

# ADCI STANDARD 10 [Rev. 10/2005]

## COMMERCIAL DIVER and ROV PILOT/TECHNICIAN CERTIFICATION CARDS

### Background

The material content of this Standard shall also be placed into Section 3 of the ADCI Consensus Standards for Commercial Diving and Underwater Operations, as Errata thereto. In addition, the Errata shall be published at the ADCI Website at [www.adc-int.org](http://www.adc-int.org).

Member companies of the Association of Diving Contractors International (ADCI) employ individuals to perform as commercial divers or ROV Pilot/Technicians. These individuals must have undergone training that meets the requirements of the current edition of the ADCI Consensus Standards for Commercial Diving and Underwater Operations and will then continue their path of career progression through a series of on-the-job training, field experience, working dives, and demonstrated leadership traits.

Diplomas issued by a civilian or military educational organization are for the purpose of attesting that an individual has received the necessary basic formal training to enter a vocational field. Such instruments should not be used to verify that the graduate has actually performed as a commercial diver or ROV pilot/technician nor should they be taken at face value as qualifying an individual to actually perform operational activities. Graduates of training schools should be considered Entry-Level personnel in the same manner as in any other profession and must be then further educated and trained to become effective in an operational situation.

Certification cards issued by recreational agencies are not recognized as qualifying an individual to perform commercial diving activities in the absence of additional formal commercial diving training from an accredited source.

ADCI shall no longer issue Diver Medical Technician Certification Cards as such cards fall under the purview of the Medical establishment. ADCI does not consider itself qualified to determine the medical expertise of individuals seeking such recognition.

#### Commercial Diving Supervisors:

To better validate the knowledge of Diving Supervisors issued ADCI Certification Cards, an Examination Program shall be placed into effect by ADCI and promulgated at [www.adc-int.org](http://www.adc-int.org) and communicated to all member companies. That program shall operate as follows:

1. Diving Supervisor cards issued before the Examination Program is in place shall expire on 31 December 2006.

2. Diving Supervisors currently holding ADCI Certification Cards will be required to take the Examination at least 30 days prior to expiration of the card now held in their possession.
3. The Examination will be administered on-line; shall be randomized to permit multiple examinees to simultaneously take the examinations, and shall consist of two parts:
  - a. Physics and Physiology
  - b. Practical Knowledge
4. The Examination will consist of questions able to be answered (where computation is required) by either American Standard or Metric computation as indicated by the examinee.
5. ADCI will promulgate suggested Study Materials and a Formula Sheet for guidance of potential examinees. Examinees will be permitted to utilize a basic calculator during the conduct of the examination.
6. A proctor must be appointed to validate that the Examination has been taken in the manner prescribed by ADCI.
7. Certain critical questions will constitute automatic failure of that portion of the Examination.
8. Should an examinee fail either of the two sections of the Examination they may retake the examination at a reduced price not sooner than 24 hours, or any later than 60 days after having failed either of the two sections. After 60 days, the examinee will be required to pay the full price of the examination.
9. Each examinee will be advised shortly following the Examination of the results to include a listing of questions incorrectly answered.
10. Diving Supervisor Cards shall be appropriately marked for those individuals who have successfully passed the Examination.
11. The ADCI Diving Supervisor Examination shall be continually evaluated to ensure validity of the questions and to add additional questions or delete those that prove to have suspect relevance.

**Federal Regulatory agencies of the United States (OSHA and United States Coast Guard) consider an employer to be in compliance with the diver training requirements of the Code of Federal Regulations for any employed diver with a valid "ADCI Commercial Diver Certification Card" for the appropriate training level.**

## Scope and Applicability

ADCI Standard 10 [Rev. 10/2005] expands upon prior issues that established a program whereby properly trained Commercial Divers or ROV Pilot/Technicians can obtain a certification card to recognize their qualification and competency level as defined in the ADCI Consensus Standards for Commercial Diving Operations and Underwater Operations and this Standard.

Certification cards issued under this program will be valid for a period of four (4) years from date of issue except for those of an Entry-Level nature that shall only be valid for a period of two years from date of issue. Cards can be obtained only by presentation of acceptable documentation that the individual for whom the card is requested has recorded evidence of having completed the requisite training and on-the-job experience necessary to support card issue at the appropriate level of classification.

This revision, which becomes effective on 31 December 2005, contains provisions:

1. To permit applicants for Commercial Diver or ROV Pilot/Technician certification cards who may not have had formal training as set forth in the ADCI Consensus Standards for Commercial Diving and Underwater Operations, to make a submittal for such cards which will be treated on a case basis through an evaluation of verifiable documentation.
  - a. Such experience must show a minimum of five (5) years of documented activity performing Commercial Diving or ROV Pilot/Technician operations and that in all other respects the applicant meets the requirements of the ADCI Consensus Standards for Commercial Diving and Underwater Operations. Personnel who fall into this category must document their experience by furnishing complete and verifiable Diver Log Book entries or; in the alternative, complete and verifiable company records that completely and adequately show a minimum of five (5) years of on-the-job experience plus a record of all training received prior to and during that period.
2. To permit ADCI member companies and ADCI member schools to make submission for ADCI Commercial Diver or ROV Pilot/Technician Certification Cards in accordance with the procedures set forth hereafter.

In all cases it shall be the responsibility of the employer to assure that the bearer of any ADCI Commercial Diver or ROV Pilot/Technician Certification Card is properly qualified to perform the duties at the level noted thereon. ADCI shall make every reasonable effort to verify information furnished to assure that no cards are issued to personnel who have not completed the requisite training, on-the-job performance, and necessary number of dives/hours of activity. However, in making such a determination ADCI relies upon information provided that is believed to have derived from a legitimate source and as such, ADCI shall bear no responsibility for the inability of any individual to properly perform the duties expected by an employer or

other party in reliance upon a Certification Card issued by ADCI through any company, school, or directly to an individual.

Regardless of the level of ADCI Certification that may be presented by an individual, it is the duty and responsibility of the employing company to make its' own determination regarding the level of competency of that individual in any manner they feel most appropriate and necessary. Mere possession of an ADCI Certification Card does not necessarily make that individual qualified to perform the variety of tasks that may be necessary to support the operational requirements of an employing company.

## **Certification Card Descriptions**

### **1. Entry Level Tender/Diver:**

This card may be issued by ADCI to all graduates of ADCI member schools who complete a commercial diver training-program consisting of formal instruction meeting the provisions of the Association of Diving Contractors Consensus Standards for Commercial Diving and Underwater Operations and in accordance with the procedures set forth hereafter under Documentation Accepted.

Graduates of formal commercial diving schools not members of ADCI may apply to receive this type of certification card by presenting evidence that they have attended a recognized course of formal instruction that meets the requirements of the ADCI Consensus Standards for Commercial Diving and Underwater Operations.

### **2. Surface-supplied Air Diver:**

This card will be issued by ADCI to applicants who have:

- a. Completed a formal course of instruction at a recognized commercial diving school, military training, or equivalent; or in some cases – through on-the-job experience gained by industry participation as discussed above.
- b. Formal training received must meet the general provisions of at least the required number of minimum hours in the subject matter set forth in the ADCI Consensus Standards.
- c. Advanced training beyond the minimum referenced above shall be documented in the Divers' Log Book or in any other acceptable manner that furnishes precision with regard to the type and duration of training, subject matter furnished, and practical activity in which the trainee is engaged in and in a manner to furnish documentation if requested by ADCI. The ADCI Consensus Standards may be used as a guide to advanced training appropriate to commercial diving and/or ROV pilot/technician training.

- d. Completed at least 100 field days participating in commercial diving operations.
- e. Completed at least 30 working dives, with duration of greater than 20 minutes per dive.

**3. Surface-supplied Air Diving Supervisor:** [Note

This type of card will be issued by ADCI to certified Air Divers who have:

- a. Met all of the above requirements.
- b. Completed an additional 100 field days participating in commercial diving operations
- c. Performed at least 50 working dives, with a duration of greater than 20 minutes per dive
- d. Have performed a minimum of 30 days as an Assistant Surface-supplied Air Diving Supervisor under instruction.

**4. Mixed Gas Diver**

This type of card will be issued by ADCI to certified Air Divers who have:

- a. Completed at least 100 field days as an Air Diver
- b. Completed at least 50 working dives as an Air Dive
- c. Completed at least 50 field days participating in surface supplied mixed-gas diving operations during which they shall have performed at least 10 working mixed-gas dives.

**5. Mixed Gas Diving Supervisor**

This type of card will be issued by ADCI to certified Mixed Gas Divers who have:

- a. Completed at least 350 field days as an Air or Mixed Gas Dive
- b. Completed at least 150 working dives as and Air or Mixed Gas Diver
- c. Completed at least 30 working days as an Assistant Mixed Gas Diving Supervisor.
- d. Individual is also qualified to work as an Air Diving Supervisor.

**6. Bell/Saturation Diver**

This type of card will be issued by ADCI to certified Divers who have:

- a. Completed at least 200 field days as an Air or Mixed Gas Diver
- b. Completed at least 100 working dives as an Air or Mixed Gas Diver
- c. Performed for at least 30 working days in support of Bell/Saturation Diving operations.

## **7. Bell/Saturation Diving Supervisor**

This type of card will be issued by ADCI to certified Divers who have:

- a. Completed at least 100 Field Days as a Mixed-Gas Diving Supervisor
- b. Performed at least 60 days as an Assistant Bell/Saturation Diving Supervisor under instruction.

## **8. Life Support Technician [Currently Under Revision]**

This type of card will be issued by ADCI to personnel who have:

- a. Performed at least 100 field days as an assistant Life Support Technician.

**Note:** It is preferred, but not mandatory that this individual shall have been previously certified to at least the level of an Air Diver

## **9. Non-Diving Supervisor**

This type of card will be issued by ADCI to personnel who have:

- a. Previously been qualified as a Diving Supervisor (Air, Mixed Gas, Bell Sat) within the category achieved as set forth in the preceding portions of this Standard.
- b. Non-Diving Supervisors cards will be issued only to persons who have been continually active in the commercial diving industry without a "lapse" from participation for a period of two years prior to request for issue. Renewal of such a card shall be made to personnel who have performed in the Non-Diving Supervisor role during at least three of the four years of prior certification card validity.

## Documentation Accepted

1. ADCI certification cards may be requested by ADCI member companies by certifying that the person for whom the card is requested is fully qualified to perform duties in the Classification requested and that all pre-qualification steps for advancement to any higher level requested have been entered in the Diver's Log Book and certified as having been properly completed by the individual.
  - a. The member company must maintain records in a manner than can be presented, if requested by ADCI, to document that the individual for whom the certification is requested is fully qualified for the level of certification requested.
2. Individual personnel seeking to obtain an ADCI diver certification card (other than Entry Level Tender/Divers or Entry Level ROV Pilot/Technicians) must present full and verifiable documented evidence in forms necessary to support the application.
3. Diving or ROV Supervisor levels must be supported by verifiable and documented endorsements; preferably from an ADCI member company that includes records of performance as an Assistant Diving Supervisor or Diving Supervisor.
4. A non-ADCI member company must present full documentation for each application and preferably, obtain an endorsement from an ADCI member company for Certification Cards requested for personnel in their employ. This endorsement can be in a form of letter or other document that verifies that the individual(s) has worked with, been employed by, or participated in operations that have been observed by the ADCI member company.

### 5. ADCI Member Commercial Diving Schools:

- a. Applications for the Entry Level Tender/Diver or Entry-Level ROV Pilot/Technician Certification Cards may be made by filing with ADCI a listing of the members of each class together with their Social Security Number or other identifying Number, their Date of Birth, a photograph meeting the requirements of this Standard, and the payment per card as set forth on the application form.
- b. Certification cards will be prepared for each individual identified and returned to the requestor. The cards may be issued ONLY to individuals who actually graduate. Any card furnished the school for issue to an individual who DOES NOT graduate will be returned to ADCI for disposal and removal of information from the master database.

### 6. Non-ADC Member Commercial or Government/Military Diving Schools

Application for Entry Level Tender/Diver or ROV Entry-Level Pilot/Technician Certification Cards for non-ADCI member Commercial Diving Schools will be accepted under the following provisions:

- a. That they be formally recognized as an accredited school by a Government body.

- b. That the course of instruction offered generally parallels that set forth in the ADCI Consensus Standards for Commercial Diving Operations to comprise not less than 317 hours of formal instruction in the subjects set forth therein.
- c. That the application for issue of an ADCI Entry-Level Tender/Diver or Entry-Level ROV Pilot/Technician Certification Card be accompanied by the payment for each card requested as identified on the Certification Card application, a photograph meeting the requirements of this Standard, date of Birth, and an identification number such as a Social Security or Passport number of the individual named.

**In all cases a completed Diver's Log Book will be a requirement of the application process with entries therein properly attested to by signature of a responsible Company Officer or Diving Supervisor.**

## Card Issue

The Commercial Diver Certification Card will be a 2 1/8 x 3 3/8 .030" thick plastic laminated card suitably identified as issued by the Association of Diving Contractors. Cards will be sequentially numbered from 000001 and prepared (color passport photo is required). In the event that a color photo cannot be furnished a black and white will be considered acceptable.

A photograph of the bearer will be laser scanned onto the card and the card itself protected from being changed or counterfeited by fixing of a holographic overlay onto the card prior to top coating with a Duraguard™ finish.

The cost of Commercial Diver Certification or ROV Pilot/Technician cards is set forth on the application form and must be paid at the time of application.

## Data Base Maintenance

The Association of Diving Contractors will maintain a database of Certified Commercial Divers based upon card issue. That data base will contain the sequential number for each card; the name and social security (or other identifier such as passport number), the date of birth, the date of issue, and the expiration date for all cards issued..

The database will be maintained **confidential** and not released to any party. Its' existence will be used as a verification tool for replacement of lost cards, renewal of cards, and as a means of generally tracking the numbers of certified commercial divers within industry.

The format and content of the database will not be released or changed without Board of Directors approval.