

Diving at Work Regulations 1997

## Diving Contractors' Information

- Please read the information contained within the guidance on the reverse of this form.
- If filling in this form by hand, please use BLACK INK and BLOCK CAPITALS.
- The form must be printed for a written signature.
- When completed please send the form to: Health and Safety Executive, Diving Inspection Team, Lord Cullen House, Fraser Place, Aberdeen, AB25 2UB.

### 1. Name, address & telephone number of diving contractor (registered office if limited or public limited company)

Name

Address (including post code)

Telephone number

Email address

### 2. Legal status of diving contractor

Limited Company       Public Limited Company (PLC)       Sole Proprietor

Partnership       Other

### 3. Name, address & telephone number (where different from above) of person to be contacted, in case of need, by the Executive

Name

Address (including post code)

### 4. Signed

Name

### 5. Date

### Voluntary additional information

### 6. What type of diving activity do you undertake?

- |   |   |
|---|---|
| <input type="checkbox"/> Commercial diving offshore | <input type="checkbox"/> Commercial diving inland/inshore     |
| <input type="checkbox"/> Media diving               | <input type="checkbox"/> Scientific and archaeological diving |
| <input type="checkbox"/> Police diving              | <input type="checkbox"/> Shellfish diving                     |

The Data Protection Act 1998 requires the Health and Safety Executive (HSE) to inform you that this form may include information about you (this is called 'personal data' in the Act) and that we are a 'data controller' for the purposes of this Act. HSE will process the data for health, safety and environmental purposes. HSE may disclose this data to any person or organisation for the purposes for which it was collected or where the Act allows disclosure. As data subject, you have the right to ask for a copy of the data and to ask for any inaccurate data to be corrected.

## OSDDC1 Guidance Notes

1. The Diving at Work Regulations 1997 Reg 7

These require that:

- i. No person shall act as a diving contractor unless written particulars are supplied in writing to the Executive.
- ii. There is no need to provide details annually but any change in the particulars should be forwarded to the Executive immediately.
- iii. There are 6 Approved Codes of Practice with the Diving at Work Regulations 1997 but there is no need to provide written information under the Recreational Diving ACOP.

2. Please return the completed form to:

Health and Safety Executive  
Diving Inspection Team  
Lord Cullen House  
Fraser Place  
Aberdeen  
AB25 3UB

3. HSE will acknowledge receipt of the form.

The receipt is not a licence and no approval is expressed or implied.