**Sheffield Scuba- BSAC36, Equipment Hire Agreement**

This agreement outlines the use of all equipment belonging to the club, Sheffield SCUBA (branch 36 of the British Sub-Aqua Club). It operates under the following premises:

• equipment can only be used by club members unless the Committee has agreed an alternative arrangement.

• priority for the use of equipment will be for

1) those undergoing Ocean Diver training,

2) those having qualified yet continuing to undertake training

3) those not undertaking training

• all equipment available for hire will be kept in good working order and in service / test as appropriate

• all equipment remains the property of Sheffield SCUBA regardless of any hire agreement underway

• all scuba equipment should reside at the club’s store (Ponds Forge, or as designated by the committee)

**RESPONSIBILITIES OF THE HIRER**

• the hirer is responsible for the safe use of equipment (trainee divers will only use equipment under the supervision of an instructor)

• the hirer will inform the Equipment Officer as soon as possible of any defect found whilst using the club’s equipment

• any damage or loss due to negligent use will be paid for by the hirer

• the hirer will pay the relevant fee for the equipment (see schedule 1)

• any equipment used in open water will be sanitised, washed and dried by the hirer, and will be returned clean and promptly by the date agreed with the Equipment Officer (the Equipment Officer can provide details as to the sanitisation of equipment including regulator, octopus, BCD inflate & mask)

• cylinders used in open water will be returned full.

RESPONSIBILITIES OF THE EQUIPMENT OFFICER

* details of the hirer (name, address and contact details) and the equipment hired and expected return date will be maintained by the Equipment Officer.
* the Equipment Officer will undertake to maintain all equipment to a standard that is fit for use and in good working order.
* Regulators and cylinders will at all times be kept within servicing dates and no one will be allowed to use kit that is out of service date.
* The Equipment Officer will ensure that all regulators (including octopus), BCD inflate (if used orally) & mask is sanitised between pool sessions.
* The Equipment Officer will ensure that cylinders used for try dives and pool training are filled when required.

**SCHEDULE 1 - HIRE CHARGES**

**Ocean Diver Trainees** - hire of cylinder, BCD and regulator £60 for the duration of training to Ocean Diver up to a maximum of 6 months. If Ocean Diver training continues beyond 6 months the charge for equipment use will be £10per month until qualified as Ocean Diver. This equipment will be stored at Ponds Forge but trainees will be expected to take it to open water sites. Air will be provided at the club’s expense for all pool use but cylinders used in open water should be returned full. Trainees will be able to use a cylinder, regulator and BCD. As part of their training they will discuss air availability with their instructor and ask for cylinders to be filled as appropriate. On occasion trainees may need to assist the Equipment Officer in taking cylinders to be filled.

Trainees requiring equipment for use in open water must contact the Equipment Officer in order to arrange collection from Ponds Forge after the pool session on the Wednesday immediately prior to use in open water and returned cleaned & regulators sanitised to Ponds Forge on the following Wednesday evening. Members should be aware that cylinders may require filling prior to use in open water

Trainees will be expected to provide their own drysuit, hood, gloves, weights, mask, snorkel and fins for open water dives (these can be purchased, borrowed or hired from a third party). Other equipment may be available to borrow including mask, snorkel, fins, weight belt, lead weights, etc. but trainees are encouraged to purchase their own basic equipment.

**Qualified Divers** (including those undertaking training but holding the qualification of Ocean Diver or equivalent) - hire of cylinder, BCD and regulator. Members must check with the Equipment Officer for availability of equipment, noting that priority will be given to those undergoing Ocean Diver training. Hire of cylinder, BCD and regulator for use in pool for qualified divers is £3 per item per use in the pool & £5 per item for use in open water (cylinders must be returned full).

Trainees requiring equipment for use in open water must contact the Equipment Officer in order to arrange collection Equipment to be used in open water must be collected from Ponds Forge after the pool session on the Wednesday immediately prior to use in open water and returned cleaned & regulators sanitised to Ponds Forge on the following Wednesday evening. Members should be aware that cylinders may require filling prior to use in open water.

**Other Equipment** - there is no charge for club members using the O2 kit, Resussi-Anne or AED (defibrillator) simulator. This equipment is only available to those with qualifications for its use.

The Projector and screen are available for club activities at no cost.