

REGULATION  
**On the safety of playground equipment and play areas and their supervision.**

CHAPTER 1  
**Objectives and scope, etc.**

Article 1

Objectives.

The objective of this Regulation is to promote the safety of children and others in play and interaction with playground equipment or play areas designed for this purpose by ensuring that playground equipment and play areas are designed, completed and maintained in a safe and approved manner.

Article 2

Scope.

The Regulation applies to the safety of play areas and playground equipment and other equipment used by children for play in designated play areas and their supervision, whether it is the case of temporary or permanent. The Regulation also applies to creative play areas.

The Regulation applies to equipment covered by Annexes I and IV.

The safety of play equipment intended for private use is governed by the provisions of the Regulation on the safety of toys and their marketing in the European Economic Area. The Housing and Construction Authority monitors that playground equipment on the market complies with established safety regulations.

Article 3

Definitions.

**A main inspection** is an inspection intended to confirm the safety of the equipment, its foundation and the environment.

**A risk assessment** is a systematic analysis and classification of risk factors where risk is evaluated in light of the likelihood of an accident occurring and the severity of the injury.

**Supervision inspection at the implementation stage** is an inspection carried out on the completion of a safety substrate, ensuring that it is completed in accordance with the manufacturer's instructions and taking into account the weather conditions where the substrate is installed. The inspection also ensures that the equipment's grounding devices are installed in accordance with the manufacturer's instructions.

**An ÍST EN standard** is a standard that is approved by the European standards organization (CEN, CENELEC or ETSI) and confirmed by the Icelandic Standards Council as an Icelandic standard.

**A playground** is an area, whether indoors or outdoors, designed for children to play, such as in or near kindergartens, schools, daycare centers, and open playgrounds. Also playgrounds of other parties where children have easy access to or which are intended for children, such as in or near apartment buildings with a common area, service areas of leisure centers, campsites, creative playgrounds, in commercial buildings, in restaurants, and assembly places.

**Play equipment** is a playing toy device for domestic use where the supporting structure is stationary during play and which is intended for a child to do the following: climb, jump, swing, slide, rock, turn, and crawl, or some combination of these activities.

**Playground equipment** is a purpose-made device or structure, including parts thereof, that children play in or on, both indoors and outdoors, and which is accessible to the public.

**A periodic inspection** is an inspection intended to identify obvious hazards that can be attributed to damage, use or weather, among other things.

**An operator** is an individual or legal entity responsible for the operation in question.

**An operations manual** is a manual that contains all information about the playground, playground equipment, other equipment covered by this regulation and safety surfaces and other equipment located on the playground, as well as installation, operation, changes, repairs, safety and the results of internal inspections, external audits and inspections by the Health Committee.

**An operations inspection** is an inspection that is more detailed than a periodic inspection and concerns the functionality and stability of the playground equipment, inspection of the safety surface and the safety of the playground and consists of practical inspection, maintenance and repairs.

**A post-accident inspection** is an inspection by an independent party following a serious accident to determine whether the accident can be attributed to playground equipment or safety surfaces.

**Surface materials** are the materials used on the surface of playgrounds, such as grass, gravel, sand, paving stones, asphalt, wooden platforms and the like. Also surface materials that have fall-absorbing properties, such as safety underlay, cf. ÍST EN 1177 and ÍST EN 1176-1.

#### Article 4

##### Inspection and operating permit.

The first general inspection, i.e. the initial inspection, shall be carried out after the installation of playground equipment and other equipment before a new playground is put into use. A general inspection shall also be carried out before a playground is put back into use after extensive changes, renovation and maintenance. Before a playground is put into use, a safety inspection by a building official shall also be carried out in accordance with the Building Regulations, if the project is subject to a building permit.

The operating permit and operating permit requirement for playgrounds shall be in accordance with the provisions of the Regulation on Hygiene.

#### Article 5

##### Liability.

The operator is responsible for ensuring that the playground and its playground equipment comply with the provisions of this regulation and shall inform its employees of the provisions of the regulation, internal controls and operating license requirements for its employees. On the websites of primary and preschool schools, the operator shall post information on safety issues on the relevant school grounds and shall also encourage guardians of children in preschool and primary schools to familiarize themselves

with safety issues on school and preschool grounds and provide information on where to submit suggestions on what can be improved. Owners of apartment buildings are responsible for the operation and supervision of playgrounds near their buildings. Playground equipment near buildings or on the grounds of apartment buildings must be reported to the relevant health committee. The operator is responsible for ensuring that internal supervision of playgrounds is effective, cf. Article 12. To ensure safety at all stages of construction, the operator is responsible for ensuring that the necessary cooperation at the design stage takes place and must engage a qualified contractor/developer for the project who follows the designer's directions and the instructions that come with the equipment for its installation and completion. The operator must also ensure that the contractor who is responsible for the installation and completion of playgrounds and playground equipment has the required qualifications, e.g. qualifications in the field of ornamental gardening where applicable, or appropriate qualifications.

The manufacturer is responsible for providing certification that playground equipment and safety surfaces meet the requirements set out in standards ÍST EN 1176 and ÍST EN 1177 and other standards relating to equipment and equipment covered by the regulation. The manufacturer is also responsible for providing instructions for the installation, completion and maintenance of equipment. If the seller is different from the manufacturer, he must provide certification and instructions, according to. 1. and 2.

#### Article 6

##### Operations Manual.

The operator shall maintain an operations manual for activities covered by this Regulation, in accordance with Annex V. The operations manual shall be accessible electronically to regulatory authorities and inspectors.

## CHAPTER II

### **General provisions on playgrounds.**

#### Article 7

##### Environment.

When completing playgrounds, access and surroundings, care shall be taken, in accordance with the provisions of the Building Regulations, to ensure that the safety and accessibility of users is as well ensured as possible.

Each playground shall be marked in a visible manner with, for example, the name, address and identification number of the area. Further provisions on the content of playground area markings shall be contained in the guidelines of the Environment Agency.

It is not permitted to locate playgrounds where it can be assumed that children may be at risk or inconvenience from the environment, such as from traffic, due to the risk of falling, collapsing or drowning.

Access to the area for pedestrians, cyclists and, where applicable, motorists shall be such that no unnecessary danger is created in and around the playground. Access for ambulances and other emergency vehicles, such as the fire brigade and police, shall be marked.

The use of motorized and electrically powered vehicles is prohibited on playgrounds except for what is necessary, such as for maintenance or replacement of equipment and facilities. Children must be prevented from running directly out of the playground into traffic.

Playgrounds must be well lit as appropriate.

Where there are fences and gates on playground plots, their finishing must be such that they do not pose a danger to children.

When constructing and maintaining playgrounds, the nature of the activity must be taken into account.

Creative playgrounds can be part of a traditional playground or stand on their own and must always be under the supervision and responsibility of the operator. In creative playgrounds and natural playgrounds, the materials must comply with the applicable standards ÍST EN 1176 and ÍST EN 1177, cf. Annex I.

#### Article 8 Cleanliness.

The operator of a playground must keep the playground tidy.

The instructions of the Icelandic Environment Agency shall be followed regarding the disposal, maintenance and replacement of sand in sandboxes.

In and around playgrounds, it shall be assumed that it is possible to dispose of litter and waste as appropriate.

The operator of a playground shall ensure that litter is removed regularly, cf. the provisions of the Regulation on Waste Management. Hazardous litter must be removed at all times, such as tobacco, syringe needles and glass.

### CHAPTER III

#### **Safety.**

##### Article 9

##### Safety of playgrounds.

When disposing of playground equipment on sites and other equipment connected to them, care shall be taken, in accordance with the provisions of the Building Regulations, to ensure that the safety and accessibility of users are as well ensured as possible. Playground equipment shall be designed, located and disposed of in such a way that there is no risk of accidents when used.

To ensure the safety of children on playgrounds, the design and construction of playgrounds shall comply with the provisions of Annex II.

Playground equipment may not be installed in playgrounds that are accessible to the public.

##### Article 10

##### Safety of playground equipment.

Those who import, manufacture, market, rent or distribute playground equipment in Iceland or intend to export it to other countries in the European Economic Area must be able to demonstrate that the equipment in question meets the requirements set out in the standards for playground equipment and their substrates, ÍST EN 1176 together with ÍST EN 1177, which are listed in Annex I. This must be done at

least by means of a manufacturer's declaration, together with a test result stating technical information about individual playground equipment processed by the entity with expertise in the aforementioned standards.

Playground equipment placed on the market must be accompanied by instructions for the installation and maintenance of the equipment as well as information about the standards on which the production is based. Drawings of the completed equipment must also be included, information about the necessary tools and other aids for installing the equipment.

Information about the recommended use and for which age groups the equipment is intended must be included with the playground equipment. If the device is intended for indoor use only, this must be stated separately with appropriate markings.

Playground equipment placed on the market in Iceland must be marked with the manufacturer's name, trademark or other identifying mark. In the case of foreign production, the name of the importer must appear on the playground equipment.

All information concerning the correct assembly, installation, maintenance and use of the playground equipment must be included in Icelandic.

#### Article 11

##### Design of playground equipment.

The design, manufacture, finishing and maintenance of playground equipment and its safety surface must be such that there is the lowest possible risk of children being injured by playing on the equipment when it is used as intended or as can be expected from its use. The safety surface must be in accordance with ÍST EN 1177. Consideration shall be given to the weather conditions at each location, and the Environment Agency shall set guidelines where, among other things, must specify which actions/measures should be taken in different weather conditions, such as temporary closure of areas or control of use.

Where appropriate, playground equipment shall be clearly marked with the age of children for whom it is intended. The Environment Agency shall have information on standard markings pursuant to Article 1 on its website.

Goals, basketball boards, playpens and similar equipment shall be securely fastened. In other respects, the standards listed in Annex IV shall be followed.

#### Article 12

##### Accidents.

Registration of accidents must be done electronically in accordance with the electronic accident registration form. Accidents in preschools shall be recorded in accordance with the handbook on the welfare and safety of children in preschools, cf. the regulation on the working environment of preschools. Accidents in compulsory schools shall be recorded in accordance with the handbook on the welfare and safety of children in compulsory schools, cf. the regulation on the design and equipment of compulsory school buildings and school grounds.

Heads of primary and nursery schools and operators of open play areas shall report serious accidents, as well as accidents that can be attributed to playground equipment, equipment or a playground, to the health inspection.

#### CHAPTER IV

#### **Supervision of playground equipment and playgrounds.**

##### Article 13

##### Supervision.

Supervision of playground equipment and playgrounds shall be in accordance with the requirements of the standard series ÍST EN 1176 together with ÍST EN 1177 listed in Annex I. When reissuing standards, it is permitted to use the version that is no longer valid for twelve months after the entry into force of the newer one. Supervision of other equipment covered by this regulation shall be in accordance with the standards listed in Annex IV.

The Housing and Construction Authority supervises that playground equipment on the market complies with the established safety rules, i.e. the marketing of new playground equipment. Procedure and legal resources are governed by the provisions of Act No. 134/1995 on Product Safety and Official Market Surveillance, as applicable.

Health Committees supervise compliance with the provisions of this regulation regarding playground equipment in use and playground safety. The frequency of these inspections depends on the assessment of the inspection body, and such assessment shall take into account the extent and internal control of the playground in question.

The operator is responsible for ensuring that internal inspections of playgrounds and playground equipment are effective.

The Health Representative shall have access to the operating manual, i.e. all recorded and documented material relevant to the monitoring, such as the recording of internal inspections. The inspector shall send information about the main inspection to the relevant Health Committee. The Board of Health Committee assesses the frequency between main inspections, cf. the provisions of Article 14.

##### Article 14.

##### Internal control.

The internal inspection shall be carried out according to the checklists and the provisions of ÍST EN 1176 and ÍST EN 1177 in terms of playground equipment and surfaces. With regard to other devices covered by this regulation, the provisions of the standards listed in Annex IV shall be complied with. Internal controls shall be included in the operating manual, cf. the provisions of Article 6. It shall also be specified what corrective measures shall be taken when deviations from the provisions of the Regulation occur and when the corrective measures were completed.

Internal controls are divided into regular overview inspections, operational inspections and general inspections, cf. the provisions of Annex III. The operator is responsible for internal inspections and that a control inspection at the implementation stage is carried out. A designated responsible person shall be responsible for each control element of internal inspections and shall notify the operator of any deviations and indicate necessary improvements. The operator shall make the necessary improvements or remove the

relevant device from use.

The main inspection shall be carried out in accordance with the instructions of the manufacturer of playground equipment by an independent party that has been accredited according to the requirements of ÍST ISO/IEC 17020. The Environmental Protection Agency shall maintain a list of those who are accredited for the main inspection.

After the first main inspection, i.e. the initial inspection, a main inspection shall be carried out annually if deviations with a significant or maximum risk are identified during the main inspection or if an operational inspection has not been carried out. The Health Committee assesses the seriousness of the deviations and whether they need to be followed up. If the main inspection does not reveal serious deviations or the operator has responded to the deviations and made improvements and an operational inspection has been carried out, the Health Committee is authorized to determine a longer frequency between main inspections, but not less often than every three years. The Committee shall evaluate the frequency based on the results of the main inspection, the results of the operational inspections and the risk.

Before February 1st. of each year, the operator must send the relevant Health Committee information about the results of the previous year's operational inspections. Furthermore, the operator must publish the results on its website.

In the event of a serious accident, the playground device, its substrate, the equipment and/or the area where the accident occurred shall be taken out of use without delay and an inspection shall be carried out in accordance with the provisions of the standard ÍST EN 1176 together with ÍST EN 1177 listed in Annex I, in order to enable the equipment or part thereof or the safety substrate around it to be repaired. The same applies to other equipment covered by this Regulation and shall comply with the provisions of the standards listed in Annex IV. If it is not possible to make improvements so that the device and the safety substrate become safe, the device must be permanently removed from use. The operator shall formally notify the manufacturer/importer of the accident.

## CHAPTER V

### **Miscellaneous provisions.**

#### Article 15

#### Exemptions.

Operators of playgrounds that have special cultural and historical value may apply to the Environment Agency for an exemption from the individual provisions of Articles 4, 5, 6, 9, 10, 11, 13 and 14 that apply to the playground and playground equipment, provided that the playground in question is special, is 50 years old or older and has from the beginning been and still is part of the special status of a municipality. An application for an exemption must be accompanied by a justification for the special status of the area, a historical summary, a justification for the exemption and a statement of what is being done to ensure safety in the area.

The Environment Agency shall seek the opinion of the relevant Health Committee before granting an exemption. The exemption shall be delimited in such a way as to ensure the best possible safety of children and others in playing and interacting with playground equipment and playgrounds. The health committee shall take the granted exemption into account when issuing an operating permit and,

depending on the circumstances, include specific requirements to ensure safety. The condition for an exemption is that there is a clear and visible sign in the area that the playground and equipment do not fully comply with the Regulation on the Safety of Playground Equipment and Playgrounds.

#### Article 16

Authority, sanctions and coercive measures.

Authority, sanctions and coercive measures are governed by the provisions of Act No. 7/1998 on Hygiene and Pollution Prevention.

#### Article 16

Legal basis, entry into force, etc.

This Regulation is issued in accordance with the provisions of Article 4 of Act No. 7/1998, on Hygiene and Pollution Prevention and Act No. 134/1995 on Product Safety and Official Market surveillance after consultation with the Minister of Infrastructure. In addition, the regulation is established after consultation with the Icelandic Association of Local Authorities with regard to the obligations of municipalities, cf. the provisions of the 3rd paragraph of Article 9 of Act No. 7/1998. The regulation enters into force immediately. From the same date, Regulation No. 942/2002 on the safety of playground equipment and playground areas and their supervision shall be repealed.

#### ANNEX I

##### **Standards for playground equipment and their substratum.**

The following are part of the ÍST EN 1176 series of standards with the addition of ÍST EN 1177.

- ÍST EN 1176-1: Playground equipment and surfacing - Part 1: General safety requirements and test methods. (Playground equipment and surfacing - Part 1: General safety requirements and test methods).
- ISTN EN 1176-2: Playground equipment and surfacing - Part 2: Additional specific safety requirements and test methods for swings. (Playground equipment and surfacing - Part 2: Additional specific safety requirements and test methods for swings).
- ISTN EN 1176-3: Playground equipment and surfacing - Part 3: Additional specific safety requirements and test methods for slides. (Playground equipment and surfacing - Part 3: Additional specific safety requirements and test methods for slides).
- ISTN EN 1176-4: Playground equipment and surfacing - Part 4: Additional specific safety requirements and test methods for cableways. (Playground equipment and surfacing - Part 4: Additional specific safety requirements and test methods for cableways).
- ISTN EN 1176-5: Playground equipment and surfacing - Part 5: Carousels, specific safety requirements and test methods. (Playground equipment and surfacing - Part 5: Additional specific safety requirements and test methods for carousels).
- IST EN 1176-6: Playground equipment and surfacing - Part 6: Additional specific safety requirements and test methods for rocking horses equipment. (Playground equipment and surfacing - Part 6: Additional specific safety requirements and test methods for rocking equipment).
- IST EN 1176-7: Playground equipment and surfacing - Part 7: Guidance on installation, inspection, maintenance and operation. (Playground equipment and surfacing - Part 7: Guidance on installation, inspection, maintenance and operation).



- ÍST EN 1176-10: Playground equipment and surfaces – Part 10. Enclosed playground equipment, specific safety requirements and test methods. (Playground equipment and surfacing - Part 10: Additional specific safety requirements and test methods for fully enclosed play equipment).
- IST EN 1176-11: Playground equipment and surfacing - Part 11: Climbing nets, specific requirements and tests. (Playground equipment and surfaces – Part 11). (Additional specific safety requirements and test methods for spatial networks)
- ÍST EN 1177: Impact attenuating playground surfacing - Methods of test for determination of impact attenuation. EN 1177 (Impact attenuating playground surfacing - Methods of test for determination of impact attenuation).

## ANNEX II

### **Safety of playgrounds.**

The following applies to the safety of playgrounds:

- Playgrounds shall be designed and constructed in such a way as to minimise the risk of children being injured in the area.
- If natural objects are used as playground equipment or as part of it, the same requirements apply to them as other playground equipment, as applicable.
- Surface materials for playgrounds shall be selected with regard to slip and fall resistance, and appropriate separation shall be provided between different surface materials.
- Playgrounds shall be designed with water gradient slope, be well drained and care shall be taken to ensure that water does not accumulate in a way that poses a hazard.
- The fence around the playground of a kindergarten shall not be lower than 120 cm. Where there is heavy snow, fences should be higher and the Health Committee should be consulted about the height.
- Fence posts, lamp posts and gates made of iron, e.g. galvanized, must be painted to a height of 1.5 m so that there is no risk that children can get their tongues or fingers stuck to them in frost. Lamp posts should be positioned so that there is as little risk of children bumping into them while playing.
- Care must be taken to ensure that playgrounds are free from poisonous vegetation.
- The Environment Agency publishes a list of hazardous vegetation.
- If part of the playground is a natural area, it shall be inspected and prepared in such a way that there is the least possible risk of children being injured in the area.
- In areas intended for water play, care must be taken in the design, construction and operation to ensure that no danger is created.
- When designing a sledding slope, the aim should be that the flow down is unobstructed and without dangerous obstacles. The design shall aim for the flow surface to have a settling surface at the top, a suitable slope and a braking surface at the bottom. Where necessary, padded stopping barriers shall be installed.
- Bicycle paths in playgrounds should be located so that they do not encroach on the minimum clearance for playground equipment. They should be at least 120 cm wide, have a suitable slope and should have obstacles along the sides where there is a risk of falling. The minimum space is the space needed around the device to ensure safe use.
- The same requirements apply to the design of sandboxes as to other playground equipment.

- Retaining walls, tool sheds and other structures in playgrounds shall be subject to the same requirements as playground equipment, as applicable.
- Chemical products or objects that can cause health damage due to radiation, ingestion, inhalation or absorption through the skin are prohibited from using in playgrounds. The choice of materials shall comply with the provisions of the Act on Toxic Substances and Hazardous Substances and regulations issued pursuant thereto. Other uses of chemicals and chemical products shall be in accordance with the provisions of the standard ÍST EN 71 on the safety of toys.
- Environmental safety shall be in accordance with the provisions of the standard ÍST CEN/TR 16879.
- The safety of open play areas shall be in accordance with the provisions of the standard ÍST CEN/TR 16467.
- Natural materials used in creative play in organised playgrounds, such as in primary and nursery schools, shall be disposed of safely at the end of each working day.
- Particular attention shall be paid to the safety of children aged 0-3 years in organised playgrounds by positioning them on the site and ensuring that it is not close to areas that offer active play for older children.

### ANNEX III

#### **Internal control.**

Internal control is divided into regular overview inspections, operational inspections and main inspections:

1. Regular inspections must be carried out depending on the use and strain of the playground, e.g. daily on playground and primary school grounds during their operating hours. The operator assesses the need for and importance of regular inspections of open playgrounds. The purpose of regular inspections is to immediately identify hazards that may arise from vandalism, use, wear and tear or erosion. Examples of this are hazardous debris, such as broken glass, syringes and tobacco, damaged playground equipment, loose attachments of playground equipment and marks, worn moving parts, tiles, exposed nails and screws and unprotected foundations. Regular inspections also include sweeping gravel, sand and other loose material from sidewalks and surfaces as needed. During the regular inspection, damaged playground equipment shall be removed and appropriate measures taken to remove faulty equipment from use.
2. An operational inspection is an inspection carried out by the operator and consists of a practical inspection, maintenance and repairs and shall be carried out two to four times a year depending on use and strain. The inspection is intended to ensure that playground equipment functions as intended, its stability and fastenings are secure, to check worn surfaces, to repair equipment and to carry out necessary maintenance, such as painting, replacing worn surfaces, fastening equipment and repairing and cleaning the substrate. This is done in accordance with both the manufacturer's instructions and recommendations from the regular overview inspection.
3. A general inspection is a condition inspection intended to conduct a comprehensive assessment of the safety of playground equipment, surface materials, including surface materials for fall protection, and the foundation under the playground equipment (stability test), for example due to the effects of weathering such as rust and decay on the playground equipment and on the surface material. Also any changes that

may affect the safety of the playground equipment. These include the effects of repairs or the installation of new parts and the installation of new equipment in playgrounds. The standard states that the main inspection should be carried out by a competent, independent party in accordance with the manufacturers' instructions. The competence of the party depends on the nature of the project. The first main inspection is an inspection after the installation of playground equipment and the finishing of the substrate. The goal of this inspection is to ensure that all playground equipment and safety substrate have been installed correctly or according to the manufacturer's instructions.

#### ANNEX IV **Other standards.**

A. The following are the standards for soccer, handball and hockey goals, basketball backboards, inflatable inflatable bouncing pillows and climbing walls:

1. ÍST EN 748: (Playing field equipment - Football goals - Functional and safety requirements, test methods).
2. ÍST EN 749: (Playing field equipment - Handball goals - Functional and safety requirements, test methods).
3. ÍST EN 750: (Playing field equipment - Hockey goals - Functional and safety requirements, test methods).
4. ÍST EN 1270: (Playing field equipment - Basketball equipment - Functional and safety requirements, test methods).
5. ÍST EN 14960 – 1: (Inflatable play equipment - Part 1: Safety requirements and test methods).
6. ÍST EN 14960 – 2: (Inflatable play equipment - Part 2: Additional safety requirements for inflatable bouncing pillows intended for permanent installation).
7. ÍST EN 12572-1: (Artificial climbing structures - Part 1: Safety requirements and test methods for ACS with protection points).
8. ÍST EN 12572-2: (Artificial climbing structures - Part 2: Safety requirements and test methods for bouldering walls).
9. ÍST EN 12572-3: (Artificial climbing structures - Part 3: Safety requirements and test methods for climbing holds).

B. The following are standards for water playground equipment, i.a. water slides:

- ÍST EN 17232: (Water play equipment and features - Safety requirements, test methods and operational requirements).
- ÍST EN 17164: (Climbing/bouldering walls for use in the water area of swimming pools of public use – Safety and operational requirements).
- ÍST EN 1069 -1: (Water slides - Part 1: Safety requirements and test methods).
- ÍST EN 1069 -2: (Water slides - Part 2: Instructions).

C. Standard for free access multi-sports equipment.

ÍST EN 15312+A1 Free access multi-sports equipment - Requirements, including safety and test methods.

D. The following are various other standards covering playground equipment and playgrounds:

- ÍST ISO/IEC 17020: Conformity assessment – General criteria for the operation of various types of organizations carrying out inspections. (Conformity assessment — Requirements for the operation of various types of bodies performing inspection).
- ÍST CEN/TR 17207: (Playground and recreational areas - Framework for the competence of playground inspectors).
- ÍST CEN/TR 16879: (Siting of Playground and other recreational facilities. Advice on methods for positioning and separation).
- ÍST CEN/TR 16467: (Playground equipment accessible for all children).

## ANNEX V

### Operations manual.

**A. The following shall be recorded in an accessible manner in the operations manual:**

- Collaboration at the design stage, including: drawings of the site and location of playground equipment and their safety zones, communication between the operator and the designer and contractor.
- Installation and completion of equipment.
- Address and identification number of the area.
- Identification marking of individual devices and equipment.
- Overview of the area and a positional view of the playground, playground equipment, structures, traffic access and other relevant information regarding the area.
- Number and types of playground equipment and other equipment located on the site, along with safety underlay.
- Confirmation of certification of each device and safety substrate that they meet applicable standards.
- Changes to the original design of equipment, maintenance and monitoring in accordance with changes.
- General maintenance and repairs.
- Who manufactured the device and who the dealer is if different from the manufacturer.
- Overview of all inspections and audits, how and when the operator has carried out corrections of deviations.
- Accidents, responses to them and how and where to report accidents, including to Health inspectors.

**B. The following documents shall be accessible in the operations manual:**

- A copy of the procedures for the installation and completion of devices, cf. item 2 above.
- Manufacturer's instructions for the proper installation and dismantling of each piece of equipment as well as its maintenance and amended instructions, cf. point 8 above.
- Manufacturer's certification that the changes comply with applicable standards and that the instructions for maintenance and inspection shall be updated in accordance with the changes, cf. point 8 above.
- Checklist for all planned inspections for which requirements are made.

- Operating permit.
- An accident registration form and list of accidents.

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