

Minutes of a meeting of the Association's Diving Division Management Committee
held on 10 September 2024 from 09:00 – 16:00 IMCA HQ London

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

Bill Chilton	Diving Manager	IMCA
Ali Macleod	Diving TA	IMCA
Dave Slater	Diving TA	IMCA
Kester Keighley	Diving TA	IMCA
Peter Sieniewicz	Technical Consultant – Diving	IMCA
Katie Kidd	Technical Administrator – Diving	IMCA

1 Competition law compliance policy

The IMCA Competition Law Compliance Policy, which had been circulated with the meeting agenda, 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 202	Sep 202	Mmm-Y	This
Steve Sheppard	Helix (Chair)	Attended	Attended	N/A	N/A
Mike Jessop	OSC Marine (Vice Chair)	Attended	Attended		
Adriaen Winkers	Bluestream	Attended	Attended		
Mark Hamilton	Boskalis	Attended	Attended		
Darren Brunton	KB Associates	Attended	Attended		
Jerry Starling	Kreuz Subsea	Attended	Attended		
Sean Brunton	McDermott	Apologies	Attended		
Michel Teicher	Sistac	Attended	Attended		
Simon Binsted	Subsea 7	Attended	Attended		
Martin Yarrow	Subsea 7	Attended	Attended		
Andy Butler	Technip FMC	Attended	Attended		

3 Minutes of the previous meeting

3.1 Approval of the minutes

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

3.2 Matters arising from the minutes not covered by the agenda

There were no matters arising from the minutes that were not covered by existing agenda items.

4 Un-minuted safety discussion

An un-minuted discussion took place.

5 Review of progress with actions from previous meeting (05 June 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 Diving equipment sub-committee update:** Dave Slater gave an overview of the equipment sub-committee that was formed to review issues raised by Members regarding errors in documents and clarifications on equipment. The sub-committee have created an action tracker that will aid in a systematic approach to closing out Member concerns as described within the pre-read.

Dave Slater/Mike Jessop

- 6.2 D018 periodicity of testing in other DESIGN documents:** Discussion about the practice of duplicating testing requirements throughout the DESIGN documentation suite which has introduced significant challenges in maintaining uniform testing standards. A detailed description of this was included within the pre-read. It was suggested that the process should be simplified to avoid duplication. Dave Slater will continue to work on this and follow up/present potential solutions at the next DDMC meeting.

Dave Slater

- 6.3 Lifting and Rigging Terminology:** Dave Slater has been working with Mark Ford to update a number of guidance documents with the revised rigging and lifting terminology. Some of the issues arising for this are detailed within the pre-read. IMCA information note 1665 to be updated to explain that both SWL / WLL will be acceptable to IMCA in the interim period. ADSIs to be informed.

Dave Slater

- 6.4 Possible update to IMCA D040 – *DESIGN for mobile/portable surface supplied systems*:** As highlighted in the pre-read it was discussed whether IMCA D 023 – *DESIGN for surface orientated (air) diving systems* and D040 should be merged to create a new standalone document, or whether a revision to D040 should be considered to keep pace with evolving technology and operational practices of the industry. It was agreed that D023 and D040 are fit for purpose and that auditors only complete applicable sections of D023. After review, DDMC decided adding a clarification paragraph in IMCA D015 – *Mobile/portable/daughter craft surface supplied systems* would alleviate the issue. Simon Binsted to draft text and circulate for comment.

Simon Binsted

- 6.5 Possible update to IMCA D023 – *DESIGN for surface orientated (air) diving systems*:** A member requested an update to section 11 and 12 to capture HP indication gauges. DDMC agreed to the update.

Dave Slater/Diving Equipment Sub-Committee

6.6 Update from workgroup on lung powered scrubbers (LPS) duration project: The workgroup has garnered interest from medical professionals in the US, who are being kept informed by Dr Phil Bryson. The ELPS test protocol, presented by JFD at the last workgroup meeting, was subsequently approved. Due to the depth limitations of the JFD testing unit, initial tests will be conducted within the 100-200 meter range. The group agreed that testing at 300 meters should be included. Simon Binsted has contacted NUI via email to inquire about the possibility of using their facilities to extend the test depth. The data will be reviewed at the next workgroup meeting.

6.7 IMCA D077 - *Guidance on prevention and mitigation of lost bell emergencies*. During the ELPS (emergency lung powered scrubber) meeting earlier in the year, the workgroup discussed the possibility of including guidance for lost bell divers' actions in D077. TFMC offered to provide a copy of their checklist for inclusion in the revised document. Dave Slater to update once received and send to DDMC for review.

Andy Butler/Dave Slater

6.8 IMCA D064 - *Guidance on Diving Cylinder and Valve thread Compatibility*: Discussed as per pre-read. D064 to be updated to clarify exactly what it is applicable to and what it is not applicable to.

Andy Butler/Dave Slater

7 Diver Training Issues

7.1 Registration of dive schools: Discussion as per pre-read and Information Note 1687 following the cessation of IMCA T1 membership for in-water diver training schools.

Following recent social media posts the IMCA's Comms team have prepared a statement to clarify IMCA's relationship with in-water diver training schools.

7.2 Recognition of diving qualifications: Discussion as per pre-read and Information Note 1385. It was reinforced by DDMC that IMCA would be recognising national regulators of in-water diver training and not diver training schools themselves. As a starting point, these national regulators will have to ensure their in-water diver training schools will have to meet the requirements of the old T1 membership document and will be subject to periodic assessment. IMCA Secretariat to produce a single document outlining requirements by consolidating all relevant information notes.

Ali Macleod/Katie Kidd

Discussion concerning IMCA recognition of saturation diver training in the US. ADCI wants divers that train at IDRCF schools to be issued an international closed bell endorsement - to be recognised by IMCA. DDMC asked Bill Chilton to write to ADCI asking why IMCA recognition is required when the certificates students will be issued with are already recognised? DDMC also wanted to ensure ADCI is aware of the pre-requisites for admission to closed bell diver training (currently under review). DDMC recommended that this topic should be discussed at IDRCF meeting in October 2024.

Bill Chilton

- 7.3 2024 exam results:** Ali Macleod discussed the September results to date. The trend analysis of high rate of LST exam failures didn't show any significant trends except for candidates whose first language may not be English. Secretariat to look at a regional analysis.

Ali Macleod

- 7.4 CPD topics:** Topics for November modules were discussed along with potential topics for 2025.

- 7.5 Professional Diving Academy:** PDA presented their work on creation of a HSE saturation diving course to date and what is required going forward. They discussed concerns around funding and making the business sustainable. PDA are developing document packs and these will be sent to IMCA in due course. Steve Sheppard to discuss PDA's concerns at the IMCA board meeting. Secretariat to distribute packs to DDMC members once received.

Steve Sheppard/Bill Chilton

- 7.6 Verification of French diving qualifications update:** Discussed as per pre-read. INPP records to be transferred to a French authority and this should be officialised by September/October 2024. Secretariat to keep DDMC informed.

Bill Chilton

8 Other issues

- 8.1 Audits with Cause:** Discussion as per pre-read and Information Note 1686. IMCA D 083 - *Procedure for Audits with Cause on Existing Diving Contractor Members* is complete and published. However, it was discussed whether this document should be given both a G number and a D number. Bill Chilton to discuss with IMCA SLT.

Bill Chilton

- 8.2 TotalEnergies repetitive dives/IMCA D022 *Guidance for diving supervisors*:** Discussed as per pre-read and DDMC agreed no change.

9 Liaison with other organisations

- 9.1 IDIF meeting, UI New Orleans, November 14:** Meeting will take the usual format, topics to be presented were discussed. It was noted that IDIF was not currently conforming to its terms of reference with IOGP with regard to chair/vice chair. Bill Chilton to discuss with IDIF Chair Jord Lucas.

Bill Chilton

10 Any other business

10.1 DDMC elections in September: Chelsea Antrobus gave a presentation on the election process.

10.2 IMCA D061 *Guidance on health, fitness and medical issues in diving operations*: Following a cardiac incident in February, Sean Brunton raised the question what the industry can do to prevent reoccurrence. Pre-sat ECGs and fitness tests were discussed as well as periodic fitness testing between medicals, this is to be raised with DMAC. Dan Medical have been working on an in bell cardiac defibrillator and Subsea 7 have been involved in the research and development of this. Access to what Dan Medical have in development to be requested.

Ali Macleod/Steve Sheppard

10.3 Tim Cheshire global diving incidents register: It was discussed how/who will maintain the register if Tim stops. Suggested that IMCA IT look at creating a self-populating database.

Bill Chilton

10.4 IMCA diving members doing inshore work: Discussion regarding the standards that IMCA members (such as work boat members) who also undertake inshore work should dive to. Section 1.4 of IMCA D 014 – *IMCA international code of practice for offshore diving* explicitly states what type of diving constitutes offshore diving, and IMCA Information Note 1610 outline IMCA's position on inland/inshore diving.

However, it was recognised that an IMCA member having an incident whilst undertaking inshore work would reputationally damage the Association. Explain problems in briefing note and submit to IMCA's Operations Committee for discussion.


Bill Chilton

Action	Responsible	Target
Equipment		
Working group for duration of lung powered scrubbers. TOR agreed. Next meeting likely Q4 2024.	SB/DS	Ongoing
Sonardyne Bell emergency beacon / Ranger II tracker. 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
Duplication of testing requirements. Current practice of duplicating testing requirements throughout the DESIGN documentation suite which has introduced significant challenges in maintaining uniform testing standards. Provide examples of what this would look like at next DDMC meeting.	DS	Q4 2024
Lifting and Rigging Terminology: IMCA Information Note 1665 to be updated to explain that both SWL / WLL will be acceptable to IMCA in the interim period (suggested 12 months but clarify with IMCA's lifting and rigging committee). ADSIs to be informed of update.	DS	Q4 2024
Updates to D040 and D023 to reflect evolution of daughter craft diving vessels: Explanatory note in D015 (mobile/portable/daughter craft surface supplied systems) required.	SB	Q4 2024
Update D023: Update to sections 11 and 12 to capture HP indication gauges.	DS	Q1 2025
D077 Guidance on prevention and mitigation of lost bell emergencies. Update to include guidance on actions divers should take in this scenario. TFMC to provide checklist, DS to update document for comment.	AB/DS	Q1 2025
D064 Guidance on Diving Cylinder and Valve thread Compatibility: Discussed as per pre-read. D064 to be updated to clarify exactly what it is applicable to and what it is not applicable to.	DS	Q1 2025
Proposed Change to IMCA D018 – Code of practice for the initial and periodic examination, testing and certification of diving plant and equipment: Detail Sheet 25.1 Pressure Vessels for Human Occupancy: Agreement to change text in D018 as described in pre-read. IMCA to update industry / auditors.	DS/MJ	Q1 2025
Training		
IMCA recognition of ADCI closed bell international endorsement qualification. IMCA have written to ADCI asking why IMCA recognition is required when the certificates students will be issued with are already recognised and to ensure ADCI are aware of the pre-requisites for admission to closed bell diver training. To be discussed at IDRCF during October's meeting.	PS/AM/AB	Q4 2024
IMCA recognition of diving qualifications: A diver training standard document that can be issued to national regulators seeking IMCA recognition for their diving qualifications is to be produced by consolidating all relevant IMCA Information Notes.	AM/KK	Q1 2025
Wet Bell Training: Defining the Parameters. 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	Ongoing

Shanghai Salvage Saturation Diver Assessment. Ali Macleod to liaise with Darren Brunton to ensure experienced diver assessments are run in line with IMCA guidance.	AM/DB	Ongoing
Professional Diving Academy, Dunoon: When available, Distribute document packs from PDA to DDMC members	BC	Q4 2024
Recognition of Spanish National Diving Qualification. DDMC gave permission for Bill Chilton and Ali Macleod to investigate further and assess compliance against IMCA Information Note 1385.	BC/AM	Q4 2024
Exams: Secretariat to undertake regional analysis of exam failures	AM	Q4 2025
Other		
Audits with Cause: Discuss with SLT whether this document should have G number or D number. Currently membership procedure has a G number (G012) and AWC has a D number (D083)	BC	Q4 2025
IDIF: IDIF was not currently conforming to its terms of reference with IOGP with regard to chair/vice chair. IMCA Dive Manager to discuss with IDIF Chair Jord Lucas.	BC	Q4 2025
Translation of IMCA diving guidance into other languages. Proposed text for Information Note was agreed by DDMC. Issued to IMCA SLT for comment. No response as yet.	BC	Q4 2024
IMCA D061 - <i>Guidance on health, fitness and medical issues in diving operations:</i> Pre-sat ECGs and fitness tests were discussed as well as periodic fitness testing between medicals, this is to be raised with DMAC	SS/AM	Q1 2025
Tim Chesshire's Diving Fatality Database: Suggested that IMCA IT look at creating a self-populating database to help continue Tim's work.	BC	Q1 2025
IMCA members doing inland/inshore diving work: It was agreed there would be reputational damage to IMCA if an IMCA member had an inshore diving incident. To be discussed with IMCA SLT/ Ops Committee	BC/SS	Q4 2024

11 Date and location of next meeting

12 November, 0900hrs, New Orleans, venue tbc.

	S. S. Sheppard	12 Nov 2024
Signed as a true record	Name	Date