

	OFFICE OF MARINE AND AVIATION OPERATIONS	POLICY 0312	VERSION 3.0
		EFFECTIVE DATE March 12, 2014	
	AUTHORIZED BY: <i>/s/ RADM David A. Score, NOAA</i> <hr/> RADM David A. Score, NOAA Director, Office of Marine and Aviation Operations	REVIEW DATE March 1, 2015	
		RESPONSIBLE POSITION Chief, NOAA Dive Program	

FUNDING FOR NOAA DIVING PHYSICAL EXAMINATIONS

1. PURPOSE

- 1.1 This policy specifies the options and responsibilities for funding diving physical examinations for National Oceanic and Atmospheric Administration (NOAA) federal employees.
 - 1.2 This version is the triennial review with no content changes.
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2. SCOPE

- 2.1 This policy applies to all NOAA federal employees.
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3. POLICY

3.1 General

- 3.1.1 Diving is an essential activity allowing NOAA to complete its mission to understand and predict changes in the Earth's environment, and conserve and manage coastal and marine resources to meet our Nation's economic, social, and environmental needs. In order to maximize the safe conduct of diving operations, NOAA divers are required to meet initial and periodic medical and fitness standards for diving.
- 3.1.2 In recognition of the important benefits of being medically and physically fit to dive, NOAA Line and Staff Offices (LO/SO) are authorized to use government funds to cover costs associated with obtaining physical examinations for diving purposes.
- 3.1.3 In lieu of using government funds to pay for diving physical examinations, LO/SO may choose to require employees to obtain the examinations via their personal health insurance programs. In such cases, LO/SO may reimburse NOAA employees for costs not covered by their personal health insurance programs.

3.2 Eligibility

- 3.2.1 In order to use government funds for the purpose of obtaining diving physical examinations, individuals must be NOAA employees, currently certified as NOAA divers, or eligible to obtain NOAA diving certification, either initially or in a recertification program.
- 3.2.2 Use of government funds to pay for diving physical examinations is limited to the following classifications of NOAA federal employees: NOAA Corps Officers, Commerce Alternate Personnel System, General Schedule, Wage Grade, and Wage Marine employees.

3.3 Authority for Approving Government Funding of NOAA Diving Physical Examinations

- 3.3.1 Final authority to expend government funds for the purpose of obtaining diving physical examinations rests with the appropriate LO/SO unit, program, or ship official.

4. RESPONSIBILITIES

4.1 NOAA Diver or Diver Candidate

- 4.1.1 Discusses funding options with appropriate Unit Diving Supervisor (UDS) and NOAA funding manager.

4.2 NOAA Unit Diving Supervisor

- 4.2.1 Participates in discussion on funding options with diver, or diver candidate, and NOAA funding manager.

- 4.2.2 Provides input on funding option to appropriate funding manager.

4.3 NOAA Funding Manager

- 4.3.1 Participates in discussion on funding options with diver, or diver candidate, and UDS.

- 4.3.2 Notifies diver, or diver candidate, and UDS of decision.

5. DEFINITIONS

NOAA Eligible Divers	NOAA employees certified by the Diving Program Manager to dive and perform work in a hyperbaric environment in support of NOAA's mission.
NOAA Unit Diving Supervisors	NOAA divers appointed by a LO/SO Diving Officer and approved by the NOAA Diving Control and Safety Board to oversee, direct, and approve diving activities conducted within their respective LO/SO unit and to administer to the needs of assigned divers.
NOAA Funding Managers	Individuals with authority to approve expenditure of government funds within NOAA.

6. REFERENCES

5 CFR 339, Subpart C, Medical Examinations
http://www.access.gpo.gov/nara/cfr/waisidx_02/5cfr339_02.html

NOAA Scientific Diving Standards and Safety Manual
http://www.ndc.noaa.gov/pdfs/NOAA_Scientific_Dive_Manual.pdf

NOAA Working Diving Standards and Safety Manual
http://www.ndc.noaa.gov/pdfs/NWDSSM_version%201.0.pdf

Memorandum from Barbara Fredericks, Assistant General Counsel for Administration, dated May 10, 2010, "Policy for payment of NOAA diver physicals"

7. AUTHORITY

OMAO Policy 0301, Category 0300 – Diving

8. NOTES

Effect on other documents: This version supersedes all previous versions.

Distribution: All NOAA Divers and their Supervisors

DOCUMENT HISTORY		
Version	Description of Change	Effective Date
3.0	Expiration Review. No significant changes. Minor formatting changes.	3/12/2014
2.0	Changes section 3.2.2 by editing the list of NOAA federal employees that can use government funds to pay for diving physical examinations	11/9/2010
1.0	Initial Document.	6/10/2010