

Responsibilities of the Deputy Dive Manager

Before the event

- ✓ **Keep a check on the weather forecast.**
- ✓ Allocate boat places 1st come 1st served.
- ✓ Make sure everyone knows of any last minute changes.
- ✓ Qualification requirements – who's diving with who?
- ✓ Back up dive site if weather is bad... talk to DM.
- ✓ Who is towing the boats?
- ✓ All safety equipment present and correct.
- ✓ Selecting and briefing the coxswain ... Qualified Boat Handler.
- ✓ Car and trailer parking requirements.

Responsibilities of the Deputy Dive Manager

During the event

- ✓ Constantly monitor weather conditions and tidal conditions.
- ✓ Communicate with and assist DM
- ✓ Keep records of times of entry and expected surface times of each Buddy group.
- ✓ Retrieval of shot line / anchor.

After the event

- ✓ Ensure aftercare of equipment, boats and reporting defects to the Equipment's Officer.
- ✓ Refuel boats and collection of fees.
- ✓ Complete Marshall Log sheets.