

<b>TITLE: LIFESAVING EQUIPMENT CHECK AND INSPECTION</b>	
<b>Guideline Number: LE1560</b>	<b>Issue Date: 3 / October / 2007</b>
<b>Issue Status: 1.0</b>	

**PURPOSE:**

To provide guidelines on conducting regular checks and inspections of lifesaving and lifeguarding equipment.

Coast and beach environments are harsh on operational lifesaving equipment that needs to be ready for instant use.

**SCOPE:**

This Guideline applies to:

- Lifesavers, club captains and/or team leaders
- Lifeguards and lifeguard supervisors
- Coastal managers

This Guideline applies to volunteer lifesavers and employed lifeguards in both ocean and stillwater environments.

**GUIDELINE DESCRIPTION:**

**1.0 Equipment inspection and check**

- 1.1 Equipment checks should be a routine part of a lifeguard's duties.
- 1.2 Lifesaving equipment checks should be conducted on all items of equipment to be used during the shift.
- 1.3 The checks should be completed prior to commencement of the shift.
- 1.4 Checks should be documented along with requests for any repairs or replacements.
- 1.5 A Lifesaving Equipment – Inspection and Check form, similar to that included as Appendix 1, should be completed each day and prior to commencement of each duty shift.

**2.0 Unsatisfactory equipment**

- 2.1 Equipment not found to pass the check or inspection is to be removed from service, isolated and marked accordingly to ensure it cannot be used.
- 2.2 The equipment should be marked for repair.
- 2.3 If the item of equipment is a mandatory item for the proper conduct of the shift:
  - the equipment should be repaired; or
  - a replacement item should be sourced.
- 2.4 Should a replacement item not be able to be sourced and available on site, the lifeguard and/or supervisor should:
  - identify the closest available item; and

- notify radio command centre.

**DEFINITIONS:**

**Check** means ‘a supervision or test of accuracy; a comparison or guideline of comparison, verification’.

**Inspection** means ‘the act of looking at carefully, or examining critically and officially’.

**REFERENCES:**

Aquatic Risk and Safety Auditing, Surf Life Saving Australia, October 2001.

Australian Coastal Public Safety Guidelines

- LE1561: Lifesaving equipment – external audit

Guidelines for safe recreational water environments. Volume 1 – Coastal and fresh waters. World Health Organization, Geneva, 2003.

Surf Life Saving Australia, 2003. Surf lifesaving training manual, 32nd edition. Elsevier Australia Pty Ltd.

**APPENDICES:**

Appendix 1. Lifesaving Equipment – Inspection and Check

## APPENDIX 1 - Lifesaving Equipment – Inspection and Check

VENUE / Service Name:		
<b>Equipment</b>	<b>Approved for Use Yes / No</b>	<b>Comments</b>
<b>Radios</b> (base units and/or hand held units):-		
Radio base is available.		
Portable Radios fully charged.		
Radio check completed.		
Radio Bag(s) checked and is in working order.		
<b>Telephone</b> (mobiles and or land lines): -		
Phone is available.		
Phone is fully charged (if mobile).		
Phone is in working order.		
<b>Oxygen Equipment: -</b>		
Oxygen equipment is available.		
Oxygen cylinders (min. 2) are available and full		
Oxygen fully checked and is in working order.		
<b>First Aid Kit: -</b>		
Portable First Aid Kit is available.		
First Aid kit fully checked and is full. (see minimum requirements)		
<b>Defibrillator: -</b>		
Defibrillator is available. (if applicable)		
Battery is fully charged		
Defibrillator fully checked and is in working order.		
<b>Uniform: -</b>		
All Lifeguards have a complete Bum Bag with		
Pocket mask		
Pair of rubber/latex gloves		
All Lifeguards have minimum uniform requirements.		
Lifeguard Shirt		
Lifeguard Shorts		
Lifeguard Hat		
Sunglasses		
Swim fins (optional)		
All Lifeguards uniforms are clean and tidy.		
Other PPE equipment available		
<b>Beach Cleaning Items: -</b>		
Litter tongs		
Gloves		
Rubbish bin		
<b>Rescue Water Craft (RWC): -</b>		
RWC is available. (if applicable)		
RWC has been fully checked and is in working order.		
RWC fuel and oil has been checked and is full. (Full is when it is more than half full.)		

<b>Equipment</b>	<b>Approved for Use Yes / No</b>	<b>Comments</b>
<b>All Terrain Vehicle (ATV), Quad Bike or Vehicle: -</b>		
ATV, Quad Bike or Vehicle is available. (if applicable)		
ATV, Quad Bike or Vehicle as been fully checked and is in working order.		
ATV, Quad Bike or Vehicle fuel has been checked and is full (full is > half full.)		
<b>Rescue Board: -</b>		
Rescue Board is available.		
Rescue Board has been fully checked and is in working order.		
<b>Rescue Tube: -</b>		
Rescue Tube is available.		
Rescue Tube has been fully checked and is in working order.		
<b>Patrols Flags &amp; Signage: -</b>		
Patrol Flags & Signage are available.		
Patrols Flags & Signage have been checked and are in working order.		
Patrols Flags & Signage have been correctly positioned and filled in (See Patrol Flags & Signage Requirements)		
<b>Sharps container: -</b>		
Sharps Container is available.		
<b>Stinger Kit: -</b>		
Stinger Kit is available. (if applicable)		
Stinger Kit has been checked and is full. (See Stinger Kit Requirements)		
<b>Assessors Signature:</b>	<b>Date:</b>	
<b>Assessors Name/Position:</b>	<b>Time: am/pm</b>	