Diving Start-up Notice

Form

Document No: N-04500-FM2352 A1213107

Date: 12/06/2025

**For instructions and general guidance in the use of this form, please see the last page.**

This Form is required to be submitted by the Diving Contractor within 28 days[[1]](#footnote-1) of the commencement of diving activities. An approved Diving Project Plan (DPP) must be submitted with this form.

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| Diving Start-up Notice OPGGS (Safety) Regulations - Section 4.24 | | |
| Contact details | | |
| (a) | **Diving Contractor Company:** |  |
| **Address:** |  |
| **Phone:** |  |
| **Email:** |  |
| (b) | **Name of contact person:** |  |
| **Operator:** |  |
| **Position:** |  |
| **Address:** |  |
| **Phone:** |  |
| **Email:** |  |
| Diving Project details | | |
| (c) | **Start Date:** |  |
| (d) | **Expected duration of diving:** |  |
| (e) | **Diving location:** |  |
| (f) | **Diving depth:** |  |
| (g) | **Dive table(s) used:** |  |
| (h) | **Diving equipment to be used:** |  |
| (i) | **Compression/Decompression rates for deep diving (>200m):** |  |
| (j) | **Purpose of diving:** |  |
| (k) | **Estimated number of personnel engaged in diving project:** |  |
| (l) | **Tasks and duties of each person involved in the diving project:** |  |
| (m) | **Breathing mixture used:** |  |
| Diving Project Plan and other relevant permissions | | |
| (n) | **DPP Title:** |  |
| **DPP Document and Revision numbers:** |  |
| (o) | **Accepted Safety Case Title:** |  |
| **Accepted Safety Case Document and Revision numbers:** |  |
| **Accepted DSMS Title:** |  |
| **Accepted DSMS Document and Revision numbers:** |  |
| **Other relevant permissions:** |  |
| Signature box | | |
| Name: | |  |
| Signature: | |  |
| Date: | |  |

Instructions and general guidance for use:

1. The completion of this Form is a requirement of the Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2024 (OPGGS Regulations) under Section 4.24AA.
2. To avoid any doubt, the following clarifications are provided:
   1. Section 4.24(b) – the Operator that has approved the DPP should be entered here. This will be the contact person that NOPSEMA may contact at any time. NOPSEMA may also choose to contact the Diving Contractor, however, this will be undertaken in consultation with the Operator.
   2. Section 4.24 (f) – the maximum planned depth for the diving project must be specified.
   3. Section 4.24 (g) – all dive tables used for the diving project should be specified.
   4. Section 4.24 (h) – diving equipment relates to the diving techniques to be used (e.g. air, nitrox, saturation) and emergency response equipment/hardware to enable the rescue of divers (e.g. HRC, SPHL, HRV, etc).
   5. Section 4.24 (i) – NOPSEMA interprets deep diving to be at depths greater than 200m.
   6. Section 4.24 (l) – roles and responsibilities of each person on the diving project and their associated tasks should be described. Tasks should be described at a sufficient level of detail to understand the level of risk associated with each task (e.g. hyperbaric welding, valve replacement, etc).
3. To satisfy the requirement of the OPGGS Regulations:
   1. The Diving Contractor is required to submit the completed DNS to NOPSEMA at least 28 days before the day of any diving activity.
   2. The Diving Contractor may request that a diving project starts within the 28-day timeframe, however NOPSEMA will only consider such requests under exceptional circumstances (e.g. emergency-related diving activities required to manage impacts and risks to safety, environment and well integrity).
   3. The Diving Contractor must submit an Operator approved DPP with the DSN to NOPSEMA.
   4. No diving can commence until NOPSEMA has assessed and accepted the DSN. In this regard, NOPSEMA may request further written information if it is unclear whether the DSN meets the requirements of the Regulations.
   5. NOPSEMA may reject the DSN if it determines the requirements of Section 4.24 have not been satisfied, or if activities covered by the DSN are not consistent with the accepted DSMS and approved DPP.
4. This form should be used in conjunction with NOPSEMA Diving Guideline (N-04500-GL1222).
5. This form is intended to be completed electronically using Microsoft Word by completing the cells which will expand as required to accept the information.
6. The completed version of this form (and attached DPP) should be emailed to: [submissions@nopsema.gov.au](mailto:submissions@nopsema.gov.au) or submitted via secure file transfer at: <https://securefile.nopsema.gov.au/filedrop/submissions> as soon as practicable, but in any case, within 28 days of the commence of any diving activity.

Privacy Notice

NOPSEMA collects your personal information for the purpose of investigating accidents, dangerous occurrences and environmental incidents under the *Offshore Petroleum and Greenhouse Gas Storage Act 2006*.

NOPSEMA will not use or disclose your personal information for any other purpose without your consent, unless it is required or authorised by law, or relates to NOPSEMA’s enforcement activities. Your personal information may be disclosed to the following organisations, entities or individuals:

* individuals who make a request under the *Freedom of Information Act 1982*
* the Australian National Audit Office and other privately appointed auditors
* other law enforcement bodies (for example, the police or the coroner)
* NOPSEMA’s legal advisors.

NOPSEMA may occasionally be required to disclose information to overseas recipients to discharge its functions or exercise its powers, or to perform its necessary business activities.

Information about how you can access, or seek correction to, your personal information is contained in NOPSEMA’s APP Privacy Policy at [www.nopsema.gov.au/privacy](http://www.nopsema.gov.au/privacy). If you have an enquiry or a complaint about your privacy, please contact NOPSEMA’s Privacy Contact Officer on (08) 6188 8700 or by email at: [privacy@nopsema.gov.au](mailto:privacy@nopsema.gov.au).

1. Section 4.24AA (1)(a)(ii) of the OPGGS (Safety) Regulations allows for another day agreed by NOPSEMA and the diving contractor [↑](#footnote-ref-1)