



Application for Diving Certification

(To be used for Diver, Supervisor, ADS Pilot and Diving Safety Specialist Certificate)

Note: Please read before completing the application form.

1. All certificates of competence are issued in accordance with requirements of the Canada Oil and Gas Diving Regulations, 1988. Please familiarize yourself with the specific requirements of the particular category of certificate or certificates being sought before completing this application.
2. For any certificate higher than Category I Diver or ADS Pilot the applicant must have relevant offshore oil and gas diving experience. For experience to be acceptable it must relate directly either to training appropriate for the higher certificate, or it must be diving activity in support of the offshore oil and gas industry. No other type of experience is acceptable regardless of the total dive time or supervisory time accumulated by the applicant.
3. An appropriate entry level exam is required for the following personnel:
 - a) Applicants for any category of Supervisor of Diving Safety Specialist
 - b) Any diver or ADS Pilot who graduated outside of Canada with certification and training not recognized as equivalent in accordance with requirements of the Canada Oil and Gas Diving regulations.
 - c) Upon request any other applicant or holder of any of the above.
4. Applicants who fail to comply with the specific requirements for issuance of a certificate in a given category will be rejected for that category of certificate.
5. Any rejected applicant may apply again at any time by submitting a new application together with the appropriate documentation.
6. Applications submitted either without the appropriate verifying documentation, or with incomplete documentation will not be considered until all the relevant documentation is provided. The minimum requirement for documentation is determined by the type and category of certification being sought. The applicant must include a copy of all dive-related diplomas, and certificates mentioned in the application, and a copy of the relevant portions of diving logbooks which support the diving experience described for the category being sought. Should this documentation be unavailable, the applicant must provide facsimiles or alternative evidence acceptable to the examiner.
7. Should a certificate be issued to an applicant on the basis of erroneous or misleading information or documentation, such a certificate shall be considered void from the day of issue and invalid for purposes of the Regulations.
8. Two passport size pictures (2x2 1/4 with 1/4" white space for signature), must be signed and included with the application. Any other size of picture will not be accepted. Applications for the supervisor category must also include a properly completed "Schedule VI" as indicated in the diving regulations.
9. Please read the application form carefully and write clearly using block letters. Answer all sections in full. Inaccurate or incomplete application forms will not be considered until all outstanding items are corrected.
10. Prior to sending the application please verify that all the required documentation and other information are included and that the form is signed and dated.
11. Remember: the onus of proof of qualifications and experience rests with the applicant. Do not make any unsupported statements or claims that cannot be verified.

Explanatory Notes:

***For further information please contact the Engineering branch of National Energy Board
Telephone (403)299-2791, Fax (403)292-5876.***

1. Under the Diving Regulation every Diver, ADS pilot, Supervisor and Diving Safety Specialist must be competent to undertake the duties of his position in the diving operation, have appropriate training and certification and, excepting the Diving Safety Specialist, be medically fit either in accordance with paragraph 53(b) - diver, or in accordance with paragraphs 27(b)(ii) - Supervisor, or 64(b)(ii) - ADS Pilot, as appropriate.
2. In any diving operation that is subject to a Board's approval, all divers, ADS pilots, Supervisors and Diving Safety Specialists involved must possess a certificate appropriate for the type or category of proposed diving operations, and be valid for the area under the Board's jurisdiction.
3. Certificates will be issued only after the Board is satisfied that the applicant has attained a satisfactory standard of competence for the particular type or category of certification, and after all the other requirements described in the diving regulations and in this application form have been met.
4. You can obtain additional information about the Diving Regulations and the types and categories of diving certificates either from your employer, a recognized diving school, or from the Canadian Association of Diving Contractors.
5. Applicants required to pass the exam for issuance of a certificate in a given category will be allowed three attempts over a two-year period counted from the time of the first attempt. Those who fail shall be rejected for that category of certificate and those already in the possession of such a certificate will have that certificate cancelled.
6. If you wish to upgrade your certificate you must provide additional supportive documentation reflecting relevant training and experience and fulfil any mandatory requirements for that category of certification.
7. An applicant seeking renewal of a temporary certificate, or upgrading of an existing one within twelve months from its issue, doesn't need to send a new set of photographs, or provide additional copies of documentation, that was previously submitted and that remains valid. An applicant whose certificate has expired or who seeks a different type or category of certificate, should contact the appropriate Board for advice on the supplementary documentation that will be required.
8. If your application for a certificate or for a particular category of certificate is refused, you may, within 30 days of being informed of the refusal, ask for a review of your case. In such an event the Board may seek advice from outside experts. Acceptance or issuance of a lower category of certification will not prejudice the outcome of the review of your application for a higher or permanent category of certification.
9. Lost or Stolen Certificates: If you lose your certificate or if it is stolen, the Board may replace it upon application. You should apply giving your old certificate number and details of the circumstances in which the certificate was lost. Please note that a replacement certificate will have a different number and the number of the original certificate will be cancelled.
10. Assessments may take up to two months depending on the number of applications in hand and the availability of referees. Candidates cannot expect to have processing completed in less than a week. Applicants will be given a personal interview only under urgent circumstances and only when a prior appointment has been made between 10:00 a.m. and 2:00 p.m. on a working day.

Part A

NEB Certificate No. if any: Date of Issue: Date of Expiry:

1. Surname: _____ First Name: _____ Middle Name: _____

2. Permanent Residence: _____

Postal Code: Telephone No: () Fax No: ()

3. Address to which the certificate should be sent (if different from 2) _____

Postal Code: Telephone No: () Fax No: ()

4. Date of Birth: 5. Place of Birth: 6. Citizenship:

7. Male Female 8. Height: 9. Weight: 10. Eye Colour: 11. Married:

Category of Certificate requested (check appropriate box)

	I	II	III	ADS Pilot		I	II	III	ADS	Diving Safety Specialist
12. Diver	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supervisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/>

Total years of verifiable experience in each category

	I	II	III	ADS Pilot		I	II	III	ADS	Diving Safety Specialist
13. Diver	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supervisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/>

For official use

Documentation Recieved

Recomendation

Photographs Recieved

Type of Certificate

Fee Recieved

Certificate Number

Date Application Received

Date of Expiration

Date Application Examined

Date of Dispatch

PASTE A 2X2 1/4" PICTURE WITH HOLDER'S SIGNATURE ON FRONT

SIGNATURE

Remarks _____

Office Stamp

Part C - Summary of commercial diving and ADS experience
 (No other type of diving experience is acceptable)

CATEGORY I DIVES (Surface Supplied Air)

TOTAL DIVING EXPERIENCE		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 20		
20 - 40		
40 - 50		
≥ 50		

EXPERIENCE IN PAST 12 MONTHS		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 20		
20 - 40		
40 - 50		
≥ 50		

CATEGORY I DIVES (Observation Dives in a Bell or Submersible)

TOTAL DIVING EXPERIENCE		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 50		
50 - 80		
80 - 100		
> 100		

EXPERIENCE IN PAST 12 MONTHS		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 50		
50 - 80		
80 - 100		
> 100		

CATEGORY II DIVES (Lock Out Dives(L) and Mix Gas Dives(M) Specify (L) or (M) next to the number of dives.)

TOTAL DIVING EXPERIENCE		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 50		
50 - 80		
80 - 100		
> 100		

EXPERIENCE IN PAST 12 MONTHS		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 50		
50 - 80		
80 - 100		
> 100		

CATEGORY III DIVES (Saturation Dives)

TOTAL DIVING EXPERIENCE			
Depth (m)	# Times in SAT	# Lockouts	Total Bottom Time (hrs.)

EXPERIENCE IN PAST 12 MONTHS			
Depth (m)	# Times in SAT	# Lockouts	Total Bottom Time (hrs.)

ADS DIVES (ADS Pilot)

TOTAL DIVING EXPERIENCE		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)

EXPERIENCE IN PAST 12 MONTHS		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)

Part D - Summary of commercial supervisory experience (No other type of experience is acceptable)
 (If assistant supervisor, indicate by (a) next to the number of dives)

CATEGORY I DIVES (Air only)

TOTAL SUPERVISORY		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 20		
20 - 40		
40 - 50		
≥ 50		

EXPERIENCE IN PAST 12 MONTHS		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 20		
20 - 40		
40 - 50		
≥ 50		

CATEGORY II DIVES (Lock Out Dives(L) and Mix Gas Dives(M)) Specify (L) or (M) next to the number of dives)

TOTAL SUPERVISORY		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 50		
50 - 80		
80 - 100		
> 100		

EXPERIENCE IN PAST 12 MONTHS		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)
0 - 50		
50 - 80		
80 - 100		
> 100		

CATEGORY III DIVES (Saturation Dives)

TOTAL SUPERVISORY			
Depth (m)	# SAT Operations	# Lockouts	Total Bottom Time (hrs.)

EXPERIENCE IN PAST 12 MONTHS			
Depth (m)	# SAT Operations	# Lockouts	Total Bottom Time (hrs.)

ADS DIVES (ADS Pilot)

TOTAL SUPERVISORY		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)

EXPERIENCE IN PAST 12 MONTHS		
Depth (m)	Number of Dives	Total Bottom Time (hrs.)

Total number of real or mock incidents involving decompression sickness supervised

Number of real or mock incidents involving decompression sickness supervised in past 12 months

Real	Mock

I certify that the foregoing particulars in this application and in the supporting documentation are true, correct and complete

Date:

At:

Signature: