

**Minutes** of a meeting of the Association’s Diving Division Management Committee held on 5 June 2024 from 09:00 – 16:00 at IMCA HQ London

Members present or joining via videoconference are recorded in section 2, with the following also attending:

Iain Grainger	CEO	IMCA
Bill Chilton	Diving Manager	IMCA
Mark Ford	Marine and Quality Manager	IMCA
Ali Macleod	Diving TA	IMCA
Dave Slater	Diving TA	IMCA
Kester Keighley	Diving TA	IMCA
Roger Moore	ROV / Survey TA	IMCA

## 1 Competition law compliance policy

The IMCA Competition Law Compliance Policy was drawn to the attention of all present.

## 2 Welcome and attendance

The chair welcomed members to the meeting. Apologies for absence were recorded, with the latest meeting attendance now as follows:

Name	Company	Jun 2024	Mmm-Y	Mmm-Y	This
Steve Sheppard	Helix (Chair)	Attended	N/A	N/A	N/A
Mike Jessop	OSC Marine (Vice Chair)	Attended			
Adriaen Winckers	Bluestream	Attended			
Martin Yarrow	Subsea 7	Attended			
Simon Binsted	Subsea 7	Attended			
Andy Butler	TFMC	Attended			
Mark Hamilton	Boskalis	Attended			
Jerry Starling	Kreuz Subsea	Attended			
Michel Teicher	Sistac	Attended			
Darren Brunton	KB Associates	Attended			
Everett Burton	Oceaneering	Attended			
Sean Brunton	McDermott International	Apologies			

## 3 Approval of the minutes

The minutes were agreed and were duly signed as an accurate record by the Chair.

## 4 Un-minuted safety discussion

An un-minuted discussion took place.

## 5 Review of progress with actions from previous meeting (06 March 2024)

Actions from previous meeting reviewed. Any actions not closed out have been carried forward to the Summary of Actions table found at the end of these minutes.

## 6 Diving Equipment Issues

### 6.1 PVHO wording: Proposed Change to D018 Detail Sheet 25.1 Pressure Vessels for Human Occupancy. DDMC agreed changes as per pre-read.

**Dave Slater/Bill Chilton**

**6.2 Lifting terminology:** Mark Ford gave an overview of the changes to lifting and rigging terminology and changes that would be happening to IMCA documentation. Point was raised that communications from the Secretariat had been lacking. Secretariat agreed to look into this and respond to Subsea 7's comments.

**Bill Chilton/Dave Slater**

**6.3 DP reference systems for diving operations:** It would be useful to consolidate the information into one document / have a marine document that contains all / definitive text on this issue. IMCA Diving documents should then refer Members to the appropriate sections in the Marine publications. Mark Ford to discuss with Marine Team.

**Mark Ford**

**6.4 Formation of diving equipment sub-committee:** Due to the high percentage of queries that relate to equipment, permission was granted by DDMC to set up a Diving Equipment Review Group to assess queries and provide guide for way forward. Mike Jessop and Dave Slater to be points of contact.

**Mike Jessop/Dave Slater**

## **7 Diving Training Issues**

**7.1 T1 membership category:** IMCA's bye-laws have been amended and the T1 category is no more. Registration scheme to assist dive schools with access to IMCA documentation to ensure they have access to best industry practice has been developed and will be launched when IT resource allows.

**Bill Chilton**

**7.2 Wet Bell Training: Defining the Parameters.** Query received regarding depth requirements for wet bell training. DDMC agreed that as long as suitable training exercises were undertaken then depth was immaterial. Ali Macleod to assist Mike Jessop with details of training exercises.

**Ali Macleod**

**7.3 Shanghai Salvage Saturation Diver Training:** Shanghai Salvage requires their divers to undergo experienced diver competence assessment for saturation diving. IMCA has produced guidance on this in the past, but requires a review. Ali Macleod to liaise with Darren Brunton to ensure experienced diver assessments for saturation diving are fit for purpose.

**Ali Macleod/Darren Brunton**

**7.4 DCBC:** DCBC have reviewed their diver training school audit procedure and have met with Bill Chilton and Ali Macleod to discuss the review.

**Information**

### **7.5 Recognition of diving certification**

**7.5.1 IMCA recognition of ADCI closed bell international endorsement qualification.** Waiting for clarification on the assessment process from ADCI.

**Ali Macleod/ADCI**

**7.5.2 Recognition of Spanish National Diving Qualification.** Spain's Ministry of Education have recently established a unified formal national diving training qualification: Technician in Underwater and Hyperbaric Operations (TOSH). This qualification authorises graduates to conduct inshore/offshore diving operations with Air/Nitrox up to 50 msw, including the use of a wet bell, among other things. They believe they have complied with the stipulations of IMCA IN1385 and would like IMCA to formally recognise the certification. DDMC gave permission for Bill Chilton and Ali Macleod to investigate further and assess compliance against IMCA IN1385.

**Bill Chilton / Ali Macleod**

**7.6 2024 exam results:** There have been repeated high failure rates of candidates sitting the LST exam. DDMC requested Secretariat to review the results and perform a trend analysis (regions etc).

**Ali Macleod**

**7.7 CPD topics:** The proposed topics for 2024 modules were discussed.

**Information**

## **Medical Issues**

**8.1 DMAC 35:** The document is currently being revised. According to Adriaen Wincker's assessment, the document is complicated relating to its implementation and pulmonary oxygen toxicity. AW has raised his concerns with Dr Pieter-Jan van Ooij and Dr Jan Risberg from DMAC but has not received a reply. Once received it may necessitate subsequent follow-up action.

**Adriaen Winckers/Ali Macleod (DMAC)**

**8.2 Mental health:** Mental health guidance will be included in the next DMAC agenda (November 2024).

**Information**

**8.3 Potable water quality:** Steve Shepard has undertaken a review of DMAC 26, *Saturation Diving Chamber Hygiene*. The review includes the need to test the water quality in saturation systems, particularly when a system has been laid up for some time. Once the revision has been agreed by DMAC, text relating to water quality testing will be added to IMCA D024.

**Ali Macleod (DMAC)**

## **9 Liaison with other organisations**

**9.1 UWSH Campaign:** IOGP Ships Husbandry Working Group: IOGP have set up a Ships Husbandry Expert Group. Members are Jord Lucas, Graham Coles (OCIMF), Scott Crook (Chevron), Antonio Savergnini (Petrobras), Graham Powell (NOC), Kris Chambers (BP), Jason Standing (ADNOC) and Bill Chilton (IMCA).

General discussion on identifying suitable maritime events (such as the London International Shipping Week) to widen awareness of UWSH issues.

**Information**

## **10 AOB**

### **10.1 Improved communications between Secretariat and Members**

During the meeting it became apparent that communications between the IMCA Secretariat and Members could be improved. Examples given were changes to Competence and Training Committee Chair and lifted diving equipment. Bill Chilton / IMCA SLT to review different methods to bolster the existing framework to enhance overall communication.

**Bill Chilton**

**10.2 Translation of IMCA diving guidance into other languages:** Secretariat shared proposed text for a new IMCA Information Note regarding translation of IMCA documents in meeting pre-read and during the meeting. DDMC agreed text. BC to seek approval from IMCA SLT for publishing.

**Bill Chilton**

**10.3 North America Diving Subgroup:** Previously there were marine and diving subgroups in the North America region. The decision was made to amalgamate these into one North America Regional Committee that will alternate meetings between Houston and the Eastern Seaboard. Diving support from the Secretariat will be available whenever required. Richard Purser (IMCA's Marine TA) who previously was the focal point for the South America Regional Committee will be the focal point for the North America Regional Committee going forward. DDMC agreed to consolidate the subgroup into the wider committee.

**Bill Chilton/Richard Purser**

**10.4 North America representative on DDMC:** Everett Burton has left Oceaneering and in accordance with IMCA bye-laws has to resign his seat on DDMC. The Committee wished him well on his next appointment and thanked him for his support. Everett provided a list of suitable individuals who should be approached as a potential replacement.

**Bill Chilton**

**10.5 INPP closure:** General discussion on saturation diver training globally. Large parts of the discussion have been rendered out of date with news the Professional Diving Academy in Dunoon, Scotland will commence closed bell diver training in 2025.

**Information**

**10.6 Bell survival suits:** Dave Slater has approached JFD who are looking at producing a note to industry regarding suit size, drills and exercises and adherence to D018, detail sheet 33.

**Dave Slater**

**10.7 Kevin Findley:** Kevin was a RN Clearance Diver and later in his career a saturation diver with CSOL. He passed away in a RTC in May. His widow asked if there was a diving charity that the family could donate to. Members of DDMC have responded privately. Discussion regarding IMCA setting up a diving charity equivalent to the Seafarers' Mission.

**Information**

**10.8 DDMC elections:** IMCA committee election discussion which included a summary of key dates. Process is due to start on 16 September 2024

**Information**

**10.9 Allegations of fraudulent activity:** Andy Butler informed DDMC that TFMC had sought clarification of alleged fraudulent activity by an IMCA Member so TFMC could develop a response to detail how they were handling issues arising from this.

**Information**

**11 Date and location of next meeting**  
10 September, 0900hrs, IMCA Office, London

**Information**

<b>Summary of Actions</b>		
<b>Action</b>	<b>Responsible</b>	<b>Target</b>
<b>Working group for duration of lung powered scrubbers.</b> TOR agreed. Next meeting on 19 June 2024.	SB/DS	Ongoing
<b>Sonardyne Bell emergency beacon / Ranger II tracker.</b> Sonardyne is currently assessing a new emergency beacon and tracker. These trials aim to create an improved replacement beacon while resolving issues related to signal interference that may affect transmission. Further updates will be provided as known.	RM	Ongoing
<b>Open up IMCA in-water dive school registration scheme for all IDRCF member in-water training schools.</b>	BC	September 2024
<b>IMCA recognition of ADCI closed bell international endorsement qualification.</b> Waiting for clarification on the assessment process from ADCI.	AM	August 2024
<b>SPHL / Coastguard exercise.</b> The event has gathered an extensive array of valuable insights which are being collated pushing the final report back beyond the initial estimates.	SB	Ongoing
<b>Downhole explosives and safe distance for diving operations.</b> Discussion relating to the safe distances for divers when downhole explosives are used for decommissioning plug and abandonment scopes of work. This was raised at the last North Sea Operators' Diving Committee meeting and is being followed up by collecting hard data about the subject that once reviewed may be turned into an IMCA document.	BC	Closed. Will reopen once data collated /received.
<b>Diving industry age profiling:</b> Jerry Starling and Michele Teicher to follow up and provide the information to Steve Sheppard.	JS/MT	September 2024
<b>Proposed Change to D018 Detail Sheet 25.1 Pressure Vessels for Human Occupancy:</b> Agreement to change text in D018 as described in pre-read.	BC/DS/MJ	September 2024
<b>Lifting Terminology:</b> DS to provide a response to Subsea 7 observations.	DS	July 2024
<b>DP Reference systems and sensors for diving operations.</b> Mark Ford to discuss with Marine Team.	MF	September 2024
<b>Formation of a Diving Equipment Review Group.</b> Set up Diving Equipment Review Group to assess technical queries and provide guide for way forward. Mike Jessop and Dave Slater to be primary points of contact.	BC	July 2024
<b>Wet Bell Training: Defining the Parameters.</b> DDMC agreed that as long as suitable training exercises were undertaken then depth of wet bell was immaterial. Ali Macleod to assist with details of training exercises.	AM	September 2024
<b>Shanghai Salvage Saturation Diver Training.</b> Ali Macleod to liaise with Darren Brunton to ensure experienced diver assessments for saturation diving are fit for purpose.	AM/DB	Ongoing
<b>Recognition of Spanish National Diving Qualification.</b> DDMC gave permission for Bill Chilton and Ali Macleod to investigate further and assess compliance against IMCA IN1385.	BC/AM	September 2024
<b>Translation of IMCA diving guidance into other languages.</b> Proposed text for Information Note was agreed by DDMC	BC	September 2024
<b>Amalgamation of North America Diving Sub-Group into North America Regional Committee.</b>	BC	September 2024

<b>Closed bell survival suits sizing issues.</b> Approach JFD who are looking at producing a note to industry regarding suit size, drills and exercises and adherence to D018, detail sheet 33	DS	September 2024
<b>DMAC 26.</b> Agree wording of the review by DMAC. Add agreed text to IMCA D024	AM (DMAC)	September 2024
<b>High failure rate of candidates sitting LST exams.</b> Review exams for trend analysis (region etc.)	AM	September 2024
<b>Improvement of communications between Secretariat and members.</b> BC to discuss with SLT / relevant Secretariat teams.	BC	September 2024

<i>S.S. Sheppard</i>	S.C. Sheppard	12/09/2024
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Signed as a true record

Name

Date