



EXTRA ADVICE ON THE COMPLETION OF ADIPS FORMS (PART 1)

1 THE D.O.C FORM.

CONTROLLER : Defined in HSG 175 as :-

“ The person or organisation having the overall control including responsibility for the maintenance and safe use of an attraction on a fairground or amusement park. This may be the individual or a company owning the attraction or the concessionaire or lessee having been granted control of the attraction for a specific period.”

(For the purposes of this definition “attraction” means “kiddie ride” and “fairground or amusement park” means “anywhere a kiddie ride is operated”).

ASSN. MEMB. No: This is the membership No of the association to which the CONTROLLER belongs.

ASSN. ADDRESS : This is the address of the trade association to which the CONTROLLER belongs.

(If the controller is not a member of a trade association leave these boxes blank).

NAME OF THE DEVICE: The name given to the ride ie. “Danny Deer”

GENERIC NAME & DESCRIPTION : Describe ride type ie. “Two seater kiddie ride”

D.O.C No : A unique number or reference given by the examining body.

EXPIRY DATE NO LATER THAN : The date given here must be no later than 12 months from the date of engineers examination of the ride.

INSPECTION BODY’S REF No. : This may be the inspection body’s own reference no for their own identification purposes or their ADIPS registration No.

MACHINE No: A controller (or operator) may use their own identification mark or number on each ride, if so insert here.

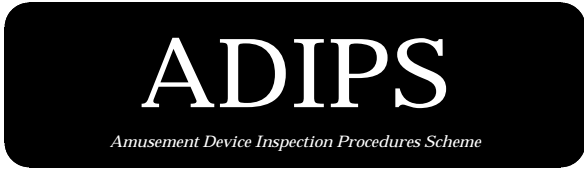
MANUFACTURER : Manufacturers name (if known)

MANUFACTURER’S SERIAL No : (if known)

DATE OF MANUFACTURE : (if known)

DATE OF IMPORTATION : (if known)

The D.O.C form should be signed by and dated by a person authorised to do so and taking full responsibility for the inspection body.



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EXTRA ADVICE ON THE COMPLETION OF ADIPS FORMS (PART 2)

REPORT OF INSPECTION:

The report of inspection should accompany the D.O.C form and be retained by the Controller . Both forms should be available for inspection by an recognised authority or the registration body. Such documents may be held in a central location (office) but must be available within 48 hours of a request. All the document must be kept for at least 10 year (computer records acceptable).

The report of inspection should be a summary of the engineer's report and reflect the date on that report.

AS ALWAYS CHILD SAFETY IS FOREMOST IF IN ANY DOUBT DO NOT ISSUE A D.O.C.