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OPNAVINST 3150.27B
N773
March 17, 2005

OPNAV INSTRUCTION 3150.27B

From: Chief of Naval Operations
To: All Ships and Stations
Subj: NAVY DIVING PROGRAM

- Ref: (a) DoD Directive 3224.4 of 18 Jul 96, Single Manager Responsibility for Joint Service Military Diving Technology and Training (MDT&T)
(b) SECNAVINST 3150.2, Single Manager Responsibility for Joint Service Military Diving Technology and Training (MDT&T)
(c) NAVSEA SS521-AA-MAN-010, U.S. Navy Diving and Manned Hyperbaric Systems Safety Certification Manual
(d) NAVSEA SS800-AG-MAN-010/P-9290 System Certification Procedures and Criteria Manual for Deep Submergence Systems, Rev A
(e) NAVSEAINST 3151.1, Diving and Manned Hyperbaric Systems Safety Certification Program
(f) NAVFACINST 5420.19E, System Certification Authority (SCA) for Shore Based Hyperbaric Facilities: Functions and Membership
(g) NAVSEA ltr 10560 Ser00C32/3062 of 26 Jul 04, Diving Equipment Authorized for Navy Use, Letter of Promulgation
(h) NAVSEA SS521-AG-PRO-010, U.S. Navy Diving Manual, Rev 4
(i) Manual of the Medical Department (P-117), U.S. Navy
(j) Naval Military Personnel Manual (NAVPERS 15560D)
(k) NATO ADivP-1(A)/MdivP-1(A), Multinational Guide to Diving Operations
(l) SECNAVINST 3900.39C, Protection of Human Subjects
(m) BUMEDINST 3900.6B, Protection of Human Subjects
(n) OPNAVINST 5100.19D, Naval Occupational Safety and Health (NAVOSH) Program Manual for Forces Afloat
(o) OPNAVINST 1000.16J
(p) OPNAVINST 4441.12C, Retail Supply Support of Naval Activities and Operating Forces
(q) OPNAVINST 5450.180C, Mission and Functions of Naval Safety Center

Encl: (1) Guidelines for the Training of Civilians in Navy Diving Schools

1. Purpose. To establish policy and assign responsibilities for the Navy Diving Program and to enhance safety by promoting a clear understanding of diving program policy and a uniform execution of that policy within the Department of the Navy (DON). References (a) and (b) designate the Chief of Naval Operations (CNO), Director, Submarine Warfare Division (N77) as the executive manager for the Joint Service Military Diving Technology and Training (MDT&T) program. Accordingly the policies provided in this instruction apply to all Department of Defense (DoD) components and activities conducting diving operations within the scope of the MDT&T program. Throughout this instruction the term "Navy" applies to all military and civilian DoD diving activities and operations. This instruction is a complete revision and should be reviewed in its entirety.

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2. Cancellation. OPNAVINST 3150.27A and OPNAVINST 3150.28A.

3. Scope. This instruction applies to all diving, diver training, and manned hyperbaric systems operations conducted by the U.S. Navy, afloat and ashore including all diving performed by DON civil service employees. Personnel working in the dry environment of sonar domes, medical hyperbaric treatment unrelated to diving, and aircrew personnel undergoing emergency underwater escape training are not addressed by this instruction.

4. Definitions

a. For the purpose of this instruction, diving is defined as any underwater activity or related hyperbaric facility operations in which personnel are subjected to elevated ambient pressure and use equipment such as:

(1) Surface Supported Diving Systems (SSDS) and equipment including diver weight handling equipment and equipment used to support saturation diving operations, including the Submarine Rescue Chambers (SRCs).

(2) Self-Contained Underwater Breathing Apparatus (SCUBA), including open circuit, semi-closed circuit, and closed circuit designs using any breathing medium.

(3) Undersea habitats.

(4) Dry Deck Shelters (DDS), SEAL Delivery Vehicles (SDVs), Advance SEAL Delivery System (ASDS), pressurized submarine rescue systems, submarine Lock-in/out trunks, diver propulsion vehicles (DPVs), and their life support systems.

(5) Manned hyperbaric chambers, recompression chambers, and diving simulators, such as submarine escape trainers and diver support systems for aviation escape trainers.

(6) Diver tool systems, which are pneumatically, electrically, or hydraulically driven or explosively actuated.

(7) Other diving life support systems or diving equipment not specified above.

b. The following terms are defined as they relate to the Navy Diving Program:

(1) System Certification. The procedure for independent technical review, survey, test, and approval to ensure material and procedural adequacy of diving equipment or systems to perform safely within specified operational limits.

(2) System Certification Authority (SCA). The code within Commander, Naval Sea Systems Command (COMNAVSEASYSCOM) or Commander, Naval Facilities Engineering Command (COMNAVFACENGCOM) delegated responsibility for execution of the Diving and Hyperbaric Systems Certification Program for afloat, portable and ashore systems as specified in references (c) through (f).

(3) Authorized for Navy Use (ANU). The designation applied to selected diving equipment, tools and accessories, and portable, ashore, and afloat

hyperbaric systems components, which have undergone design safety reviews, test and evaluation, or both to ensure diver safety. Diving equipment can be designated ANU only by the Supervisor of Diving (NAVSEA 00C3B) after an independent review of documentation. Reference (g) provides the definitions and categories for life support and non-life support equipment and tools. The itemized list of diving equipment Authorized for Navy Use (ANU) is dynamic and is available via the NAVSEA 00C website, www.supsalv.org.

(4) Qualified U.S. Military Diver. Active duty and reserve military personnel and civilian employees of the DoD, who have successfully completed formal training at a U.S. Navy diving school and maintain qualification. For the purpose of this instruction, any U.S. Army, U.S. Air Force, U.S. Coast Guard or U.S. Marine Corps personnel who have completed formal training at either a U.S. Navy diving school or other DoD operated diving school, and who maintain qualifications are also considered to be a "Qualified U.S. Military Diver".

(5) Qualified Non-U.S. Military Diver. A qualified non-U.S. military diver is any foreign military diver qualified and designated per their nation's military requirements and standards.

(6) Diving Waiver. Authorization to depart from established operating/safety procedures, to use diving equipment that is not certified or ANU, to exceed specified operational limits, or deviate from established physical standards and personnel qualifications.

5. Policy. Personnel safety is the primary consideration in all diving and hyperbaric facility operations. Accordingly, the following policies and procedures are established for the Navy Diving Program:

a. CNO (N77) is the principal authority for Navy diving policy. The Head, Deep Submergence Systems Branch (N773), acting for N77, will coordinate all diving matters including those related to Naval Special Warfare, Naval Explosive Ordnance Disposal, Naval Construction Force (NCF) and all other U.S. military diving operations.

b. All diving systems and manned hyperbaric systems, whether portable, shipboard mounted, or fixed ashore and selected diving equipment will be certified or ANU listed or require a waiver by CNO. Manned dives conducted as part of the system certification process do not require a CNO waiver when conducted following the requirements of references (c) and (d).

(1) COMNAVSEASYSKOM (SEA 00C) is designated the Technical Warrant holder and the lead SYSCOM for the acquisition, certification, and ANU designation for all Navy diving life support systems, equipment, and afloat and portable hyperbaric systems.

(a) Complete diving systems, manned hyperbaric systems, life support systems and equipment which are the result of development programs, and other diving equipment designated by COMNAVSEASYSKOM (00C) will be certified per references (c) and (d), and a Certificate of System Certification will be issued by the SCA to attest to the safety of the systems.

(b) The Supervisor of Diving (NAVSEA 00C3B) may designate diving life support equipment having a history of safe use by commercial industry, other services or other countries as ANU.

(2) COMNAVFACECOM is the acquisition and certification authority for shore based hyperbaric facilities and diving systems that will be certified per reference (f).

c. All Navy diving operations will be conducted only by qualified U.S. Military Divers using Navy approved and/or certified equipment, systems and procedures. Only currently qualified U.S. Military Divers will be allowed to use Navy diving equipment, except as noted in subparagraphs 5.f and 5.g. All diving with Navy equipment shall be in strict accordance with this instruction and reference (h). Exceptions from this policy require prior approval from CNO (N773).

d. All Navy divers must receive periodic diving physicals to remain qualified. Reference (i) establishes the medical standards for Navy divers. Request for exceptions from these standards must be submitted to Bureau of Naval Personnel (BUPERS) via Bureau of Medicine and Surgery (BUMED M3F7). Other DOD component services may modify these standards as necessary and incorporate service specific requirements. Other component services submit waivers via the service appropriate administrative and medical chain of command.

e. DON civilian divers must maintain qualifications and requalify in the same manner as prescribed for military divers of comparable classification. Additionally, they must follow these additional guidelines:

(1) Comply with all OSHA diving requirements and restrictions.

(2) DON civilian divers may continue diving duty past age 45 as described in reference (i). Per reference (j), experienced civilian divers who no longer meet medical standards of reference (i) may be assigned to a "Supervisory Status Only" category. Requests shall be submitted per reference (j) to Chief, Bureau of Medicine and Surgery (BUMED), Director, Undersea Medicine and Radiation Health (BUMED M3F3) via the chain of command and COMNAVSEASYSOM (00C3B).

(3) A naval officer or senior civilian supervisor, preferably with diving experience, shall be designated in writing as the Diving Officer at each Department of the Navy activity with civilian divers. The Diving Officer will ensure strict compliance with references (c) through (j), this instruction, and local diving instructions.

(4) Each activity having a regular diving workforce, in addition to the Diving Officer, will have a Civilian Diving Supervisor (CSDV). The CSDV is responsible for daily diving operations and must be designated in writing, be at the foreman or higher level, be fully qualified at the civilian equivalent of a Second Class Diver or higher, and be qualified as a diving supervisor as defined by reference (h). Alternate Civilian Diving Supervisors may be designated in writing. They shall be qualified per reference (h) and be fully qualified at a minimum Second Class Diver equivalent level, but need not be at the foreman level.

(5) Civilian trainee divers must meet the medical and physical requirements for initial entry into the diving program per references (i) and (j), and must be in a local on-the-job training status prior to being sent to a Navy diving school per enclosure (1). A person may remain in a trainee diver status for a maximum of 24 months (not necessarily consecutive), but may not dive until arrival at a Navy diving school, except for the pressure test conducted as a prerequisite for diver training.

f. U.S. Military Divers permanently assigned to the Armed Forces of Allied Nations under the personnel exchange program (PEP) are permitted to use foreign diving equipment and comply with the operational standards of that allied force. The senior U.S. Military Diver assigned to a particular unit shall ensure that no undue safety hazards exist before allowing the participation of U.S. personnel in diving operations. Similarly, foreign military divers assigned to the Armed Forces of the United States under the personnel exchange program, are authorized to participate in Navy diving operations, using the U.S. equivalent of their current qualifications, provided that they maintain diving qualifications under their appropriate national authorities. The foreign military diver is restricted to diving the U.S. equivalent(s) of his current qualification(s) e.g., a qualified foreign military SCUBA diver may not dive in a U.S. MK21 SSDS or MK25.

g. At the discretion of the Commanding Officer/Officer in Charge and based upon the recommendation of the senior qualified U.S. Military Diver present, a qualified non-U.S. Military Diver may participate in Navy diving operations, use Navy diving equipment and/or be provided with compressed gases for diving provided the following conditions are met:

(1) The diving operation must support a current military operation, scheduled Fleet exercise or provide assistance/training to another U.S. Federal agency.

(2) Participating non-U.S. Military Divers must be qualified to dive the equivalent of the U.S. Navy diving system being used and medically qualified to dive by their national military authority or parent organization.

(3) All diving equipment must be provided by the U.S. Navy. Use of non-Navy diving equipment is not authorized with the exception of personal CAT III equipment (mask, fins, etc.). Due to the unique operating and emergency procedures associated with the MK 16 Underwater Breathing Apparatus (UBA), its use by non-U.S. Military Divers requires a CNO (N773) waiver.

(4) Qualified non-U.S. Military divers must be accompanied by a qualified Navy SDV pilot or co-pilot at all times during SDV operations.

(5) As appropriate, prior to conducting exercises, the Officer-in-Charge (OIC) shall review reference (k) when conducting diving operations with NATO or allied countries.

(6) Prior to conducting open water dives, conduct training on the U.S. Navy diving equipment being used, operating and emergency procedures, and conduct familiarization dives in a controlled environment (i.e., a pool or pier side).

(7) The diving supervisor and standby diver shall be qualified U.S. Military Divers. Non-U.S. Military Divers may man other dive station positions provided there is a qualified U.S. Navy Diver backup.

(8) During combined diving operations when non-U.S. Military Divers are not fluent in English, translators shall be present to ensure proper communication.

(9) Prior to the commencement of diving operations, the senior U.S. Military Diver shall confirm in a Memorandum for the Record (MFR) which states the participating non-U.S. Military Divers are qualified to dive the national equivalent of the U. S. diving equipment being used and have completed the required familiarization training.

h. Navy diving operations involving the use of uncertified or non-ANU equipment are authorized under the following conditions:

(1) Manned dives of uncertified or non-ANU equipment may be conducted under the cognizance of the SCA in pursuit of system certification per references (e) and (f).

(2) With prior authorization from COMNAVSEASYSKOM (00C), manned dives of uncertified or non-ANU life support diving equipment may be conducted by Navy Experimental Diving Unit (NEDU). Naval Surface Warfare Center, Dahlgren Division, Naval Surface Warfare Center Panama City (NSWC-PC) and Naval Facilities Engineering Service Center (NFESC) may conduct Research, Development, Test and Evaluation (RDT&E) of non-life support diving equipment and tools. All manned diving at NSWC-PC or NFESC of uncertified or non-ANU life support equipment shall be conducted under the cognizance of an approved NEDU Test Plan and shall adhere to the procedures for protection of human test subjects contained in references (l) and (m). All other activities conducting diving RDT&E are prohibited from conducting manned dives involving uncertified or non-ANU equipment without a CNO approved waiver.

(3) Uncertified recompression chambers may be used in emergencies under the provisions of the guidance contained in reference (i). When an uncertified chamber is used the following information shall be included in the Diving Mishap Report: Chamber type, chamber location, government or civilian-owned, currency and type of any non-U.S. certification, and chamber point of contact name and phone number.

i. Diving reports and record keeping shall be maintained per reference (h). Submission of diving log reports is not required by personnel working in sonar domes, undergoing submarine escape training, aircraft emergency egress device training, or the conduct of off-duty sport or recreational diving.

j. Diving equipment that may have contributed to an accident must be secured untampered, and shipped by fastest traceable means to NEDU for analysis. The equipment will not be dismantled, cleaned, or altered in any way prior to shipment. Diving mishaps shall be reported and handled per references (h) and (n). CNO WASHINGTON DC//N773//, COMNAVSEASYSKOM WASHINGTON DC//00C// and NAVXDIVINGU PANAMA CITY FL will be an info addee on all such reports.

k. Waiver Requests

(1) Waiver requests, except for physical standards, will be submitted to CNO (N773) via operational chain of command and COMNAVSEASYSCOM (00C). Submit waiver requests for deviations from physical standards to Commander, Naval Personnel Command (PERS-401D) via Bureau of Medicine and Surgery (BUMED-M3F7).

(2) Waiver requests must substantiate the urgent or unusual circumstances and or operational considerations justifying their approval and should include adequate detail to permit a meaningful technical review. Typical information includes: description of the operational scenario, system material condition and certification status, system limitations imposed by the waiver, potential impact on personnel safety, and required duration of the waiver.

1. Diving billets will be established or changed per reference (o).

6. Action

a. CNO (N77) will:

(1) Provide Navy Diving Program policy guidance.

(2) Coordinate fleet requests and establish requirements for specific diving systems and equipment.

(3) Be the final authority on all requests for waiver of system certification, safety and operational procedures, personnel qualifications (except physical standards), and material requirements related to Navy diving.

(4) Provide guidance to the Naval Safety Center (NAVSAFCECEN) regarding the maintenance of Navy diving statistics and the performance of safety surveys on commands with diving and/or hyperbaric systems.

(5) With support of BUMED, Naval Education and Training Command (NETC) and COMNAVSEASYSCOM (00C3B), develop and promulgate personnel qualification requirements for divers.

(6) With assistance of BUPERS, establish and issue diver qualification and re-qualification criteria and the administrative procedures for documentation in member's service records and diving logs.

(7) With assistance of BUPERS and NETC, establish, monitor, and administer career patterns for diver personnel under existing personnel management policies, consistent with the needs of the Navy.

(8) Coordinate with U.S. Army, U.S. Air Force, U.S. Coast Guard and U.S. Marine Corps on all diving matters, including requests for diving waivers.

b. Fleet Commanders, Type Commanders, Group and Squadron Commanders, Unit Commanders, Commanding Officers and Officers in Charge shall:

(1) Implement these policies among all activities involved in manned diving and hyperbaric operations.

(2) Ensure the diving command maintains an official diving log of all dives conducted at the command. This log is an official record and is to be retained for 3 years. Additionally, individual divers will maintain a personal diving log documenting all Navy dives.

(3) Develop and conduct TYCOM or ISIC level operational, administrative, and material inspections of all diving activities to verify compliance. These assessments will normally be conducted on a twenty-four month basis but should not exceed thirty-six months.

(4) Request safety surveys from the Naval Safety Center, as desired, to provide an independent review of diving safety readiness. Although voluntary for Fleet Units that are periodically inspected by a Diving Operational Readiness Assessments (DORA), commands and units that do not receive these inspections shall complete a diving safety survey by the Naval Safety Center at least every 24 months.

(5) Activities having recompression chambers are required to maintain them in a certified condition per references (e) or (f), as appropriate.

c. COMNAVSEASYSKOM will:

(1) Designate a Supervisor of Diving to act as technical authority for all Navy diving. Responsibilities include design and acquisition management for diver life support equipment, portable and shipboard hyperbaric facilities, surface supported diving systems, saturation diving systems, and diving tools and equipment. Provide tailored, comprehensive integrated logistic support (ILS) and life-cycle management of acquired hardware.

(2) Provide technical support to CNO in the development of diving program policy and advise CNO on matters which affect Navy diving including diving waiver requests.

(3) Maintain reference (h) ensuring that it is reviewed at least annually and updated as required. Ensure CNO (N773) approves all changes affecting established Navy diving policy prior to issuing changes to the manual.

(4) Establish, publish, and maintain publications as necessary to provide consistent, accurate technical guidance and safe operational and emergency procedures.

(5) Serve as the lead SYSCOM for Diving and Hyperbaric Systems Certification with the following responsibilities:

(a) Designate SEA 00C as the lead SCA for manned diving or man-rated hyperbaric systems that are portable or shipboard mounted and conduct system certification surveys per reference (e).

(b) Designate SEA 07 as the SCA for Deep Submergence and submarine based manned diving or man-rated hyperbaric systems. Ensure SEA 00C reviews the design and participates in the testing, audits and surveys of such systems.

(c) Collaborate with COMNAVAFACENGCOM (FAC 15), to establish certification criteria which is, to the maximum practical limit, uniform for

shipboard, portable and shore-based systems. Chair periodic meetings (at least annually) of the COMNAVSEASYSCOM, COMNAVFACENCOM SCAs and CNO (N773) to ensure maximum uniformity in the certification process.

(d) Notify CNO (N773) of all diving activities that fail to certify/re-certify as required.

(e) Maintain a database on the certification status of all Navy diving and hyperbaric systems.

(f) Maintain reference (c) and ensure that it is updated on a regular basis.

(6) Establish and administer programs and procedures for testing and evaluation of commercially available equipment leading to ANU designation or system certification. Maintain the ANU listing of diving systems and equipment authorized for use by U.S. Military Divers and retain documentation supporting approval.

(7) Establish a Diver's Breathing Air Sampling Program for all naval activities with an air diving capability.

(8) Provide support, as requested, to the operational forces and the Naval Safety Center in the development of general inspection guidelines for diving systems and diving safety.

(9) Provide technical support for the development of required diving system alterations. Act as the technical review authority for all diving related Ship Alteration (SHIPALT) requests and Equipment Change Proposals (ECP) for manned diving or man-rated hyperbaric systems that are portable or shipboard mounted.

(10) As directed by the CNO, or as requested by Fleet Commanders, provide technical assistance in the evaluation of diving mishaps. For all Class I Diving Mishaps, the Supervisor of Diving shall appoint a representative to the investigation team. Determine if changes to the Navy Diving Program policies, procedures, or training are indicated to preclude recurrence of similar mishaps and submit recommendations to the cognizant authority for appropriate action.

(11) Provide technical, management, and funding support for NEDU.

(12) Initiate and administer contracts for commercial diving services as required. Coordinate such contractual efforts with Fleet Commanders to support fleet operations.

(13) Develop and conduct ISIC level operational, administrative, and material inspections of all NAVSEA diving activities to verify compliance. These assessments will normally be conducted on a twenty-four month basis but should not exceed thirty-six months.

d. COMNAVFACENCOM will:

(1) Provide design and acquisition management for fixed shore/shore-based, man-rated hyperbaric and surface supplied diving facilities. Provide tailored, comprehensive ILS and life-cycle management of acquired hardware.

(2) Develop and maintain a Naval Construction Force (NCF) diver capability for underwater construction, installation, inspection, operation, maintenance, repair and disposal of near shore and deep ocean facilities. Develop and manage RDT&E and acquisition programs necessary to equip these Underwater Construction Teams (UCTs) with initial outfitting of tools, construction equipment, techniques and skills to meet the present and anticipated mission requirements.

(3) Provide technical expertise to CNO and other SYSCOMs in the area of ocean engineering and construction as they relate to the Navy Diving Program and facility requirements.

(4) Provide recommendations to COMNAVSEASYSKOM (00C) on all requests for Navy Diving Program waivers that affect NCF units.

(5) Serve as the SCA for manned diving or hyperbaric systems for fixed shore/shore-based, man-rated hyperbaric and surface supplied diving facilities.

(a) Collaborate with COMNAVSEASYSKOM to establish certification criteria for those facilities that COMNAVFACENGCOM certifies. Assist in establishing criteria that, to the maximum practical limit, will be uniform for shipboard, portable, and fixed shore/shore-based systems.

(b) Notify CNO (N773) of all diving activities under NAVFAC certification cognizance which fail to certify/re-certify.

(c) Advise COMNAVSEASYSKOM (00C) of the certification status of all systems under COMNAVFACENGCOM cognizance.

(d) Serve as the Navy technical expert providing fixed shore/shore-based diving and hyperbaric system certification support to other Department of Defense (DOD) and federal agencies and commercial or educational institutions engaged in Navy funded RDT&E programs.

(6) Provide technical support for the development of alterations to manned diving or hyperbaric systems for fixed shore/shore-based, man-rated hyperbaric and surface supplied diving facilities. Act as the technical review authority for all alteration requests submitted by shore-based diving activities.

(7) Initiate and administer contracts for commercial diving services as required. Coordinate such contractual efforts with Fleet Commanders to support fleet operations.

(8) Publish and maintain unique engineering design, construction, maintenance, repair and work techniques manuals related to fixed shore/shore-based hyperbaric facilities and to underwater construction, near shore and deep ocean facilities.

e. NAVSUP will:

(1) Provide material support according to reference (p) for diving and hyperbaric systems and equipment to meet fleet requirements.

(2) Maintain liaison with COMNAVSEASYSKOM and COMNAVFACEKOM according to existing program support agreements and provide supply management guidance for Navy diving equipment and systems.

f. BUPERS will:

(1) Provide for the selection of personnel for basic, advanced, and specialized diver training. Exercise approval authority over requests to deviate from diver personnel qualification requirements.

(2) Obtain recommendation from BUMED on requests to waive physical and psychological standards.

(3) Develop officer and enlisted diver classification codes.

g. NETC will:

(1) Establish and administer basic, advanced, and specialized diver training.

(2) Establish, publish, and maintain Personnel Qualification Standards (PQS) for Divers.

h. BUMED will:

(1) Establish medical standards for divers and coordinate proposed changes with the appropriate CNO sponsors. Provide recommendations to BUPERS concerning requests to waive these standards for diver training candidates and otherwise qualified divers.

(2) Provide for the selection of Diving Medical Officers and Diving Medical Technicians, and coordinate their training with NETC.

(3) Represent the Navy in diving medical matters with other DOD and federal agencies.

(4) Coordinate with other military services on issues related to diving medicine and diving medical personnel.

i. NAVSAFECEN will:

(1) Carry out the provisions of references (n) and (q) as they relate to the Navy Diving Program.

(2) Maintain a data repository for all aspects of diving safety, including records of each Navy dive. Analyze compiled data for trends in personnel and equipment performance and procedural adequacy. Periodically distribute findings to all diving commands.

(3) Provide assistance in the area of diving safety to all diving commands and to COMNAVSEASYSKOM as required. Advise CNO (N773) on the status of the Navy Occupational Safety and Health (NAVOSH) Program as it relates to diving.

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(4) Conduct diving safety surveys of, and assistance visits to, all Navy diving activities as requested.

(5) As directed by the CNO, or as requested by Fleet Commanders, assist in the investigation of diving mishaps according to reference (n). Determine if changes to the Navy Diving Program policies, procedures, or training are indicated to preclude recurrence of similar mishaps and submit recommendations to the cognizant authority for appropriate action.

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**GUIDELINES FOR THE TRAINING OF CIVILIANS
IN NAVY DIVING SCHOOLS**

1. Statement of Policy. Navy employed civilian divers must be trained at U.S. Navy diving schools. Quota requests for Navy employed civilian divers will be given priority after active duty Navy and Marine Corps quotas. Some courses at U.S. Navy diving schools are open to non-Department of Navy (DON) civilians under specific conditions. Requests for non-DON civilian attendance at Navy diving schools will be individually considered. Approval or disapproval of requests will be based on the command's requirements, the resulting benefits to the government, impact on national security, and/or improvement to the state or municipal functions. The following conditions apply:

a. Department of Defense (DoD) activities take precedence for quotas before non-DoD activities.

b. Requests for the use of government property or facilities by municipalities or other organizations outside the DoD often result, at least in part, from the prohibitive costs associated with obtaining similar property or facilities from commercial sources. The Navy may not compete with commercial enterprises by providing training to non-DoD civilians when reasonably similar training is available within the private sector. Quotas for training of non-DoN/DoD civilian government personnel will be considered pending availability of seats after training requests for military, DoN and DoD civilians are satisfied. Governmental agencies outside DoD must determine that satisfactory diver training is not available commercially, and document such in any request for quotas at a Navy diving school. If adequately documented in the request, **NPDC** may authorize the training of non-DoD government civilians in Navy diving schools subject to conditions herein.

1) The requested course must be related to the mission of the requesting activity. The course will not be altered to provide additional or specialized training.

2) Attendance by civilian personnel must be incidental to the necessary and authorized training of Navy personnel. Training of civilians is not to interfere with the training of Navy personnel, or the primary mission of the Navy school concerned.

3) Obtain appropriate security clearances for prospective civilian trainees prior to their enrollment in any classified course of instruction.

c. Authorization for instruction of civilian personnel at Navy diving schools will be controlled by the **NPDC**, with quota coordination by **BUPERS**. Sufficient quotas must be available for DON civilian diver trainees for those Navy activities using civilians to fulfill their mission. Non-DON/DoD civilian personnel may be considered for enrollment only after eligible Navy personnel have been enrolled. Non-DON/DoD civilians may only occupy student spaces that would otherwise remain vacant.

2. Course Information. Information concerning diving and diver training may be obtained from the Catalog of Navy Training Courses, Volume II.

Enclosure (1)

3. **Implementation.** Submit requests for out-year civilian diver training at Navy diving schools to **NPDC** via the respective chain of command. Submit current fiscal year or emergent quota requests to **NPDC**. Copies of all requests should be sent to BUPERS (PERS-401D) and COMNAVSEASYSKOM (OOC3B). The following information is required:

- a. Full Name.
- b. Residence address.
- c. Date and place of birth.
- d. Name and address of sponsoring organization.
- e. Security clearance.
- f. Statement of training desired, including designation of course of instruction, time frame and location.
- g. Statement concerning government or sponsoring agency need for such training. Non-DOD agencies must include a statement regarding the non-availability of adequate diver training from within the private sector.
- h. A report documenting successful completion of a pressure test and the physical screening test per reference (b).
- i. A report of physical examination conducted per reference (c).