

AMUSEMENT DEVICES

INFORMATION SHEET FOR ANNUAL INSPECTION AND RECORDS

Overview

This Information Sheet provides advice on annual inspection requirements for amusement devices and includes an example annual inspection record.

For more information see the [General guide for amusement devices](#).

Annual inspection of amusement devices

A detailed inspection of an amusement device must be carried out at least once every 12 months by a competent person.

If the amusement device contains an electrical installation then the person inspecting the electrical installation needs to be qualified, or assisted by a person who is qualified, to inspect electrical installations.

An annual inspection must include the items listed on the attached *Sample annual Inspection record for amusement devices*.

Other things can be checked or tested during the inspection. For more information see the [General guide for amusement devices](#).

Competent person

A person who undertakes an annual inspection must be competent to do so. For an annual inspection this means a person who:

- for an inflatable device (continuously blown) with a platform height less than 9 metres, has acquired, through training, qualification or experience, the knowledge and skills to inspect the plant, or
- for any other amusement device or passenger ropeway:
 - has acquired, through training, qualification or experience, the knowledge and skills to inspect the plant, and
 - is registered under a law that provides for the registration of professional engineers, or any professional organisation or association to which the competent person must belong as required in their jurisdiction, or

- for any amusement device or a passenger ropeway, is a person who is determined by the regulator to be a competent person.

Inspection records and log book

A record must be kept of all tests, inspections, maintenance, commissioning, decommissioning, dismantling and alterations to plant that must be registered under Part 5.3 of the Work Health and Safety Regulations.

The attached *Sample annual inspection record for amusement devices* provides a way of keeping inspection records.

A log book must be kept for an amusement device and provided to any person who undertakes or is involved in an inspection. It must record details of the maintenance of the device and any faults, or other matters relevant to the safety of the device, identified during its operation.

Annual inspection records should be kept together with the log book.

A log book is not a substitute for the operator and maintenance manuals which should be readily available with the log book and referenced when inspecting the amusement device.

For more information see the [General guide for amusement devices](#).

Sample Annual Inspection Record for Amusement Devices**Amusement Device****Name and type of amusement device.....**

The class of the device [AS 3533.1-2009] recorded in the logbook was Class

Design Registration No. Issued by

Item Registration No. Issued by

Inspection Details

Name of competent person inspecting the device

Qualifications of person inspecting the device.....

Date(s) of inspection

Location(s) of inspection

As initialled, the following checks have been carried out:

☐

Operational history since the last annual inspection has been checked.

☐

Log book is up-to-date.

☐

Maintenance and inspections have been carried out as required under Regulation 240 and are recorded in the logbook.

☐

Required tests have been conducted and records maintained.

☐

A detailed inspection of the amusement device has been carried out, including inspecting the critical components, and the amusement device complies with the WHS Act and Regulations.

☐

Electrical inspections have been carried out in accordance with AS 3533.3 Clause 11.4.3 and a statement that the electrical installation is safe to use or operate has been provided by a qualified person and recorded in the logbook.

The integrity of the amusement device including critical components has been assessed and a physical inspection of those components of the unit that were visible was carried out in accordance with relevant technical standards and by supplementary methods where necessary.

In my opinion, at the time of inspection and as far as my inspection could determine, this amusement device had been correctly maintained, required testing satisfactorily completed and was free of visible defects that could adversely affect the safety of the device.

Competent Person Signature