manhours in habitats / submerged chamber: No of manhours in bell: No of bell runs: Total bell run time (hours): No of man decompressions: No of MUO DSV days[[3]](#footnote-3):  |
| **SURFACE ORIENTED DIVES:**BREATHING GAS: No of man dives: No of man hours in water: No of surface decompressions: No of MUO days[[4]](#footnote-4):  |
| **SURFACE ORIENTED TUP:**BREATHING GAS: No of bell runs: No of manhours in water: No of manhours under pressure: No of man decompressions: No of MUO days4:  |
| **Comments/Remarks:**  |

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| **ACTIVITY REPORT, PART 2 INCIDENTS****Manned underwater operations in the ocean industry activities** |
| **REPORTED DIVING INCIDENTS; HAZARD, NEARMISS & ACCIDENT / ILLNESS** |
| **#1** | Date of incident: Incident category [[5]](#footnote-5):Incident report(s) issued [[6]](#footnote-6):Date reported:  | Type of incident keywords (e.g. ear-/ skin infection, first aid to hand, back issues….): |
| **#2** | Date of incident: Incident category 5:Incident report(s) issued 6:Date reported:  | Type of incident keywords (e.g. ear-/ skin infection, first aid to hand, back issues….): |
| **#3** |  |  |
| **Comments / Remarks:**  |
| **To be submitted to the Norwegian Ocean Industry Authority no later than 14 days after the expiry of each half year period 2** |

1. Activity reporting shall be delivered for each diving facility (DSV/LDC) and national sector (NO/UK/DK/etc) [↑](#footnote-ref-1)
2. Periods: January - June / July – December. Ref. Management regulation §33 (onshore facilities), §35 (offshore) and Ocean renewables regulation § 5-6 [↑](#footnote-ref-2)
3. MUO DSV days: No of calendar days with divers in saturation (from compression of the first diver until completed bendwatch for the last diver). [↑](#footnote-ref-3)
4. MUO days: No of calendar days with divers mobilised on diving vessel or site for diving operations. [↑](#footnote-ref-4)
5. Incident categories: hazard/near-accident, first aid, medical treatment, serious personal injury, lost time injury/disability resulting in absence, work-related illness, death. Ref. Management regulation Chapter VIII, Ocean renewables regulation §5-4 and NORSOK U-100, Annex A. [↑](#footnote-ref-5)
6. Type of reports: Alert/notification to the Norwegian Ocean Industry Authority, NORSOK U-100, NAV13-06.05 (offshore), NAV13-07.05 (onshore facility). <https://www.havtil.no/en/contact-us/reporting-to-havtil/> and Physicians duty to report possible work-related illness on ATIL154b/c <https://www.arbeidstilsynet.no/kontakt-oss/meldeplikta-til-legane/>. [↑](#footnote-ref-6)