Diving Safety Management System (DSMS) Concordance Tables

Form

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Completion of these tables is not a requirement. However, doing so may help ensure that all required subject matter is covered in your submission. If completed, please attach a copy to your DSMS submission and send to:

**National Offshore Petroleum Safety and Environmental Management Authority**

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## Table A - DSMS Guideline Principles

This table should be used to indicate which section(s) of the DSMS address principles detailed within the *Diving Guidelines*, made by NOPSEMA in accordance with sub-regulation 4.4(1) of the Commonwealth *Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2009* and/or Victorian equivalent,as well as any relevant comments where applicable.

| **Ref** | **Principle** | **Document reference and comments** |
| --- | --- | --- |
| **1.0** | **Leadership and Commitment**  The diving contractor should demonstrate through the DSMS a commitment to achieving a high standard of health and safety in the organisation through the development of effective health and safety policies supported by appropriate organisational structures, positive behaviour of individual managers and the promotion of a cooperative effort at each level in the organisation. | |
| 1.1 | **Policy and Leadership**  The diving contractor’s health and safety policy should be supported by a high level commitment to effective risk and safety management consistent with and at least equal to other business aims. |  |
| 1.2 | **Organisation and Responsibilities**  The DSMS must provide evidence of an effective organisational structure (roles and responsibilities) for implementation and maintenance of the health and safety policy. |  |
| 1.3 | **Workforce Involvement and Communication**  The DSMS must provide evidence of the measures that will be taken to develop and maintain effective participation and consultative mechanisms that promote active communication and involvement of all personnel in the management of safety, the control of workplace hazards and risk and the development of the DSMS and DPP. |  |
| 1.4 | **Resources**  The DSMS must provide evidence to demonstrate sufficient resources will be made available to develop, implement, improve and maintain the DSMS. |  |
| **2.0** | **Planning**  The diving contractor must demonstrate through the DSMS, a systematic approach to the management of diving project hazards and risk through the identification and assessment of hazards and risk, the establishment of objectives, plans and performance standards, and the development of adequate documentation. | |
| 2.1 | **Hazard Identification and Risk Management**  The DSMS must provide evidence of the procedures in place for the systematic review of health and safety hazards and risk over the duration of the diving project. |  |
| 2.2 | **Objectives, Plans and Performance Standards**  The DSMS must provide evidence of the measures in place to establish, maintain and monitor measurable and achievable health and safety objectives, plans and performance standards consistent with the company’s health and safety policy. |  |
| 2.3 | **Sources of Information**  The DSMS must provide evidence of the measures that will be taken to develop, implement and maintain procedures for the identification, collection, review and dissemination of information and standards relevant to the safe design and operation of the diving project. |  |
| 2.4 | **Management System Documentation**  The DSMS must provide for the development and maintenance of an accessible documented DSMS integrated with other management systems. |  |
| **3.0** | **Implementation**  The diving contractor must demonstrate through the DSMS that hazards associated with facilities and work activities are controlled and arrangements are in place for responding to emergencies. | |
| 3.1 | **Design, Construction and Commissioning**  The DSMS must provide evidence to demonstrate that hazards and risk associated with the development, construction and commissioning of the diving project and its plant, equipment and systems are eliminated, or reduced to as low as reasonably practicable. |  |
| 3.2 | **Diving Plant & Equipment**  The DSMS must provide evidence to demonstrate the diving contractor has procedures in place that ensure diving plant and equipment (including diving support vessels), are fit for function and use. |  |
| 3.3 | **Management of Change**  The DSMS must provide evidence to demonstrate that changes and modifications are reviewed for hazards and risk prior to implementation and information on change requirements are communicated to all relevant employees and stakeholders. |  |
| 3.4 | **Purchasing and Control of Materials and Services**  The DSMS must provide evidence of the measures that will be taken to develop and maintain appropriate arrangements for the control of purchased services and materials to ensure additional hazards are minimised. |  |
| 3.5 | **Safe Operational Procedures**  The DSMS must provide evidence of the measures that will be taken to develop and use operational procedures that effectively manage risk arising from operations. |  |
| 3.6 | **Materials Handling and Storage**  The DSMS must provide evidence to demonstrate that the diving contractor has a safe system for handling and storing of materials. |  |
| 3.7 | **Maintenance and Repair**  The DSMS must provide evidence to demonstrate that the diving contractor has an effective system of maintenance to ensure the safe operation of the diving project |  |
| 3.8 | **Workforce Selection, Competency and Training**  The DSMS must provide evidence to demonstrate that the diving contractor has processes in place to ensure ongoing competence of personnel. |  |
| 3.9 | **Workplace Environment**  The DSMS must provide evidence to demonstrate that the diving contractor has facilities and processes in place to ensure and promote a safe work environment. |  |
| 3.10 | **First Aid & Emergency Response**  The DSMS must provide evidence that demonstrates the diving contractor can implement effective first aid and emergency response arrangements. |  |
| 3.11 | **Fire & Explosion**  The DSMS must provide evidence to demonstrate the diving contractor has procedures in place to address fire and explosion hazards. |  |
| **4.0** | **Monitoring and Evaluation**  The DSMS must provide evidence that demonstrates the diving contractor has processes in place to ensure that diving project plant, process, work systems and management arrangements are measured, monitored and, evaluated and, where deficiencies are identified, corrective actions are implemented. | |
| 4.1 | **Inspection, Testing and Monitoring**  The DSMS must demonstrate that the diving contractor has effective systems of inspection, testing and monitoring to ensure technical integrity of the diving project. |  |
| 4.2 | **Health Monitoring Systems**  The DSMS must provide evidence that demonstrates the diving contractor will monitor and evaluate the effects of the work environment on the health of the workforce. |  |
| 4.3 | **Incident/Hazard investigation and reporting**  The DSMS must provide evidence that demonstrates the diving contractor has an effective system of reporting and investigating hazards and incidents and establishes measures to prevent recurrence. |  |
| 4.4 | **Health and Safety Information and Reports**  The DSMS must provide evidence that demonstrates there are processes in place to maintain a system for the analysis, dissemination, storage/archiving and retrieval of information relevant to health and safety. |  |
| **5.0** | **Audit and Review**  The DSMS must provide evidence that demonstrates the diving contractor has in place a system for managing health and safety risk is, implemented, effective and continually improving. | |
| 5.1 | **DSMS Audit**  The DSMS must provide evidence that demonstrates the diving contractor has processes in place to periodically verify the operation of the safety management arrangements. |  |
| 5.2 | **Review and Improvement**  The DSMS must provide evidence that demonstrates the diving contractor has processes in place for the regular review of the DSMS to assure the arrangements adopted are effective in meeting the diving contractor’s policies and objectives. |  |

## Table B – Compliance with the Regulations (DSMS Contents)

This table should be used to indicate which section(s) of the DSMS address the specific requirements of sub-regulations 4.4 (2) to 4.4 (4) of the Commonwealth *Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2009* and/or Victorian equivalent, as well as any relevant comments where applicable.

| **Reg** | **Regulation** | **Document reference and comments** |
| --- | --- | --- |
| 4.4 (2) | A DSMS must provide for: | |
| (a) | all activities connected with a diving project; and |  |
| (b) | the preparation of a diving project plan, in accordance with Part 3, for a project (including consultation with members of the workforce in the preparation of the plan) and the revision of the plan as necessary; and |  |
| (c) | the continual and systematic identification of hazards related to a diving project; and |  |
| (d) | the continual and systematic assessment of: | |
| (i) | the likelihood of the occurrence, during normal or emergency situations, of injury or damage associated with those hazards; and |  |
| (ii) | the likely nature of any injury or damage; and |  |
| (e) | the elimination of risks to persons involved with the project and associated work including: | |
| (i) | risks arising during evacuation, escape and rescue in case of emergency; and |  |
| (ii) | risks to persons involved with the operation arising from equipment and hardware; or the reduction of those risks to as low as reasonably practicable; and |  |
| (f) | the inspection and maintenance of, and testing programs for, equipment and hardware integral to the control of those risks; and |  |
| (g) | communications between persons involved in a diving project; and |  |
| (h) | the performance standards that apply to the DSMS; and |  |
| (i) | a program of continuous improvement. |  |
| 4.4 (3) | A DSMS must: | |
| (a) | specify any standard or code of practice that is to be used in a diving project; and |  |
| (b) | require the diving to be carried out in accordance with those standards or codes. |  |
| 4.4 (4) | A DSMS must contain: | |
| (a) | any information that is reasonably necessary to demonstrate that the DSMS complies with these Regulations; and |  |
| (b) | a system for the management of change. |  |

## Table C – Compliance with the Regulations (Consultation)

This table should be used to indicate which section(s) of the submission address the requirement for consultation with divers and members of the workforce in revising or developing the DSMS and the statement from the diving contractor confirming this has occurred, as required by sub-regulations 4.18 (1) and (2) of the Commonwealth *Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2009* and/or Victorian equivalent, as well as any comments where applicable.

| **Reg 4.18** | **Regulation** | **Document reference and comments** |
| --- | --- | --- |
| (1) | In developing or revising a DSMS or diving project plan, a diving contractor must ensure that there is effective consultation with, and participation of, divers and other members of the workforce who will, or may be, working on: | |
| (b) | in the case of a DSMS — projects for which the DSMS would be appropriate. |  |
| (2) | When submitting a DSMS to NOPSEMA for acceptance, the diving contractor must set out in writing, details of the consultation that has taken place, including: | |
| (a) | submissions or comments made during the consultation; and |  |
| (b) | any changes that have been made to the DSMS as a result of the consultation. |  |