

U.S. Army Corps of Engineers (USACE)
DIVER IN TRAINING & TENDER IN TRAINING CHECKLIST

For use of this form, see ER 385-1-86; the proponent agency is CESO.

District

Trainee

Date Started

All new divers and tenders approved for the program must review all the following documents, and be able to perform certain key elements of the job before being authorized by the DDC to attend the Diving Courses.

Each element will need to be checked as completed by the trainee and initialed by either the District Dive coordinator (DDC), Alternate Dive Coordinator (ADC), or the Dive Supervisor (DS).

Once all elements have been completed and approved, a Letter of Authorization will be generated, distributed and maintained by the DDC.

Tenders shall have training as a USACE Diver, Dive Supervisor or locally trained as a Dive Tender. Districts/FOA/Labs will provide formalized training for dive tenders who have not completed a Dive Safety Course as a Diver or Dive Supervisor. All tenders who will become Divers in Training shall have received basic SCUBA certification from a nationally accredited diving course. The local training will encompass all pertinent aspects of tending in order to provide safe and efficient support to divers. Tenders receiving on the job training shall be utilized only under the supervision of a trained and qualified dive team member. Tender training duties will be documented and consist of at least the following;

	Complete	Initials
1. Have Basic Scuba Certification		
2. Licensed physician letter certifying diving fitness		
3. CPR, First Aid, O2 and AED certified		
4. Supervisor approval letter sent to DDC		
5. Understands the hazards associated with Diving		
6. Review Districts Safe Practices Manual		
7. Review ER 385-1-86		
8. Review EM 385-1-1 Safety Manual Sec. 30		
9. Review the Navy Diving Manual Rev. 7		
10. Review OSHA 29 CFR 1910 Subpart T		
11. Review and understand Dive Operations Plan		
12. Review Activates Hazards Analysis		
13. Review Emergency Management Plan		
14. Line pull signals		
15. Emergency Response for Diving injuries		
16. Surface Supplies Gear Setup and Maintenance		
17. Radio Communication Procedures		
18. Dive Related Documentation i.e. Dive logs		
19. Repetitive dive time calculations		
20. Underwater tools and safety procedures		
21. Perform 4 supervised in water dives		

Date Completed	Approved By DDC	Approved By ADC	Approved By DS	Trainee Signature
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