



Gear Inspection Guidelines 2026-27

Version Control	
Season	Reviewed By & Date
2015-2016	Original issue 27/7/2015
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2016-2017	LSEC August 2016
2017-2018	M.Spooner LSM August 2017
2018-2019	M.Spooner LSM August 2018
2019-2020	J.Towns LSM August 2019
2020-2021	S.Muir LSM August 2020
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2022-2023	M Bonnici LSM August 2022
2023-2024	M Bonnici LSM August 2023
2024-2025	N Cooney LSM July 2024
2025-2026	N Cooney LSM June 2025
2026-27	A Scott LSM July 2026

Attention: Club Presidents, Club Captains, Directors of Lifesaving/Club Captains, Secretaries, Directors of Education/Chief Training Officers, Support Operations, Branch Committee members, Support staff.

Date: July 2026

Contact: Alexandra Scott, Lifesaving Manager lifesavingmanager@sls.sydney

Summary	This guide aims to outline the requirements, processes of the 2026/27 Gear and Equipment Inspection in Sydney Branch. This document is to be read in conjunction with Circular 3959 issued by SLSNSW. These guidelines are designed for Clubs and Support Services to assist with the efficient and effective inspection and assessment of all surf lifesaving equipment.
Action	Clubs are required to prepare gear to be inspected for compliance on 12 September 2026.

Items to be inspected by Sydney Branch Gear Inspection Team

- IRBs (be sure to review the checklist for IRBs for ALL items that will be inspected)
- IRB Motors
- Fuel cells
- Defibrillators (not including training defibrillators)
- Oxygen and ART kits
- Suction kits
- Severe bleed/trauma kits/Shark Bag/Major Haemorrhage kit
- Supplementary patrol equipment:
 - Red and yellow feathered patrol flags (where applicable)
 - Black and white quartered flags/Signal flags
 - Binoculars
 - Fins (a minimum of two pairs)
 - Loud Hailer
 - Emergency evacuation flag
 - Spinal boards
 - IRB safety signs
- Radios (for inspection by GenCom during reprogramming)

ALL OTHER ITEMS TO BE INSPECTED BY CLUB ENDORSED GEAR AUDITORS

Lifesaving Area Coordinators will perform spot checks on all gear throughout the Patrol season as part of regular Patrol audits.

Important notes:

As per SLSNSW Standard Operating Procedures [PSS3.6](#) **ALL** frontline lifesaving equipment must be annually inspected prior to the commencement of each patrolling season to ensure:

- Gear & equipment is operationally fit to use for Surf Life Saving purposes and is not damaged or faulty
- Clubs and services meet the minimum patrol equipment requirements as outlined in the SLSNSW SOPs
- Gear & equipment repairs, maintenance and upgrade requirements are identified
- New gear & equipment SOPs, specifications and policy update requirements have been implemented
- Correct and current information is updated on SurfGuard
- All gear & equipment is SLA endorsed

All equipment that is to be inspected **MUST** be entered into SurfGuard, this includes all Junior activities rescue equipment (Tubes, Boards and other).

Equipment will be assessed as outlined in this document, circular 3959 issued by SLSNSW and based on the criteria specified in the SLS Operations App (for each piece of gear). These lists can also be found in SurfGuard.

Prior to Gear Inspection Day

Clubs will have advised lperrin@sls.sydney of their nominated Club Endorsed Gear and Equipment Auditors in order to grant them access to the Operations App module by **COB 3 August 2026**.

Clubs to ensure SurfGuard Gear & Equipment is updated ready for inspection by **COB Friday 28 August 2026**

Key Dates

Task	Date
Advise Branch of Club endorsed gear & equipment auditors	Monday 3 August 2026 E: lperrin@sls.sydney
Clubs update Gear & Equipment on SurfGuard/Operations App	Friday COB 28 August 2026
Gear Inspection date	Saturday 12 September 2026
Clubs to have completed the Annual Gear Inspection process and SurfGuard updated to reflect completed	SLSNSW Annual Compliance Circular states 11 September 2026. We Suggest clubs ensure all club inspected items are actioned in SurfGuard by the due date and then other items actioned after Branch Gear Inspection date of 12/9/26

What needs to be completed before the gear inspection day?

STEP 1: Clubs conduct pre-inspections on all gear and equipment

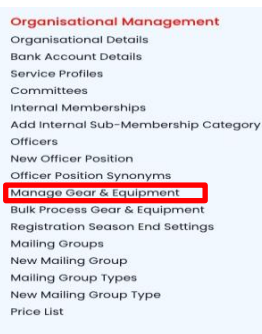
Clubs should conduct pre-inspections on all gear & equipment to ensure that any maintenance or repairs can be conducted prior to the inspection date.

NOTE:

- **Defibrillators** should be serviced at least every two years or as per manufacturer guidelines. For example, Philips recommends **professional inspection every 2–5 years**, depending on use and environment. Servicing may include:
 - **Internal diagnostics**
 - **Firmware updates**
 - **Shock delivery testing**
 - **Inspection of charging circuits and ECG performance**
- **Oxygen regulators** should be serviced annually (does not include INHALO bottles)
- **Radios** should be serviced at least every two years (this ensures the longevity of the radio as well as firmware upgrades)

STEP 2: Clubs update gear & equipment information in SurfGuard

Clubs are required to update all gear and equipment information in SurfGuard prior to the designated Branch inspection date to ensure checklists are accurate for inspections. This includes updating conditions of all equipment, deleting sold or discarded equipment and the addition of any new equipment.



To do this please go to the “Manage Gear & Equipment” SurfGuard page:
Menu -> Organisational Management ->
Manage Gear & Equipment

All names assigned to gear & equipment in SurfGuard should match the name displayed on the item for clear identification on inspection day

As per the SurfGuard “Manage Gear and Equipment” page and the [SLSNSW SOP’s \(PSS3.3\)](#) the minimum equipment that must be updated in SurfGuard include:

Lifesaving equipment must be complete, functional, available for immediate use (rescue ready) and in position at the scheduled patrol start time. It must remain rescue ready for the duration of the operational hours. The following gear & equipment items shall be deployed/available at a minimum for a Full Patrol.

Primary Patrolling Equipment
Pair of RED and YELLOW Feathered Patrol Flags (base frames optional)
Pair of BLACK and WHITE Quartered Flags (surf craft prohibited signage attached)
Inflatable Rescue Boat (IRB), including 25HP Outboard Motor, Fuel Bladder and accessories
2x Level 50 SLSA approved Lifejackets (PFD)
4 x Handheld Radios in waterproof bags (1 of which must be set to Channel 3 to monitor SurfCom by the Patrol Captain and/or Patrol Vice- Captain, the other 3 must be set to Channel 2, Patrol)
1 x Side-by-Side (SSV) or alternative Vehicle (where applicable)
1 x Patrol Shelter or Tent (including sufficient anchors/tie-downs)
1 x Pair of Binoculars
2 x Rescue Boards
3 x Rescue Tubes
1 x Defibrillator (AED)
1 x Oxygen Resuscitator Kit
1 x First Aid Kit (including Sharps Disposal Bin/Container)
1 x Spinal Board
1 x Whistle per patroller (recommended)
2 x Pair Swim Fins
1 x Loud Hailer/PA System
1 x Emergency Evacuation Alarm (loud hailer applicable)
2 x Signal Flags (orange with blue stripe)
1 x Emergency Evacuation Flag (red and white quartered)
2 x First Aid Bum Bag
Access to Sunscreen (min. SPF 30+)
Primary Patrolling Signage
2 x “Rescue Craft Access Area” mobile signs (IRB/RWC operating zone)
2 x “Swimming Not Advised” mobile signs
2 x “Beach closed” mobile signs
2 x “Blue Bottle” mobile signs
1 x “Dangerous Conditions (Beach Closed)” mobile sign
Primary Patrolling Resources

SLSNSW Public Safety Standard Operating Procedures (access online version is suitable)
Patrol Operations Manual (electronic copy suitable)
Patrol Log (Operations App) or Patrol Log Book
Incident Logs (Operations App) or Incident Log Book
IRB Log (Operations App) or IRB Log Book
Optional Patrolling Equipment
Patrol Information Board

STEP 3: Inform Branch office gear & equipment has been updated in Operations App/SurfGuard

Clubs must inform Surf Life Saving Sydney when all gear & equipment information has been updated on SurfGuard **prior** to the Branch inspection. Check key dates at the beginning of this document for the deadline.

ITEMS NOT UPDATED IN SurfGuard AND/OR THE APP WILL NOT BE INSPECTED AND WILL REQUIRE RE-INSPECTION – IT IS THE CLUB'S RESPONSIBILITY TO ENSURE ITEMS ARE ENTERED BEFORE THE DEADLINE

STEP 4: Advise Branch office of Club based Gear Auditors

Access will need to be assigned for the Gear section of the Operations app to each Club's Club Captain and nominated endorsed Gear Auditors to perform gear inspection. This will be sent as a SurfGuard Award. Clubs will need to submit a list of endorsed gear auditors they wish to have access to modify and update the gear and equipment, all other users will have read only access.

Clubs should limit access to members who are actively reviewing and checking off their gear

Please send your list of endorsed auditors and gear stewards to lperrin@sls.sydney including full name and SurfGuard Member ID. Check key dates at the beginning of this document for the deadline. As indicated above, the due date for this is Monday 3 August 2026.

Gear Inspection Day – Saturday 12 September 2026

Items to be inspected

Surf Life Saving Sydney will only be inspecting:

- **IRBs (be sure to review the checklist for IRBs for ALL items that will be inspected)**
- **IRB Motors**
- **Fuel cells**
- **Defibrillators (not including training defibrillators)**
- **Oxygen and ART kits**
- **Suction kits**
- **Severe bleed/trauma kits/Shark Bag/Major Haemorrhage kit**
- **Supplementary patrol equipment:**
 - **Red and yellow feathered patrol flags (where applicable)**
 - **Black and white quartered flags/Signal flags**
 - **Binoculars**
 - **Fins (a minimum of two pairs)**
 - **Loud Hailer**
 - **Emergency evacuation flag**
 - **Spinal Boards**
 - **IRB safety signs**
- **Radios (for inspection by GenCom during reprogramming)**

Check lists for all the above items can be found below in the Branch inspected items checklists.

All other equipment inspections can be undertaken prior to the day by the Club endorsed Gear Auditors and must be completed by the SLSNSW due date as per the Compliance Circular.

Order of Inspection

The gear inspection team will be split into two teams, one team taking the southern clubs (Sutherland and the RNP) and the other team taking the northern clubs (Randwick and Waverley).

- We anticipate starting approximately 8am
- Northern Clubs order starting at South Maroubra SLSC then heading north.
- Southern Clubs order starting at Wanda SLSC then heading south

The Lifesaving Manager will update Clubs via the Club Captain WhatsApp group our progress and forecast arrival time.

Alternative locations for the inspection (other than at the Club) must be notified to the Branch as soon as possible.

On Inspection Day Club gear must be out and ready to be inspected upon arrival

After gear inspection day

STEP 1: Branch facilitated re-inspections

Gear or equipment that does not pass the initial inspection process may be repaired or discarded by Clubs as necessary. The items can be presented for re-inspection at a secondary inspection date arranged with the Branch via your Area Lifesaving Coordinator. If any item fails the re-inspect, it must be tagged and discarded.

STEP 2: Update gear & equipment inspection information on SurfGuard (if not using the App)

When the inspection process is complete, all successfully passed gear & equipment item details must be updated in SurfGuard ensuring, at minimum, the following detail is updated:

- Current Gear Inspection Date
- Equipment Condition
- Successfully Completed Gear Inspection

This applies to all of the previously mentioned minimum equipment quantity items in SurfGuard. This action can be completed in the “Bulk Process Gear & Equipment” SurfGuard page.

The gear inspection process and checklists

Equipment Grading

All frontline patrol gear & equipment will be inspected and graded by Auditors in accordance with SLSA and SLSNSW Standard Operating Procedures, Policies and Specifications.

The items are categorised as **Discard**, **Pass** or **Re-Inspect** using SurfGuard conditional grading terminology from SLSA. One of these grading terms must be associated to each item when updating gear & equipment item details in SurfGuard or the Operations App.

Discard	Re-inspect	Pass
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The equipment condition grading definitions of each term are as follows:

Term	Category	Definition
P = Pass	PASS	Suitable to use for patrol activities (no repairs required)
R = Re-Inspect	FAIL	Item requires repairs but may be passed upon re-inspection. Where re-inspection is required, isolate item from service until the item has passed a re-inspection.
D = Discard	FAIL	Item is beyond repair (isolate and discard item)

Defective Equipment Tags

Since the 2019/20 season, inspection stickers were no longer used or required for equipment that has successfully passed Gear and Equipment Inspection. However, **Re-Inspect** and **Discard** items, will require a **Defective Equipment Tag** as illustrated here and must be immediately removed from service until the item has been repaired or discarded.

All tags must be:

- Applied in a visible position so the equipment can be easily identified as defective
- Marked with the Inspectors signature and reason for defect
- Please note that **Defective Equipment Tags** used in previous years are still accepted.



Clubs are to contact Branch Office if you need more defect tags

Checklists

The check lists provided below are exactly as per the Operations App gear inspection list. Lists have been provided for **Branch Auditor inspected items only**. It is the club's responsibility to review all checklist items for Club inspected gear and equipment.

Radio maintenance and checklist (Inspected by GenCom during programming)

Clubs are to ensure any radios not performing to normal standards are sent for maintenance prior to the commencement of the new season. All radios will be closely examined during gear inspection and those deemed inoperable will need to be sent to a service agent. In order to comply with manufacturer's directions Club radios must undergo a programmed maintenance every two (2) years to maintain warranty.

Refer to the [SLSNSW Radio Maintenance and Programming Circular 3899](#). Any further queries please contact the Branch.

NOTE: For the 2026/27 Season ALL Sydney Branch radios MUST be re-programmed. This re-programming is free of charge paid by SLSNSW (this does not include postage, servicing or firmware updates). Sydney Branch is waiting for updated advice from SLSNSW on the radio programming schedule, but plans to have radios inspected while they are reprogrammed

Radio inspection checklist

- ☐ Channels Labelled
- ☐ No Sand/Corrosion
- ☐ Aerial
- ☐ Battery Condition
- ☐ Waterproof Pouch
- ☐ Radio Works
- ☐ Radio Numbered

IRBs, fuel cells and motors

Motors and hull inspected at the 2026 IRB Australian Championships need to be sighted but will not be fully inspected if they have passed scrutineering. They must bear the correct marking of having passed 2026 Scrutineering. Fuel cells will be checked as per checklist item in the "IRBs" list.

IRBs

- ☐ IRB Code of Conduct (on Notice Board)
- ☐ Floorboard Out (Class 1 & Class 3) Y / N
- ☐ Buoyancy Tube Wear to Underside
- ☐ Buoyancy Tube Wear at Floorboard Junction
- ☐ Reflective Tape
- ☐ Spray Dodger
- ☐ Bow Rope + Handles
- ☐ Bow Rope D Fitting
- ☐ Buoyancy Tube Ropes & Eyelets
- ☐ Re-right Handles Rope + Pouch (Length 1400mm - does not foul prop)
- ☐ Carry Handles
- ☐ Driver's Boarding Handle
- ☐ Crewperson's Boarding Handle
- ☐ Fuel Line Loops
- ☐ Inflation Valves
- ☐ Transom Plate Wear
- ☐ Transom Lip (5mm Square)
- ☐ Motor Safety Cable (1/boat)
- ☐ Eye Bolts
- ☐ Bungs (if applicable)
- ☐ Knife & Sheath (square tip for use as a screwdriver)
- ☐ Paddles: Stowage, Condition + Correct Size (1 set/boat)
- ☐ 15m Tow Rope: Stowage, Splice, Clip + Float (each end)

- ☐ Approved Rescue Tube: Stowage
- ☐ Whistle
- ☐ Fuel Cell (no leaks, no sharps)
- ☐ Floorboards (not worn, no holes/sharps)
- ☐ Floorboard hinge condition (if applicable)
- ☐ Fuel Cell's Fixings
- ☐ Foot Straps (1xdriver, 1xcrew)
- ☐ Pressure Gauge (1/boat type)

NOTE: this list includes items required for a rescue ready IRB such as 1 x fuel cell per hull, whistles, knife, rescue tube and so on. Review the list carefully.

IRB Motors

- ☐ Motor seals are intact
- ☐ No obvious motor modifications
- ☐ Restrictor device in place
- ☐ Rust/Corrosion Free
- ☐ Tilt-Lock Removed or Disabled
- ☐ Mechanism to prevent motor from starting in gear removed (not required for ETEC models)
- ☐ Condition of hoses and wiring
- ☐ Loose or Missing Bolts
- ☐ Fuel Filter Clean
- ☐ Choke/Primer Functions
- ☐ Smooth/Full Throttle Action (in gear engine not running)
- ☐ Motor Cover and Clip
- ☐ Propeller Blades (4 blade only)
- ☐ Propeller Guard (is securely fixed)
- ☐ Clamp Threads and Handles
- ☐ Clamp Brackets
- ☐ Tilt Bracket and Fixings
- ☐ Swivel Brackets and Fixings
- ☐ Starter Cord and Recoil
- ☐ Motor Actually Runs and Idles
- ☐ Gear Shift (F, R, N)
- ☐ Gear Lever
- ☐ Stop Button/s
- ☐ No Major Defects
- ☐ Motor Numbered
- ☐ Throttle recoil fitted

Defibrillators

Defibrillators are a key lifesaving piece of equipment and should be serviced yearly. When it comes to pads and other items which have expiry dates – they must be in date on the day of inspection. It is the club's responsibility to ensure these items are replaced once the expiry date passes. These items will be randomly inspected by your Lifesaving Area Coordinator.

Checklist

- ☐ Buttons Labelled
- ☐ No Sand/Corrosion
- ☐ Pads (in date and sealed)
- ☐ Battery Condition
- ☐ Carry Case
- ☐ Spare Pads
- ☐ Medical Shears
- ☐ Resus Mask
- ☐ Razor
- ☐ Volume OK
- ☐ Non alcohol gauze wipes
- ☐ Gloves
- ☐ Disposable Towels (optional)
- ☐ Spare Battery (optional)
- ☐ Training defibrillator (and protective case) clearly labelled: "TRAINING USE ONLY"

Training defibrillators will not be inspected by Branch Auditors

Note regarding spare pads and batteries – SLSS acknowledges these are costly items and often are not used before they expire. It is expected that you have 1 set of spare pads and batteries per 2 defibrillator units.

Oxygen Resuscitator and suction equipment

Oxygen cylinders and ART kits are a key lifesaving piece of equipment. Oxygen regulators should be serviced annually (does not include INHALO bottles) and Clubs will need to show evidence of servicing during inspection. This includes regulators that are used for training purposes. When it comes to consumables which have expiry dates – they must be in date on the day of inspection. It is the club's responsibility to ensure these items are replaced once the expiry date passes. These items will be randomly inspected by your Lifesaving Area Coordinator.

- ☐ Unit Numbered
- ☐ Oxygen regulators serviced annually (excl INHALO bottles)
- ☐ Ventilation Bag
- ☐ Reservoir Bag
- ☐ Reservoir Valve
- ☐ Intake Valve
- ☐ Extension Tube (optional)
- ☐ Patient Valve
- ☐ Resuscitation Tubing
- ☐ Therapy Tubing
- ☐ Resuscitation Mask Adult
- ☐ Resuscitation Mask Child
- ☐ Therapy Mask Adult

- ☐ Therapy Mask Child
- ☐ OP Airways x 2 (adult male and female)
- ☐ Key Wheel - Attached
- ☐ Yoke Plug - Attached (Stainless steel Oxy Viva units only)
- ☐ Sealing Washer Spare Washer (1 - Stored in a container)
- ☐ Surgical Gloves (minimum 3 pairs)
- ☐ Notepad, Pen/Pencil
- ☐ Chalk/Marker (to write date on cylinder)
- ☐ No Sand in Unit
- ☐ No Corrosion in Unit
- ☐ No Corrosion on Screws/Nuts
- ☐ Spare Oxygen Cylinder (1)
- ☐ APPROVAL STICKER

Suction

- ☐ Vacuum handle/pump
- ☐ Disposable suction catheters (small and large)
- ☐ Disposable collection jar/canister
- ☐ Clean and free of sand

Severe bleed/trauma kits/Shark Bag/Major Haemorrhage kit.

Severe bleed kits are essential equipment for a patrol in the event of a major bleed. When it comes to consumables which have expiry dates – they must be in date on the day of inspection. It is the club's responsibility to ensure these items are replaced once the expiry date passes. These items will be randomly inspected by your Lifesaving Area Coordinator.

- ☐ Clean Towels
- ☐ Combine Trauma Pads 20 x 20cm
- ☐ Pair of Universal Shears
- ☐ Sterile Lint Pads (large)
- ☐ Crepe Bandages 15cm
- ☐ Tourniquet Gloves (S, M, L)
- ☐ SLSNSW Shark Bite Kit installed at Club

Supplementary patrol equipment/Patrol Equipment (Misc):

Routine patrol inspections during the 2025-26 season highlighted that in some areas additional patrol equipment was not always readily available. Inspection of this equipment is designed to support Clubs to be patrol ready and have the equipment ready for their first patrol of the season

- ☐ Red and yellow feathered patrol flags (where applicable)
- ☐ Black and white quartered flags/Signal flags
- ☐ Operable binoculars
- ☐ Fins (a minimum of two pairs)
- ☐ Loud Hailer
- ☐ Emergency evacuation flag
- ☐ Spinal boards
- ☐ IRB Safety signs

Appendix A – there is no appendix A in this document version

Appendix B

SLSNSW Vessel Registration Forms

Extract from SLSNSW website

VESSEL REGISTRATIONS

Under NSW Roads and Maritime Services (RMS) regulations it is illegal to operate an unregistered vessel. SLSNSW holds a special exemption which allows clubs/branches to register their vessels internally (with SLSNSW) – saving considerable workload on members. Please see outline of process below;

New Vessel Registrations:

- Complete the 'SLSNSW Vessel Registration Application Form' and return to SLSNSW.
- SLSNSW will issue a vessel registration number (SR number).
- Clubs are required to update information in SurfGuard.

Vessels Sold/Disposed/Out of Service:

- Complete the 'Transfer of Vessel Registration Form' and return to SLSNSW.
- Remove SR numbers and all SLS signage before selling or disposing of vessel.
- Clubs are required to update information in SurfGuard.

Please email all completed forms to lifesaving@surflifesaving.com.au

New Vessel Registration forms can be found on SLSNSW website at the following link

<https://www.surflifesaving.com.au/members/resources/new-vessel-registration-application-form/>

Transfer of Vessel Form can be found on SLSNSW website at the following link

<https://www.surflifesaving.com.au/members/resources/transfer-vessel-registration-form/>

END DOCUMENT