



Surf Life Saving Australia - Circular

Title:	Policy and Procedures - Update Gear and Equipment
Document ID:	32/15-16
Audience:	State/Territory Centres Branch Centres All Clubs/Services
From:	Surf Life Saving Australia
Date:	22 December 2015
Summary:	This Circular is to outline new procedures for approval of gear and equipment for frontline lifesaving and IRB competition. Update of the IRB Review.

Background

Surf Life Saving Australia (SLSA) over the past few months have been implementing updated equipment specifications and new accreditation and compliance procedures. This is to ensure that SLSA maintains fit for purpose equipment for our members.

This new program is ensure SLSA provide a modern and professional equipment accreditation and compliance program that delivers effective and efficient support to both our members, organisations and manufacturers.

Policy

Policy 1.6 SLSA Gear and Equipment has been revised and endorsed by the SLSA Board. The purpose of the policy is to ensure that Surf Life Saving Australia endorses innovative surf lifesaving and surf competition equipment that is of the highest industry standard; that fulfils operational requirements and is fit for purpose for all members and the Australian Lifeguard services.

The policy now highlights:

- Club annual inspection
- Approval of equipment
- Termination of approvals
- Re-inspection of approved products

Procedures

SLSA Gear and Equipment Procedures have been removed from the former Policy to a standalone document. The procedures have been updated to reflect the new accreditation and compliance program.

There has been no content changes to the existing outboard motor sealing procedure.

New accreditation and compliance program

The structure of the program can be broken down into 4 stages:

- Governance
- Development
- Independent testing
- Delivery

These are summarised below;

Governance

SLSA maintain the structures that underpin the program.

This includes

- Policy
- Procedures
- Advisory committees and working groups



Development

Research and Development

SLSA, State Centres, lifesaving services and manufacturers continue researching new classes of equipment or modifications to existing classes leading towards amendments to technical specifications or creation of new technical specification for a new class of equipment.

For any innovative or novel equipment that is not applicable into any of the existing class, technical specifications or has been designed to enhance an existing technical specification.

Equipment should be assessed against, but not limited to, the following:

- Defined operational use – what patrol or rescue method is the equipment supporting
- Cost Benefit Analysis
- Risk Management Plan
- Education & Training
- Viability for use in SLS

Outcomes are considered by technical specification working group, technical advisor and SLSA for development or amendment of a technical specification.

Technical Specification

Not all equipment has or requires a technical specification e.g. Red & Yellow patrol flags and signage must conform to Australian Standard 2416.3-2010 Water safety signs and beach safety flags.

An SLSA technical specification aims to:

- Define the operational role of the class or type of equipment
- Outlines alignment or additional requirements to relevant ISO, AS or other adopted standard (if any).
- Defines the fit for purpose criteria for the class of equipment
- Provides consistent advice to designers, developers, manufacturers, and certifiers who are involved in the design, construction, inspection and approval of relevant equipment
- Defines the testing protocols for the approval and compliance testing of equipment to ensure fit for purpose requirements and longevity are achieved
- Is reviewed every three years. This is unless a major safety or compliance issue requires review to be undertaken.

What Specifications are under review?

In July SLSA called for expressions of interest from members interested in being a part of technical specification working groups

- Inflatable Rescue Boat (IRB)
- Rescue water Craft (RWC)
- Side-by-Side vehicle – formerly ATV specification
- A minor review of rescue board

Common technical specification changes:

- Format of the specification - Combining all equipment components into a single specification
- Inclusion of the certification and compliance process.

Side-by-Side vehicles

- Change in terminology from ATV (industry term for saddle seat quad bikes) to the industry term Side-by-Side Vehicle (SSV)
- Confirmation of the utility style vehicle as the most appropriate style of SSV for SLSA. Sport models will not be endorsed.
- Common minimum conditional/restricted vehicle registration requirements by state regulators as mandatory to be included by the manufacturer presale.

Rescue Board

- Decrease in the width dimension from 550mm to 545mm
- Inclusion of weather testing to reduce the potential for fading

The SSV and rescue board specifications have been endorsed by the Lifesaving Management committee.

The RWC specification is in final draft and with the Lifesaving Member Advisory and Management Committees for consideration.



Once the specification has been endorsed, manufacturers will have 6 months to comply with the changes. The endorsed changes for SSV and rescue boards will come into effect July 2016.

Inflatable Rescue Boat (IRB) specification

The final outstanding recommendation from the 2011 IRB review was the development of a single hull IRB.

Development of a single *soft* hull specification has been on hold since 2012. SLSA restarted the development of this technical specification in late 2014. The hull is based on the current class 1 inflatable keel hull.

Development to date:

- A first draft specification was developed, based on learnings since 2012 and manufacturer feedback
- An IRB tech specification working group was formed and met in February 2015 to review first draft
- After the working group met a second draft was developed
- Initial concept drawings were developed
- Current manufacturers consulted to ensure that draft specification was achievable
- SLSA engaged a Naval architect to review the specification

The new specification is at final draft with the next steps:

- SLSA has engaged interested manufacturer to develop first of type vessels according to new specification.
- SLSA will conduct a sea trial of new specification vessels. This expected to be undertaken in early February 2016 (date is dependent on all hulls received).
- Minor amendments to the specifications – based on manufacturer feedback and sea trial
- All supplemental IRB specification drawings will be amended to ensure consistency with the written specification.
- Final IRB specification submitted to LMC for recommendation of endorsement/rejection.
- Circulate the new specification and issue 12 month phase out order with all current manufacturers

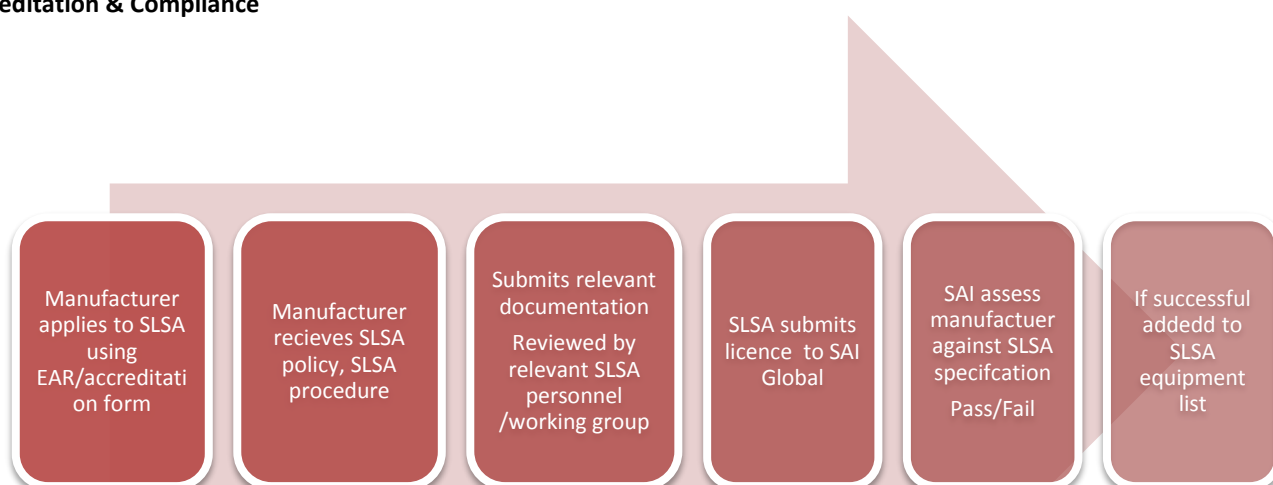
Independent Testing

SAI Global

SLSA has appointed SAI Global to act as its agent in the accreditation of manufacturers, inspection and certification of equipment. Under this structure, products (equipment) will undergo independent accreditation, compliance and quality assurance testing to ensure consistency in manufacturing processes and delivery of fit for purpose equipment to our members.



SAI Global provides organisations with information services and solutions for managing risk, achieving compliance and driving business improvement. They audit, certify and register products, system or supply chain through independent assessment to reduce risk and enhance service and product quality. <http://www.saiglobal.com/>

Accreditation & Compliance





Testing criteria may be under one of two systems:

Testing Type	Mark	Description	Frequency	Equipment
Type 1: Type Test Scheme		Desktop assessment of independent laboratory test reports against technical specification. Preferred for simple and/or low risk equipment.	Annually or on demand.	SSV RWC Defibrillators Surf Helmets Level 50 Lifejackets IRB outboard motors Rescue tubes
Type 5: Product Certification (Standards Mark)		Comprehensive assessment program including design verification, document review, quality plan implementation of manufacturing processes and equipment, ongoing regular assessments both of batch production and manufacturing site.	Annually or on demand.	IRBs Level 25 Lifejackets

Equipment and craft not included within this program includes Rigid Inflatable boats (RIBs), Jet Rescue boats (JRBs), Offshore Rescue boats (ORBs) & rescue helicopter services, two-way radios and state radio networks (including infrastructure).

Existing approvals

All existing manufacturers will have the choice to transition to the new program through the 2015/16 financial year.

Any equipment within the type 1 or type 5 program that has not been certified by SAI Global by **30th June 2016** will have all SLSA approvals and endorsements removed.

Delivery

Lifesaving services will be able to access a *delivery checklist* to ensure manufacturers continue to deliver quality product over time according to the specification. Any variation or concerns raised by members or SLSA against a manufacturer are referred to SAI Global to investigation and action as necessary.

- Lifesaving services are under no obligation to accept equipment that they suspect may not be compliant with the technical specification
- It allows lifesaving services a mechanism for concerns regarding manufacturer compliance to be raised with SLSA
- It will assist in understanding of technical specification

Supporting documents

SLSA Product Compliance Procedures located in the Members Portal Library under Lifesaving>Equipment>SLSA Policy 1.06 located in the Members Portal Library under Governance, Policies, Forms, SOPs> SLSA>Policy.

More information contact SLSA by phone (02) 9215-8000 or by email equipment@slsa.asn.au