

Macquarie University: Diving and Boating Safety Advisory Group Minutes of second quarter 2015 meeting

Location:

- E6B-136 Briefing room

Attendees:

- *M. Kosnik, A. Sordes, A. Irvine, B. Pitcher, C. Brown, E. Byrnes, J. Cuomo, J. Madin, M. Howitt, S. Collison.*

Apologies:

- *R. Harcourt, M. Carley, J. Williamson.*

Item	Notes	by
0	accept Feb. minutes As sent to sent to dive safety on March 24th - from Amanda - "Typo in Gabriel's name" First - Amanda, Second - Andrew... No opposed to accept as record. No opposition to posting minutes on website.	MAK
1	add Evan Byrnes All agree Evan will be the student representative for 2015.	MAK
2	update Pelagica upgrades New depth sounder / GPS (faster updates) and DSC radio (increased safety) installed. Sea trials on Friday. Special thanks to Sharyon to handling this so smoothly... thanks Ben & Irv.	Andrew Irvine / Benjamin Pitcher
3	update minor alterations to the dive manual As circulated to dive safety on April 23rd. Brand mark update... ADAS comments: reporting near misses required, add air consumption section, and add tag out procedures.	Amanda
4	motion to recommend alterations to Carley All in favour of recommending minor changes to dive manual.	MAK
5	motion to seek public consultation on draft snorkelling manual As circulated to dive safety on April 23rd. All in favour of broad consultation - including cross faculty. Will schedule 3 public consultation meetings.	MAK
6	UDO duties during Amanda's absence as circulated to dive safety on May 5th UDO eligible - Rob / Matthew / external hire - recommend a single point person to coordinate. Rescue assessments - update dive manual to replace ATAM with Diver Trainer / Instructor... FieldFriendly time required? to investigate. Snorkelling duties - can be filled by other fieldwork managers.	Amanda
7	discuss interim UDO coverage Try to minimise the number of delegated people. Single point of diving contact. Single point of snorkelling contact. Interim UDO could be DBSAG chair...	Group
8	motion to recommend coverage All in favor of forwarding Amanda's recommendations to HSU and HoD Biology.	MAK
9	discuss June 11 plans Initiate a gathering of all people involved in marine fieldwork to occur on June 11... A BBQ on campus... Irvine / Sordes / Brown to coordinate...	MAK
10	update - O2 cylinders To buy cylinders vis renting (~50% cheaper over 10 years)... Have been adding some op airways to kits...	Amanda

DBSAG 2015.May.06 Meeting minutes, *continued*.

Item	Notes	by
11	update - BIOL379 tow back Amanda - raised not being notified through the OHS system. Flow of information between OHS and Fieldwork Managers. How will FieldFriendly deal with incidents? Specific to incident - things went well - staff and students involved happy with how it was handled on site. Jo - need prompt notifications. Still working on most effective notification system form remote areas.	Group
12	call - any other incidents in the last 3 months.	MAK
13	Fieldfriendly... Call for volunteers to test and provide feedback during the implementation and testing phase... MAK Marie - or someone from the admin team. Josh / Evan - volunteer to help.	Amanda
Matters arising...		
7.5	missing regulator found	Amanda
14	Josh For future discussion - external review of new diving procedures from a couple institutions. We getting benefits from our association with ADAS? - AS - ADAS is the federal organisation for occupational diving regulation. We regularly review our procedures relative to other Sydney Area Universities and have been working with ADAS in relation to training procedures. - JC - The university considers ADAS to be our standard. - MK - OHS regulations and adherence to AS2299 is University Policy. In regards standards / Legislation... high risk of loosing AS2299.2 if an incident occurs as it lags behind AS2299.1, so it is our best interest to do the best we can.	Josh