

ANNUAL DIVER TRAINING RECORD

This form is used to record the completion of the annual training required for every NOAA Diver. The activities do not need to occur on the same day, but they must be completed once every twelve (12) months. When all activities are completed the form should be signed by the diver and the UDS. A digital or printed copy should be retained in the Unit files until the following year's training record replaces it.

DIVER LAST NAME	DIVER FIRST NAME	MI	FINAL COMPLETION DATE
DIVING UNIT NAME / LOCATION		UNIT DIVING SUPERVISOR NAME	UNIT DIVING SUPERVISOR SIGNATURE

TOPSIDE TRAINING (COMPLETE APPLICABLE ITEMS)	COMPLETION DATES	ANNUAL REQUIREMENTS (COMPLETE APPLICABLE ITEMS)	COMPLETION DATES
<input type="checkbox"/> NDP Standards, Policies & Procedures		<input type="checkbox"/> Annual Medical History	
<input type="checkbox"/> Oxygen Administration		<input type="checkbox"/> SEP Gear Inventory	
<input type="checkbox"/> Recognition & Treatment of Diving Injuries		<input type="checkbox"/> Regulator & BCD Service	
<input type="checkbox"/> Rescue Techniques		<input type="checkbox"/> Verification of Liability Coverage (contractors only)	
<input type="checkbox"/> NOAA No-Decompression Tables			
<input type="checkbox"/> Dive Accident Management (DM/LD only)			
<input type="checkbox"/> Field Neurological Exam (DM/LD only)			

WATERMANSHIP ASSESSMENT (COMPLETE ONE, ALL ARE 500 m / 550 yd TIMED SWIMS)

<input type="checkbox"/> Bathing suit with mask/goggles, any stroke (except backstroke) in 15 min.	<input type="checkbox"/> Bathing suit with mask, snorkel & fins in 10 min.
<input type="checkbox"/> Wetsuit with mask, snorkel & fins in 12 min.	<input type="checkbox"/> Drysuit with mask, snorkel & fins in 15 min.
<input type="checkbox"/> Underwater in scuba gear and wetsuit in 16 min.	<input type="checkbox"/> Underwater in scuba gear and drysuit in 22 min.
TIME TAKEN TO COMPLETE SWIM	COMPLETION DATE

DIVE SKILLS CHECKOUT (COMPLETE ALL. Note as U = Unsatisfactory, N =Needs Improvement, S = Satisfactory, E = Excellent)

Pre-dive buddy check	_____	Disconnect / reconnect inflators (BCD & Drysuit)	_____
Properly weighted	_____	Ditch and don Scuba unit (surface & bottom)	_____
Buoyancy control	_____	Buddy breathing to surface (as donor & recipient)	_____
Controlled descent / ascent rate	_____	Air sharing to surface (as donor & recipient)	_____
U/W navigation and orientation	_____	Weight belt remove / replace (surface & bottom)	_____
U/W communication (hand signals)	_____	Drysuit roll outs & venting (if drysuit certified)	_____
Mask removal, replace and clear	_____	Deploy and use RASS	_____
Regulator recovery (3 methods)	_____	Buddy contact and awareness during dive	_____
DIVER OBSERVING IN-WATER SKILLS		COMPLETION DATE OF IN-WATER SKILLS	

RESCUE DRILLS (COMPLETE ALL. Note as U = Unsatisfactory, N =Needs Improvement, S = Satisfactory, E = Excellent)

Assist panicked diver (surface & bottom)	_____	Emergency Oxygen & AED administration	_____
Assist unconscious diver (surface & bottom)	_____	In-water rescue breathing on unconscious diver	_____
Tow diver to exit point (3 methods)	_____	Extricate unconscious diver from water	_____
DIVER OBSERVING RESCUE DRILLS		COMPLETION DATE OF RESCUE DRILLS	