



AMUSEMENT DEVICES COMPLIANCE GUIDE

Parramatta Park & Western Sydney Parklands Trusts

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INTRODUCTION

Parramatta Park & Western Sydney Parklands Trusts are the Landowner-Manager of Parramatta Park / Western Sydney Parklands – one place of significant heritage status and parklands of community significance. Parramatta Park & Western Sydney Parklands Trusts promote and manage events some of which incorporate amusement devices as part of the entrainment programs. Hazards and safety risks associated with amusements devices have been identified and these guidelines aim to ensure compliance with Workplace Health & Safety and Public Safety Policy.

SCOPE OF THIS GUIDE

This guide sets Parramatta Park & Western Sydney Parklands Trusts' minimum safety compliance criteria for the erection/assembly, operation and dismantling of Amusement Devices. All owners, operators, or hirers of Amusement Devices are required to comply with the conditions set in this document at all times.

Parramatta Park & Western Sydney Parklands Trusts require hirers, owners, operators of Amusement Devices to adhere to the conditions of the Australian Standard AS 3533 series. If a conflict exists between the conditions of this document and AS 3533 (series), the latter shall prevail. The Trusts request that amusement device owners and operators carry out all necessary actions to ensure compliance aligned with, or preferably exceeding, the WHS Act and Regulation 2011 requirements.

The Trusts may direct persons (physical or legal) not adhering to this guide (Serious Breach as described below) to either meet this guide's criteria of performance or vacate the Trusts' land. Minor Breaches will be assessed on case basis.



TRUSTS' WHS AND PUBLIC SAFETY POLICY

Workplace Health & Safety legislation requires all practicable means be developed to ensure a safe environment for workers, volunteers, guests and visitors of its managed land..

These guidelines aim to:

- Ensure workers' conduct is monitored and compliance with safety procedures facilitated,
- Action on and reporting of any safety hazards and risks,
- Participation in workplace health and safety consultation and communication to ensure workers and management are all aligned and aware of hazard and risk profiles so that informed hazard and risk control decisions can be made,
- Checks on assets such as Personal Protective Equipment (PPE), vehicles and equipment to ensure they are routinely inspected and kept in good operational readiness,
- Open communication and consultation on safety concerns,
- Investigation of accidents and incidents.

The Trusts require workers to:

- Take reasonable care for themselves and all other persons that may be affected by their actions,
- Partake in workplace health, safety and welfare consultation,
- Pro-actively report hazards and risks to allow The Trusts to fulfil their obligations under WHS law and reach continuous improvement objectives,
- Adhere to safe systems of work,
- Wear required PPE for the job at hand/as required by Safe Work Method Statement (SWMS),
- Not recklessly interfere with anything provided for health, safety and wellbeing at work,
- Report accidents and incidents immediately as per The Trusts' procedures,
- Not participate in any horseplay.

The Trusts require contractors to:

- Take reasonable care for themselves, their workers and all other persons that may be affected by the contractor's undertaking,
- Partake in workplace health, safety and welfare consultation with The Trusts' management including partaking in site safety inductions,
- Pro-actively report hazards and risks to allow The Trusts to fulfil its obligations under WHS law and reach continuous improvement objectives,
- Comply with all reasonable directions by The Trusts,
- Report unsafe conditions, incidents and accidents immediately.

The Trusts require visitors to:

- Take reasonable care for themselves, their workers and all other persons that may be affected by their actions,
- Comply with all reasonable directions by The Trusts,
- Report unsafe conditions, incidents and accidents immediately.



Required Compliance

Those wishing to have an amusement device at their event/function fall into two categories, private hire and organisational, corporate hire; a different level of compliance is required from these two hire groups.

Hire Type	Private function less than 3? devices	Private Function More than 3? devices	PLI provided by Hirer	PLI & Workers Comp Insurance provided by device owner	Checklist required
Private	YES	NO	NO	YES	A
Private	NO	YES	NO	YES	B
Organisation	NA	NA	YES	YES	B

Checklist A is for Private Hire.

Checklist B is for Organisation, Corporate or Private Hirers with more than 3 devices.

Checklist A:

Documents/information to be provided to the Trusts by Amusement Device Hirers

Persons hiring amusement devices privately e.g. parents hiring amusement device for a child's birthday party must complete this checklist and submit it to the Trusts no later than 2 weeks prior to device installation. The Trusts reserve the right to refuse the installation of any amusement device if safety criteria are not met.

#	HIRER ACTION	Hirer verification – SIGN below when actioned	Park verification of receipt	Outstanding/Action
1	Device manufacturer specifications, Log Book and Work Cover Registration submitted to the Trusts 2 weeks prior to activity?			
2	Contact of amusement device owner submitted to the Trusts 2 weeks prior to activity?			
3	Public & Products liability insurance and Worker's Compensation Insurance of the amusement device owner submitted by the hirer to the Trusts?			

#	HIRER ACTION	Hirer verification – SIGN below when actioned	Park verification of receipt	Outstanding/Action
4	Safe Work Method Statements for installation and operation of the device submitted?			
5	Risk Management Plan prepared by the amusement device owner submitted 2 weeks prior to activity?			
6	Trained operator engaged to manage the device?			
7	Contingency plan for inclement weather submitted to the Trusts?			
8	Numbers of adult and children (including average age) submitted to the Trusts?			
9	Map/Sketch/Mud map of the proposed location submitted to the Trusts 2 weeks prior to activity?			
10	Access requirements submitted to the Trusts 2 weeks prior to activity?			

Checklist B:

Documents/information to be provided to the Trusts by Amusement Device Hirers

(Corporate/Organisation/ Private Hirer -more than 3 devices)

The following sections are in a tick box format so Amusement Device owners and operators are able to carry out a self-check to meet the requirements of this guide.

Please provide the following:

#	HIRER ACTION - CHECK	Hirer verification – SIGN below when actioned	Park verification of receipt	Outstanding/ Action
1	The Trusts has been notified in writing of intended dates and times of operation of amusement devices no less than 2 weeks in advance,			

2	As part of this notification all amusement devices intended to be used were described and three-dimensional size/measures of the devices and their 'live load' (when loaded with maximum allowable occupants),			
3	All manufacturer specifications submitted to the Trusts no less than 2 weeks prior to intended date of installation,			
4	Log Book, maintenance and repair records of each amusement device provided to the Trusts 2 weeks prior to installation commencement			
5	Records of training of each amusement device operator, provided to the Trusts 2 weeks prior to installation commencement			
6	Specified age and physical dimensions of amusement device users for each device provided to the Trusts no later than 2 weeks before installation,			
7	Evidence of amusement device SafeWork NSW (formerly WorkCover NSW) registration as/if required, provided to the Trusts at least 1 week prior to installation,			
8	Submit records to the Trusts, 2 weeks prior to commencement of work, evidencing inspections, testing (e.g. Non-Destructive Testing) and maintenance of the amusement device/s,			
9	Submit SWMS for installation and removal of all Amusement Devices proposed 2 weeks prior to installation.			
10	Public and Products Liability Insurance and Workers Compensation Insurance evidence provided to the Trusts no less than 2 weeks prior to the event. Insurance evidence must state the same/identical name of the insured as on all other supporting documentation.			
11	Risk Management Plan, prepared by the amusement device owner, submitted.			



CONDITIONS FOR INSTALLATION, OPERATION AND DE-INSTALLATION OF AMUSEMENT DEVICES ON PARK LAND

(Corporate/Organisation/ Private Hirer more than 3 devices)

The conditions listed below are mandatory and failure to adhere to them would constitute a Serious Breach (please see Breaches and Corrective/Preventative Action section further below). The Trusts recommend that hirers, owners, erectors and operators of amusement devices be familiar with these conditions and obtain copies of the AS 3533 for reference.

1. *Safety Clearances*

- All clearances specified by the manufacturer shall be adhered to or exceeded,
- An amusement device must have a minimum of 2.5m. vertical clearance in addition to the clearance envelope required by manufacturer specifications and/or AS 3533.1,
- An amusement device must have a minimum of 2m. horizontal clearance in addition to the clearance envelope required by manufacturer specifications and/or AS 3533.1,
- A minimum of 6m. clearance shall be maintained at all amusement device emergency evacuation points to allow for safe evacuation and access for emergency services personnel,
- Amusement devices may not be set at locations any closer than 10m from passing vehicular traffic,
- Amusement devices may not be set up within Park buildings,
- NSW mandatory safety clearances from power lines shall be exceeded at all times.

2. *Public Safety*

- Freight vehicles drivers must comply with instructions issued by the Trusts at all times,
- Freight vehicles driven at shared traffic zones must travel at walking pace speed (e.g. ~5km/hr.) and have the hazard lights engaged while in motion,
- Drivers of freight vehicles that have to be reversed or U-turned shall be directed by a vehicle spotter. The spotter is a person capable of guiding the vehicle by:
 - a) Standing no less than 3.5m. from the vehicle in the direction of the vehicle travel path (switch sides before vehicle changes direction),
 - b) Maintain continuous line-of-sight to the vehicle driver (mirrors included),
 - c) Use verbal commands and hand gestures to alert pedestrians of the vehicle and direct them out of the vehicle's path,
 - d) Command driver to stop if high pedestrian streams are encountered and pedestrians don't follow spotter instruction. Driver is to wait until pedestrian traffic has subsided,
 - e) The spotter shall wear AS 4602 high visibility work wear of day and night use rating,
- Amusement device assembly and dismantle area must be isolated by the device owner/operator using barriers that restrict access and have minimum coverage of two horizontal lines at height from ground surface level ~450mm. and ~900mm,



- The amusement device owner/operator must place warning signage that directs unauthorised persons to remain outside the work perimeter,
- When wire rope grips are used they shall comply with AS 2076 unless special grips are specified by the manufacturer.

3. Rigging

Inadequate rigging can compromise the safety of the amusement device thus inflicting injury to workers and patrons. The hirer/owner of amusement device must ensure AS 3533 and NSW SafeWork Authority requirements are met.

- When rigging is a part of the amusement device assembly and disassembly – certified riggers or workers appropriately trained and conversant with the operation shall be carrying out the task,
- Rigging best practice as noted in the NSW SafeWork Rigging Guide shall be adhered to at all times,
- When wire rope grips are used they shall comply with AS 2076 unless special grips are specified by the manufacturer,
- Inflatables must be weighted to manufacturer specifications and supported by documentation.

4. Quality of work

The following criteria shall be met:

- Requirements of the manufacturer guide shall be met,
- Requirements of the manufacturer shall be observable for verification,
- There shall be no bent parts,
- Makeshift devices are not allowed to be used,
- All assembly parts shall align in order to fit and shall not be forced in,
- All parts requiring lubrication shall be lubricated,
- Retaining and reusable pins shall be in working order and any damaged ones shall be replaced,
- All fittings used to secure the amusement device must have a WLL – Work Load Limit marking and shall not be exposed or subjected to forces that exceed this WLL,
- All bolts, washers and nuts shall meet the manufacturer specifications,
- All cushioning and safe landing surfaces must be installed and serviceable as per manufacturer guidelines.

5. Crowd Control

Unless otherwise expressly authorised by the Trusts, the hirer, owner and/or operator of amusement device/s must ensure that:

Fences & Barriers

- Crowd control barriers and fences are provided to ensure hazardous areas are not reachable by general public of amusement device patrons,
- Barriers/fences shall cater for orderly and safe queuing of patrons and not interfere with general thoroughfare in the area,



- The barrier/fence configuration shall allow for adequate passage of amusement device operator staff and patrons,
- The barrier/fence configuration shall exclude general public from amusement device patron and staff areas,
- Barriers shall meet the requirements noted in AS 3533.2, 2.2.11.2,
- Additional fencing shall be available to delineate and hazardous areas or areas of concern. This fencing shall be no less than 1m. height form ground surface,
- Amusement device operating staff shall be trained in managing patron crowds and ensuring the safe operation of the device is ongoing.

Signage

- The hirer/owner of an amusement device must ensure that adequate signage is erected in and prominent locations before admitting patrons on the device,
- The signage must clearly state the min. and maxi. dimensions of patrons allowed on the device,
- Signage must clearly state the average weight of patrons allowed on the device,
- Signage must clearly state the total number of patrons allowed on the device or section of the device at any one time,
- The signage must state the patron physical abilities required to safely enjoy it,
- Signage must state that patrons under the influence of alcohol or drugs are not allowed on,
- The signage must have adequate advice for persons that are pregnant, have medical conditions or are under medication,
- Signage shall have notice related to the potential for motion sickness.

6. Power Sources

Hirers and owners of amusement devices must consult with the Trusts in relation to electrical supply required for the operation of the amusement device. The Trusts generally do not support use of portable generators and aims to position devices in consultation with hirers/owners so existing power outlets are used.

The following criteria apply to portable generators:

- Power boards, portable generators and electrical connections are isolated from the public,
- Portable power generators must have clearly identified emergency stops/'kill-switches' in operational conditions,
- These stops must be tested before use of the generator,
- The generator must be RCD and Protective Earth-protected,
- Each and every lead connected to the generator must bear a current (no longer than 6 month interval, but 3 month preferred) electrical inspection and testing sticker as per AS 3760,
- The generator shall have adequate fuel tank capacity to allow for daily operation without refuelling on site,
- Only diesel or petrol generators may be used,
- All operators must be trained and conversant with the operation of the generator including troubleshooting,



- Appropriate fire extinguishers must be provided by the amusement device hirer/owner and placed at prominent position, supported by appropriate fire extinguishers sign. The fire extinguishers shall be of type and quantities as per Table 6.1 of AS 3533.2 and be regularly checked as per Australian Standard requirements,
- If generator is approved for use – it shall be placed by the hirer/supplier of the amusement device so exhaust fumes cannot adversely affect workers or patrons. Exhaust fumes shall be assessed so they don't enter any amusement device enclosed areas or other structure and accumulate.

7. Access and Egress

Hirers and owners of amusement devices shall meet the requirements of AS 3533 (series and specifically AS 3533.2 Section 2.2.15). The Trusts reserve the right to refer to AS 3533 (series) during site inspections to ensure that safety is not compromised.

8. Electrical

Hirers and owners of amusement devices shall meet the requirements of AS 3533 (series and specifically AS 3533.2 Section 2.3). The Trusts may refer to AS 3533 (series) during site inspections to ensure that safety is not compromised. The Trusts reserve the right to direct cease work if non-conformances with AS 3533.2 Section 2.3 are identified upon inspection.

9. First Aid

Owners of Amusement Devices must ensure that:

- during assembly and dismantle at least two workers are on site and hold current first aid qualifications.;
- during device operation at least two workers/device operators are on site and hold current first aid qualifications; and
- an occupational first aid kit is available on site and all device operators are made aware of its location. The location of the first aid kit must be adequately signposted and names and contacts of first aiders displayed.

The Trusts require near miss, incidents or accidents involving amusement devices are reported immediately to the nominated Park contact person. The Trusts will provide primary and secondary contacts for reporting. The Trusts require amusement device operators to either use:

- It's approved amusement device owner incident report form; or
- Adopt the attached Park's report form (please see Appendix 3).

All first aid incidents requiring a 000 – Ambulance call must be immediately reported by the amusement device operator to the Trusts.

First aid incidents must be reported to the Trusts immediately to the designated Park contact followed by written report submitted to the Trusts within 30min of its occurrence.



First aid incidents requiring very minor first aid such as application of a Band-Aid must be reported to the Trusts in writing utilising either a the Trusts -approved amusement device owner incident report form or the attached the Trusts report from within 2 hrs of the occurrence.

10. Emergency Response Preparedness

Amusement device owners must ensure manufacturer guidelines related to emergency response and evacuation is adhered to (especially when relevant to inflatable amusement devices).

Amusement device owners must ensure that operators are trained in emergency response and evacuation procedures and assembly areas nominated in consultation with the Trusts' representative.

Device operator emergency training shall be evidenced by training records and such records made available to the Trusts upon request.

Emergency procedures must include manufacturer-prescribed response/de-rigging procedures in case of extreme weather for example an engineering certificate stating maximum wind speed tolerances of an inflatable amusement devices and prescribing specific actions in case of high speed gusts including use of anemometer.

11. Operator Training

In addition to first aid and emergency response and evacuation training amusement device owners/mangers must ensure that workers operating the device are trained as follows (Non-exhaustive. Adherence to AS 3533 series required):

- Amusement device assembly/disassembly workers trained to manufacturer specifications and methods of assembly/dismantle and conversant with all components of the device,
- All workers associated with assembly/disassembly trained on specific Safe Work Method Statement (SWMS) and signed a copy of the statement during daily Toolbox Talks,
- All workers associated with operation of the device trained on specific Safe Work Method Statement (SWMS) and signed a copy of the statement during daily Toolbox Talks,
- Supervisors trained in all aspects of exercising supervisory roles,
- Operators trained and instructed not to leave the device unattended, not to ride any device, always maintain a clear line-of-sight to device's moving components and patrons as much as practicable,
- Immediately stop the device if so required for safety,
- Confidently carry out adequate crowd control functions aligned with 'Signage' section above e.g. direct patrons who appear to be intoxicated or patrons who are larger than allowed to exit the device – stop operation until such patrons have safely exited the device; e.g. direct boisterous patrons on inflatable amusement devices to exercise caution and calm down in the interest of more timid patrons and if patrons don't adhere ask them to leave and wait until safe operation can be resumed,
- Be aware of the maximum and safe speed of the device,
- Be aware of the duration and frequency of each ride.

CORRECTIVE AND PREVENTATIVE ACTION FOR BREACH OF GUIDELINES

The following list (example, non-exhaustive) indicates the Trusts' actions in case of breaches of the conditions of this guide by amusement device hirers, owners or operators.

Minor Breach	Serious Breach	Corrective Action	Preventative Action
Lack of adherence some sections of 1 - 11 above.	Total absence of adherence to points 1 to 11 above.		
Examples:	Examples:	Examples:	Examples:
Freight vehicle driver complies with Section 2,	N/A.	The Trusts issue notice to amusement device manager.	The Trusts ensures Park Officers monitor activities.
Repeat - Freight vehicle driver complies with Section 2,	Breach.	The Trusts issue final notice to amusement device manager and notes preventative action.	On third occurrence of the notified minor breach The Trusts deems the amusement device manager banned from The Trusts' land.
N/A.	Amusement device manager/owner has absolutely no provisions to meet Section 9 and operators not managing patrons to criteria set in manufacturer guidelines.	The Trusts issue a notice to the amusement device manager via e-mail and directs immediate rectification.	If amusement device manager does not comply within - nominated timeframe, The Trusts will direct that the device manager cease device operation and remove the device/leave the Trusts when appropriate.



APPENDIX 1

AMUSEMENT DEVICE HAZARD ID CHECKLIST - TO BE COMPLETED BY A SAFETY OFFICER

(Corporate/Organisation/ Private Hirer more than 3 devices)

Administration

Amusement Device:		Location:	
Amusement Device Owner:		Location:	
Reported By [Names & Signature]:		Date and Time of Inspection:	
<p><i>NOTE: When completing this checklist refer to amusement device manager-submitted documentation to verify prescribed controls.</i></p>			

Inspection

#	INSPECTION CHECK	Adequacy ✓ , ✗ , NA	IF NO (✗): Detail Inadequacy	CORRECTIVE ACTION	OUTCOME	PREVENTATIVE ACTION
MECHANICAL HAZARDS:						
1	Crush hazards adequately managed?					
2	Shearing/cutting hazards controlled?					
3	Loss of device stability hazard controlled? Inflatables weighted down as per manufacturer/engineer specifications?					
4	Entanglement hazards controlled?					
5	Entrapment hazards controlled?					
6	Impact (hit) hazards controlled?					
7	Friction and abrasion hazards controlled?					
8	Trip hazards controlled?					
9	Slip hazards controlled?					



#	INSPECTION CHECK	Adequacy ✓ , ✗ , NA	IF NO (*): Detail Inadequacy	CORRECTIVE ACTION	OUTCOME	PREVENTATIVE ACTION
ELECTRICAL HAZARDS:						
10	Contact with live parts controlled?					
11	Contact with live parts under fault conditions controlled?					
12	Approach to High Voltage parts controlled (high voltage areas secured and off limits)?					
13	Emission of molten particles hazard controlled?					
14	Chemical hazards from potential overload or short circuits controlled?					
THERMAL HAZARDS:						
15	Heat source contact hazard adequately controlled?					
16	Heat source radiation/heat emission hazard controlled?					
17	Hot work environment hazard controlled?					
18	Cold work environment hazard controlled?					
VIBRATION HAZARDS:						
19	Vibration hazards adequately controlled (e.g. whole body vibration reduced to prevent motion sickness)?					
NOISE HAZARDS:						
20	Noise hazard controlled through appropriate means and applying the hierarchy of controls?					
HARMFUL SUBSTANCES HAZARDS:						
21	Contact with harmful gases, fumes, dust, fluids hazard controlled?					
22	Fire hazard adequately					



#	INSPECTION CHECK	Adequacy ✓ , ✗ , NA	IF NO (*): Detail Inadequacy	CORRECTIVE ACTION	OUTCOME	PREVENTATIVE ACTION
	controlled?					
23	Explosion hazard adequately controlled?					
ERGONOMIC HAZARDS:						
24	Poor posture hazard controlled?					
25	Repetitive movements controlled?					
26	Excessive effort movements hazard controlled?					
27	Inadequate lighting hazard controlled?					
28	Mental overload hazard (e.g. distress, boredom) controlled?					
29	Human error hazard (lack of training and awareness; patron unsafe behaviour/acts) controlled?					



APPENDIX 2

ACCIDENT / INCIDENT REPORT FORM

Report Name:		Report Ref #:	
Worksite:	Parramatta Park	Date:	

Details of Injured Person

Surname:		Given Name[s]:	
Sex: [M] or [F]		DOB:	
Address:		Suburb:	
City:		State, Code:	
Contact Tel [1]:		Contact Tel [2]:	

Details of Employer of Injured Person (if applicable)

Company Name:		Supervisor:	
Address:		Suburb:	
City:		State, Code:	

Details of Next Of Kin of Injured

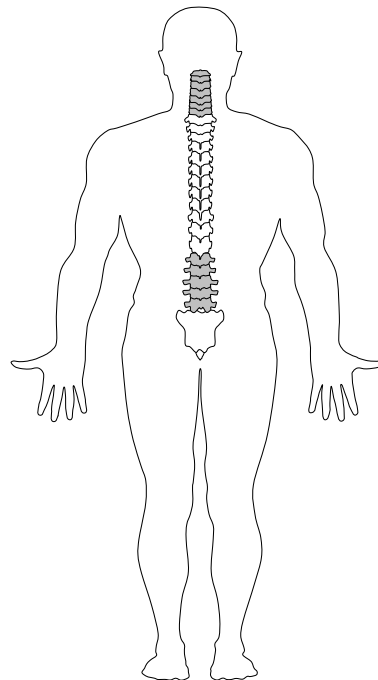
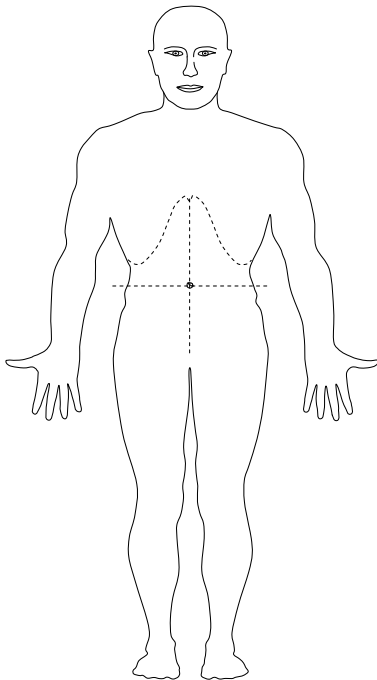
Surname:		Given Name[s]:	
Address:		Suburb:	
City:		State, Code:	
Contact Tel [1]:		Contact Tel [2]:	
Contacted Y, N:		Time Contacted:	

Details of Person Making Report

Surname:		Given Name:	
		Date:	
Worksite/Area:		Safety Officer:	

Accident / Injury Details

Date of Injury:		Time of Injury:	
Type of Injury:		Date:	
Worksite/Area:		Location:	
Description of Injury:	Indicate via sketch area of injury on the following page.		



Details of Treatment Provided

Treatment Provided: If refused indicate this:			
Was Treatment Referral Recommended?		Where to:	



Details of Medical Escalation / Referral

Organisation [A]: [e.g. NSW Ambulance]		Contact Name[s]:	
ID Obtained:		Vehicle Rego #:	

Organisation [B]:		Contact Name[s]:	
ID Obtained:		Vehicle Rego #:	

Details of Other Escalation / Referral

Organisation [A]: [e.g. NSW Police]		Contact Name[s]:	
ID Obtained:		Vehicle Rego #:	

Organisation [B]: [e.g. SafeWork]		Contact Name[s]:	
ID Obtained:		Vehicle Rego #:	



Hazard Controls

Describe what controls were in place and which control had a deficiency. Use tick for nominating control that was in place. Use the control column box below for brief description of identified gap.					
HAZARD:					
Elimination <input type="checkbox"/>	Substitution <input type="checkbox"/>	Isolation <input type="checkbox"/>	Engineering <input type="checkbox"/>	Administrative <input type="checkbox"/>	PPE <input type="checkbox"/>

Details of actions taken by reporting person

Action Taken:	
Work Activity at time of injury:	
Sequence of activity that led to injury:	
What was evident when inspecting the accident / injury site?	
Did work cease? If so for how long?	
What did you do to prevent a reoccurrence?	

Details of Person Finalising Form

Event Representative [Name]:		Event Representative [Signature]:	
Event Representative [Company]:		PPT Representative Signature: [as Witness]	



APPENDIX 3

SafeWork NSW requirements and Legislation

Work Health and Safety Regulation 2011:

238 Operation of amusement devices and passenger ropeways

- (1) The person with management or control of an amusement device or passenger ropeway at a workplace must ensure that the device or ropeway is operated only by a person who has been provided with instruction and training in its proper operation...
- (2) The person with management or control of an amusement device or passenger ropeway at a workplace must ensure that:
 - (a) the amusement device or passenger ropeway is checked before it is operated on each day on which it is to be operated, and
 - (b) the amusement device or passenger ropeway is operated without passengers before it is operated with passengers on each day on which it is to be operated, and
 - (c) the daily checks and operation of the amusement device or passenger ropeway without passengers are properly and accurately recorded in a log book for the device or ropeway.

240 Maintenance, inspection and testing of amusement devices and passenger ropeways

- (1) The person with management or control of an amusement device or passenger ropeway at a workplace must ensure that the maintenance, inspection and, if necessary, testing of the device or ropeway is carried out:
 - (a) by a competent person, and
 - (b) in accordance with:
 - (i) the recommendations of the designer or manufacturer or designer and manufacturer, or
 - (ii) if a maintenance manual for the device or ropeway has been prepared by a competent person, the requirements of the maintenance manual.

241 Annual inspection of amusement devices and passenger ropeways

- (1) The person with management or control of an amusement device or passenger ropeway at a workplace must ensure that a detailed inspection of the device or ropeway is carried out at least once every 12 months by a competent person.
- (2) An annual inspection must include the following:
 - (a) a check of information about the operational history of the amusement device or passenger ropeway since the last detailed inspection,
 - (b) a check of the log book for the amusement device or passenger ropeway,
 - (c) a check that maintenance and inspections of the amusement device or passenger ropeway have been undertaken under clause 240,
 - (d) a check that any required tests have been carried out, and that appropriate records have been maintained,
 - (e) a detailed inspection of the amusement device or passenger ropeway to ensure compliance with the Act and this Regulation (including a specific inspection of the critical components of the amusement device or passenger ropeway).



242 Log book and manuals for amusement devices

(1) The person with management or control of an amusement device at a workplace, in addition to complying with the record-keeping requirements of clause 237, must ensure that:

- (a) details of the erection or storage of the amusement device (including the date of erection) are recorded in the log book for the amusement device on each occasion on which it is erected or stored, and
- (b) the log book and operating and maintenance manuals for the amusement device are kept with the amusement device.

SafeWork NSW [source: <https://www.workcover.nsw.gov.au/health-and-safety/safety-topics-a-z/amusement-devices>]

For inflatable devices, such as jumping castles (that have a platform height less than nine metres) a 'competent person' need only demonstrate that they have acquired through training, qualifications or experience the knowledge and skills to inspect inflatable devices.

Some amusement devices do not require registration. These include:

- wave generators
- sealed inflatable devices or those which don't use a non return valve
- miniature trains and railway systems, but only those which are owned and operated by model railway societies