DIVING UNIT INSPECTION CHECKLIST

DIVING UNIT INFORMATION								
DIVING UNIT NAME		LINE OFFICE	DATE of LAST INSPECTION	DATE of CL	JRRENT INSPECTION			
DIVING UNIT ADDRESS		CITY		STATE	ZIP CODE			
	ucted annually by UD	S or designee, not required if DUSA	conducted within previous or fol	lowing six (6) m	nonths.			
DUSA DIVING UNIT SAFETY ASSESSMENT -	Conducted triennially	by DSO or designee.						
INSPECTOR NAME		INSPECTOR SIGNATURE		DATE of SIG	GNATURE			
UNIT DIVING SUPERVISOR (UDS) NAME		UDS SIGNATURE	DATE of SIGNATURE					
LINE OFFICE DIVING OFFICER (LODO) NAME		LODO SIGNATURE		DATE of SIG	DATE of SIGNATURE			
DIVING SAFETY OFFCIER (DSO) NAME		DSO SIGNATURE		DATE of SIG	DATE of SIGNATURE			
Ships Only								
SHIP DIVING OFFICER NAME	SHIP DIVI	NG OFFICER E-MAIL ADDRESS	COMMANDING OFFICER NAME					
INSTRUCTIONS								
This checklist is used for all NOAA Diving Unit Inspections. The UDS or designee will conduct the annual DUSI (Diving Unit Self Assessment) while the DSO or designee will conduct the triennial DUSA (Diving Unit Safety Assessment). There are five (5) sections of questions on different Diving Unit components and a comment area which must be completed for a DUSI, there are seven (7) sections and a comment area for a DUSA.								

Components of Inspection:

- A. Training and Administration
- B. Scuba Equipment
- C. Support Equipment
- D. Breathing Gas Systems

- E. Technical Diving
- F. Dive Demonstration (DUSA only)
- G. Rescue Drill (DUSA only)
- H. Inspection Comments and Recommendations

After a DUSI has been completed, the UDS must send a signed copy to their LODO by 15 January. The LODO will review and sign the checklist and forward a copy to the DSO. The UDS must retain a copy of the most recent DUSI checklist in the Unit files (it is advisable to keep copies of all DUSI checklists, but only the most recent is required).

There is one circumstance in which a Diving Unit is not required to conduct and submit an annual DUSI by the 15 January deadline. If a triennial DUSA inspection has been conducted after 15 July of one year or is scheduled for before 15 July of the following year, a DUSI is not needed during the intervening January. An inspection must occur no more than 18 months after the preceding one, the above dates ensure this schedule is met. Assuming DUSAs are scheduled for the same month every three years, the sequence of inspections would be DUSA - DUSI - DUSI - DUSA . . .

The questions below should be answered 'Yes', 'No' or 'n/a' as appropriate. An explanation should be provided for any question which receives a 'No' answer. These explanations should be sufficiently detailed to relate the cause of the 'No' answer. For example, question A3 is, 'Is a Dive Computer User Agreement (NF 57-03-68) on file for each diver that uses a dive computer?', a sufficient explanation for a 'No' answer would be, 'Two divers have recently purchased dive computers and have not signed the forms yet.' The final section of the checklist provides an expanded area to provide comments on the inspection in general or any question(s) specifically. Corrective actions to resolve deficiencies will be determined by the UDS and LODO. The comment box in Sec H may be used to describe corrective actions proposed by the UDS.

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	DIVING UNIT INSPECTION CHECKLIST		
ECTI	ON A: TRAINING and ADMINISTRATION		
A1	Is there a Diving Unit Logbook in either hardcopy or digital format which contains up-to-date information on operational and training dives, STEs, depth authorizations, topside training, drills, equipment service and testing? Reference: NDSSM 12.1.2 Comments:	Yes n/a	No
A2	Has a Diving Emergency Action Plan (DEAP) (NF 57-03-21) been submitted to ndp.diveplans@noaa.gov within the last twelve (12) months? Reference: NDSSM 4.2.3 D Comments:	Yes n/a	No
A3	Is a Dive Computer User Agreement (NF 57-03-68) on file for each diver who uses a dive computer? Reference: NDSSM 4.5.5 Comments:	Yes n/a	No
A4	Is a NOAA-Owned Diving Equipment Off-Duty User Agreement (NF 57-03-69,70) on file for each diver who uses NOAA-owned gear for off-duty dives? Reference: NDSSM 5.4.7 Comments:	Yes n/a	No
A5	Has an annual Diving Unit Self Inspection, using NF 57-03-03, been completed and submitted to the LODO within the last twelve (12) months? Reference: NDSSM 4.1.8 Comments:	Yes n/a	No
A6	Has each diver in the Unit completed all annual training (topside refreshers, checkout dive, swim test, medical history update, etc.) and has the training been recorded on NF 57-03-34? Reference: NDSSM 3.5.7 Comments:	Yes n/a	No
A7	For divers and tenders who use the tethered with communications mode, are initial and annual refresher training documented in the Diving Unit Logbook? Reference: NDSSM 4.5.1 C, 4.8 Comments:	Yes n/a	No
A8	Have all divers who fill cylinders or operate the breathing gas system been trained to do so with the training documented in the Diving Unit Logbook? Reference: NDSSM 5.3.4 N Comments:	Yes n/a	No

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	DIVING UNIT INSPECTION CHECKLIST			
SECTIO	DN A: TRAINING and ADMINISTRATION (continued)			
A9	Do Unit records contain LODO waivers for any gear not worn in the SEP configuration and for any FTE using non-SEP equipment? Reference: NDSSM 5.1.1 I, 5.4.1 A & B Comments:	Yes	n/a	No
A10	Do Units retain records of service by a qualified technician for all non-SEP diver worn life support gear? (This includes regulator sets, gauges, dive computers, BCD and drysuit inflators.) Reference: NDSSM 5.4.2 B, 5.4.3 C, 5.4.4 B, 5.4.6 A and 4.6.3 E Comments:	Yes	n/a	No
A11	Have all issues noted as 'No' answers on DUSI/DUSA from previous year been corrected or placed on a schedule for correction? Comments:	Yes	n/a	No
SECTIO	ON B: SCUBA EQUIPMENT			
B1	Is diving equipment stored in a secure, properly ventilated space free of noxious fumes and or corrosive materials? Reference: NDSSM 5.1.1 E Comments:	Yes	n/a	No
B2	Are all divers wearing equipment in accordance with NDP policy, either in the standard configuration or as authorized under a LODO waiver? Reference: NDSSM 5.4.1 A, Appendix 5 Comments:	Yes	n/a	No
B3	Has each SCUBA cylinder (including RASS cylinders) been visually inspected in the last 12 months and labeled accordingly? Reference: NDSSM 5.4.5 A Comments:	Yes	n/a	No
B4	Has each SCUBA cylinder (including RASS cylinders) been hydrostatically tested within the last five (5) years and marked accordingly? Reference: NDSSM 5.4.5 A Comments:	Yes	n/a	No
B5	Is each SCUBA cylinder used with gas mixtures other than air (e.g., Nitrox) labeled accordingly? Reference: NDSSM 7.7.3 Comments:	Yes	n/a	No

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B6	Do all regulator sets function properly? This includes no free flows, leaks or inappropriate sounds during inspection. Reference: NDSSM 5.4.2 Comments:	Yes	n/a	No
B7	Do all BCDs function properly? This includes holding air without leaks when fully inflated, exhaust valves open when overpressurized or manually activated and inflator hose attaches and detaches easily. Reference: NDSSM 5.4.3 Comments:	Yes	n/a	No
B8	Are all drysuit seals in good condition? Reference: NDSSM 4.2.8 Comments:	Yes	n/a	No
B9	Have all drysuit inflator and dump valves been serviced according to manufacturer's recommended schedule or annually if manufacturer does not specify service interval? Reference: NDSSM 4.6.3 E Comments:	Yes	n/a	No
B10	Do all DUI weight harness pockets detach readily from the harness? Reference: NDSSM 5.4.6 C Comments:	Yes	n/a	No
B11	Is all ancillary dive gear carried by the diver in functional condition? This includes masks, snorkels, fins, wetsuits, knives, whistles, surface marker buoys, and lift bags. Reference: NDSSM 5.4.1 B Comments:	Yes	n/a	No
B12	If there was a 'No' answer for any Scuba equipment in this section, has the gear been tagged out, labeled and configured in a way that prevents inadvertent use? Reference: NDSSM 5.1.1 C Comments:	Yes	n/a	No
B13	Are Compressed Gas and/or Oxygen warning signs posted on Dive Locker and/or other spaces containing pressurized gas cylinders and/or emergency oxygen kits? Reference: NDSSM 4.2.7 D Comments:	Yes	n/a	No

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SECTION C: SUPPORT EQUIPMENT

C1	Is there at least one (1) First Aid Kit at the Unit containing the items listed in Appendix 4 of the NDSSM? Reference: NDSSM 5.3.2, Appendix 4 Comments:	Yes		No
	comments.		n/a	
C2	Is there at least one Emergency Oxygen Kit at the Unit which contains enough oxygen to supply one diver with 15 lpm of oxygen for 12 hours or the time required to reach the next level of care? The kit must contain at least one demand resuscitator valve capable of ventilating an unconscious patient, one bag	Yes		No
	valve mask (BVM), and one non-rebreather mask. Reference: NDSSM 5.3.1 Comments:		n/a	
	connents.			
C3	Do all operational oxygen cylinders have a hydrostatic test date that is less than five (5) years old?			
	Reference: NDSSM 4.2.7 D Comments:	Yes		No
	comments.		n/a	
C4	Does the Unit have an Automated External Defibrillator with all batteries and pads within their respective			
	expiration dates? Reference: NDSSM 4.2.7 E Comments:	Yes		No
	comments:		n/a	
	Doos the Unit have a backhoard with a convical collar and strans in fully functional condition?			
C5	Does the Unit have a backboard with a cervical collar and straps in fully functional condition? Reference: NDSSM 4.2.7 F	Yes		No
	Comments:		n/a	
C6	If the Unit uses Nitrox, does it have an oxygen analyzer with an oxygen cell that was manufactured within the last 18 months and installed within the last 12 months? Reference: NDSSM 7.7.4 C	Yes		No
	Comments:		n/a	
С7	Are all battery powered devices in the First Aid Kit functional? (flashlights, sphygmomanometers, pulse	Yes		No
	oximiters, etc.) Reference: NDSSM 5.3.2 Comments:		n/2	
			n/a	
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SECTI	ON C: SUPPORT EQUIPMENT (continued)			
C8	Are all medications and other age-sensitive items in the First Aid Kit within expiration dates or the guidelines specified in Appendix 4 of the NDSSM? Reference: NDSSM 5.3.2 Comments:	Yes	n/a	No
C9	Have all oxygen kit demand resuscitator valves been tested for overpressure prevention within the last three (3) months and for functionality before each diving day or tagged out and labeled? Reference: NDSSM 5.3.1 E & G Comments:	Yes	n/a	No
C10	Have all oxygen kit demand resuscitator valves been serviced within the last two (2) years or according to the manufacturer's recommendations and documented or tagged out and labeled? Reference: NDSSM 5.3.1 D Comments:	Yes	n/a	No
SECTI	ON D: BREATHING GAS SYSTEMS (Skip this section if the Unit does not have a breathing gas system)			
D1	Are the operating procedures for the compressor and/or fill system(s) posted? Reference: NDSSM 5.3.4 J Comments:	Yes	n/a	No
D2	Are the operational and maintenance histories of the breathing gas system documented in a Compressor Logbook?? Reference: NDSSM 5.3.4 I Comments:	Yes	n/a	Nc
D3	Is the compressor manufacturer's maintenance and repair manual available for reference and are these guidelines followed at the Diving Unit? Reference: NDSSM 5.3.4 J Comments:	Yes	n/a	No
D4	Is the compressor located in an area that is clean, free of flammable materials and sufficiently ventilated to prevent overheating? Reference: NDSSM 5.3.4 A Comments:	Yes	n/a	Nc

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	DIVING UNIT INSPECTION CHECKLIST			
SECTI	ON D: BREATHING GAS SYSTEMS (Skip this section if the Unit does not have a breathing gas system)			
D5	Is hearing protection available to be used by the compressor and filling station operator? Reference: NDSSM 5.3.4 C Comments:	Yes	n/a	No
D6	Is each line and valve in the compressor and cylinder filling system labeled or depicted in a system schematic according to its function? Reference: NDSSM 5.3.4 K Comments:	Yes	n/a	No
D7	Has a breathing gas sample from the system been analyzed in the past six (6) months with results on file at the Diving Unit? Reference: NDSSM 5.3.4 E, 5.3.5 Comments:	Yes	n/a	No
D8	Have compressor oil and filter(s) been changed in the last 12 months or in accordance with the manufacturer's specifications, using the manufacturer's recommended oil and filters and documented in the Compressor Logbook? Reference: NDSSM 5.3.4 I Comments:	Yes	n/a	No
D9	Is the compressor intake clearly labeled and located in an area free of direct contaminants to the air supply?. Reference: NDSSM 5.3.4 B Comments:	Yes	n/a	No
D10	Has the compressor final stage relief valve been calibrated by a certifying authority within the last three (3) years? Reference: NDSSM 5.3.4 D Comments:	Yes	n/a	No
D11	Has the breathing gas system been pressurized to Maximum Allowable Working Pressure (MAWP) and tested for leaks in the last twelve (12) months? Reference: NDSSM 5.3.4 K 3 Comments:	Yes	n/a	No
D12	Are the compressor cooling fans and belts in good condition and are the compressor inter-stage and crankcase cooling fins clean and in good condition? Reference: NDSSM 5.3.4 A Comments:	Yes	n/a	No

U.S.DEPARTMENT OF COMMERCE NOAA Form 57-03-03 NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (09-18) Page 8 of 14 **DIVING UNIT INSPECTION CHECKLIST** SECTION D: BREATHING GAS SYSTEMS (continued) D13 Is a gauge which can directly measure the compressor discharge, storage bank, and charging whip Yes No pressures calibrated by a certifying agency and within the calibration service date? Reference: NDSSM 5.4.4 C n/a Comments: D14 Are all valve fittings and gauges rated for the working pressure of the system in which they are installed? Yes No Reference: NDSSM 5.3.4 K Comments: n/a D15 Are all high pressure (HP) and low pressure (LP) gas lines secured with attachment points no more than 36 Yes No inches apart? Reference: NDSSM 5.3.4 K Comments: n/a Have the SCUBA charging whips been visually inspected for damage or deterioration before each use? D16 Yes No Reference: NDSSM 5.3.4 M Comments: n/a D17 Are the charging whips secured at 36 inch intervals to prevent injury to personnel during cylinder filling Yes No operations? Reference: NDSSM 5.3.4 M Comments: n/a **D18** Are dust caps installed on fill whips when the whips are not in use? Reference: NDSSM 5.6.3 A Yes No Comments: n/a D19 Is all equipment used with gas mixtures containing oxygen concentrations of 40% or greater Yes No cleaned, approved for oxygen service and labeled accordingly? Reference: NDSSM 7.7.2 Comments: n/a Have all DOT cylinders been hydrostatically tested within the last five (5) years and ASME cylinders D20 Yes No externally inspected annually and internally tested within the last five (5) years? Reference:NDSSM 5.3.4 O n/a Comments:

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	DIVING UNIT INSPECTION CHECKLIST		
SECTI	DN D: BREATHING GAS SYSTEMS (continued)		
gas sto	llowing section pertains to low pressure (LP) volume tanks (part of a LP breathing gas system) and high pressur prage flasks (part of a HP breathing gas system) other than SCUBA cylinders or standard 'K' cylinders covered in above. If your system does not contain LP volume tanks or non-standard HP storage flasks, please skip this sec	the requireme	
D21	Are LP volume tanks / HP compressed gas storage flasks equipped with an inlet side check valve (exception for shared inlet/outlets)? Reference: NDSSM 5.3.4 O 4c Comments:	Yes n/a	No
D22	Is each LP volume tank / HP compressed gas storage flask equipped with a pressure gauge? If assembled in a bank, the bank requires one pressure gauge on the final flask. Reference: NDSSM 5.3.4 O 4b Comments:	Yes	No
D23	Are all LP volume tanks / HP compressed gas storage flasks equipped with a condensate drain valve located at the lowest point? Reference: NDSSM 5.3.4 O 4d Comments:	Yes n/a	No
D24	Do all Oxygen systems over 125 psig and compressed air systems over 500 psig have slow-opening shut-off valves? Reference: NDSSM 5.1.2 C Comments:	Yes n/a	No
D25	Are all LP volume tanks / HP compressed gas storage flasks used in systems containing greater than 40% oxygen cleaned for oxygen service? Reference: NDSSM 7.7.2 Comments:	Yes n/a	No
D26	Are all LP volume tanks / HP compressed gas storage flasks labeled appropriately, either on the tank/ flask or system schematic? Reference: NDSSM 5.3.4 O Comments:	Yes n/a	No
D27	Do all LP volume tanks / HP compressed gas storage flasks have a serial number or other unique identifier which allows referencing of test results in the maintenance log? Reference: NDSSM 5.3.4 O 4a Comments:	Yes n/a	No
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SECTIO	DN D: BREATHING GAS SYSTEMS (continued)			
D28	Are all LP volume tanks / HP compressed gas storage flasks equipped with an overpressure relief device? Reference: NDSSM 5.3.4 L Comments:	Yes	n/a	No
D29	Are all LP volume tanks / HP compressed gas storage flasks stored in a well-ventilated area, protected from overheating, and secured from falling? Reference: NDSSM 5.3.4 O Comments	Yes	n/a	No
SECTIO	DN E: TECHNICAL DIVING (Skip this section if the Unit does not conduct technical diving)			
E1	Has each currently certified CCR diver documented completion of at least one open circuit bailout in the last 12 months? For deco- or mixed gas-certified divers this should be from at least 100 fsw and include gas switches and simulated decompression. Reference: NDSSM 10.2.9 B & C Comments:	Yes	n/a	No
E2	Are maintenance logs kept for each rebreather? Reference: NDSSM 10.5.5 B Comments:	Yes	n/a	No
E3	Is the age of all rebreather galvanic oxygen cells either <18 months since manufacture or <12 months since installation? Reference: NDSSM 10.5.8 A Comments:	Yes	n/a	No
E4	Are model specific build, deck and pre-dive checklists used for each model of rebreather? Reference: NDSSM 10.4.1 G Comments:	Yes	n/a	No
E5	Is each oxygen, diluent and bailout cylinder marked with a standard labeling scheme and does the label include the gas it contains including the Minimum and Maximum Operating Depths? Reference: NDSSM 7.7.3 E, 8.5.1 C, 9.4.2 D, 9.5.1 E Comments:	Yes	n/a	No

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GECT	ION F. TECHNICAL DIVING (continued)			
	ION E: TECHNICAL DIVING (continued)			
E6	Has each rebreather been serviced in accordance with the manufacturer's recommendations? Reference: NDSSM 10.4.1 F Comments:	Yes	n/a	No
E7	Are all dive computers used for technical diving approved by the NDCSB for decompression diving? Reference: NDSSM 4.5.5 B Comments:	Yes	n/a	No
SECT	ION F: DIVE DEMONSTRATION (only used during triennial DUSA)			
F1	Has a properly completed Dive Operations Plan (NF 57-03-20) been submitted to ndp.diveplans@noaa.gov and is a copy present at the dive site? Reference: NDSSM 4.2.2 E Comments:	Yes	n/a	No
F2	Has a properly completed Diving Emergency Assistance Plan (NF 57-03-21) been submitted to ndp.diveplans@noaa.gov? Reference: NDSSM 4.2.3 Comments:	Yes	n/a	No
F3	If needed, has NOAA Form 57-03-22 (Dive Operations Plan - Safe Ship) been completed and are the relevant ship's departments complying with the requirements? Reference: NDSSM 2.10.2 A11 Comments:	Yes	n/a	No
F4	Has the availability and contact information of the primary hyperbaric chamber been confirmed? Reference: NDSSM 4.2.3 A & 11.1.2 B1 Comments:	Yes	n/a	No
F5	Are the required safety items present at the dive site? These include First Aid Kit, AED, Emergency Oxygen Kit and Backboard (if practical). Reference: NDSSM 4.2.7 Comments:	Yes	n/a	No

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SECTI	ON F: DIVE DEMONSTRATION (only used during triennial DUSA)			
F6	Is a Divemaster or Lead Diver present at the dive site and in charge of the operation? Reference: NDSSM 2.8.2 A Comments:	Yes	n/a	No
F7	Have the appropriate water entry/exit methods and locations been discussed and are they adequate? Reference: NDSSM 4.2.2 E, 4.2.3 C, 4.2.2 I, 4.3.1 Comments:	Yes	n/a	No
F8	Is the location of the DEAP and any other needed emergency information, including each diver's role in an emergency, provided to the dive team? Reference: NDSSM 4.2.3 C, 4.2.4 Comments:	Yes	n/a	No
F9	Does the pre-dive briefing include description of target depth and bottom time, recall method and minimum surfacing cylinder pressure? Reference: NDSSM 4.2.4 B Comments:	Yes	n/a	No
F10	Does the pre-dive briefing describe the goals, objectives and tasks to be accomplished by each diver during the dive? Reference: NDSSM 4.2.4 B Comments:	Yes	n/a	No
F11	Are any unique hazards for the dive identified and mitigation plans discussed? Reference: NDSSM 4.2.4 B Comments:	Yes	n/a	No
F12	Do topside support personnel use a dive log to document (at a minimum) the divers' names, date, time in, time out, pressure in, pressure out, depth and breathing gas? Reference: NDSSM 12.1.5 Comments:	Yes	n/a	No
-13	Does the DM/LD remind the divers of the situations under which they should terminate their dive (i.e., low cylinder pressure, lost buddy, failure of any life support equipment, conditions become unsafe, use of any alternate air source, other than during a drill)? Reference: NDSSM 4.2.4 B Comments:	Yes	n/a	No

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SEC	CTION F: DIVE DEMONSTRATION (only used during triennial DUSA - continued)			
F14	Does the DM/LD ask each diver if they feel physically and mentally prepared for the dive and if they have any questions about any part of the operation? Reference: NDSSM 4.2.5 A Comments:	Yes	n/a	No
F15	Does each buddy team conduct a functional buddy check and is this confirmed or repeated by the DM/LD? Reference: NDSSM 4.2.8 B & C Comments:	Yes	n/a	No
F16	Are scuba cylinders handled in a secure fashion to prevent damage during transportation, gear set-up, dive operations and post-dive clean-up? Reference: NDSSM 5.4.5 A 4 Comments:	Yes	n/a	No
F17	Are appropriate dive flags posted? Reference: NDSSM 4.2.9 Comments:	Yes	n/a	No
SEC	TION G: DIVE RESCUE (only used during triennial DUSA)			
G1	Does the diver or rescuer signal for help upon surfacing? Comments:	Yes	n/a	No
G2	Does the Divemaster or Lead Diver adequately address the problem of an unconscious diver on the bottom? Comments:	Yes	n/a	No
G3	If standby divers were required for the dive and they were needed for the rescue, were they deployed? Reference: NDSSM 4.3.10 Comments:	Yes	n/a	No
G4	Once on the surface, did the rescuer report the victim's condition, establish buoyancy, and if needed, provide rescue breaths? Comments:	Yes	n/a	No

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SECT	ION G: DIVE RESCUE (only used during triennial DUSA - continued)			
G5	Was a simulated call placed to EMS or another emergency responder in a timely fashion? Reference: NDSSM 11.2 Comments:	Yes	n/a	No
G6	Was an effective method employed to transport the victim to the extraction point? Comments:	Yes	n/a	No
G7	Was an appropriate extraction performed? Reference: NDSSM 4.3.1 B Comments:	Yes	n/a	No
G8	Once on the platform, was appropriate care given to the victim including administration of emergency oxygen, CPR and use of an AED? Reference: NDSSM 11.2.1 C Comments:	Yes	n/a	No
G9	Was there effective teamwork between the rescuers? Reference: NDSSM 11.2 Comments:	Yes	n/a	No
G10	Were all divers accounted for before simulating departure from the dive site? Reference: NDSSM 11.1.1 B 5 Comments:	Yes	n/a	No
G11	Was a post-dive briefing conducted? Reference: NDSSM 2.10.2 A 12 Comments:	Yes	n/a	No
G12	Did the DM/LD complete the Dive Operations Plan Pre- and Post-Dive Checklist (NF 57-03-23)? Reference: NDSSM 4.4.2 Comments:	Yes	n/a	No
SECT	ION H: INSPECTION COMMENTS and RECOMMENDATIONS			