



The intent of this report is to outline and clarify the roles and responsibilities of owner/operators regarding Children's Playspaces and Equipment as outlined in CAN/CSA-Z614-03. (copied sections of the actual document are shown for reference only)

## Owner / Operator, Roles and Responsibilities

*section description*

**4 User Age Groups**

**4.3** All children should be appropriately supervised based on their age, development, and abilities. While infants up to 18 months can attend a playspace with parents or caregivers, they are more apt to indulge first in solitary play with the manipulative elements of the playspace, such as sand, and later in onlooker or spectator play. By 18 months, some children, with the assistance of siblings or adults, are ready for and interested in exploring the full range of the playspace facilities.

**7.7 Hazardous Substances**

The manufacturer and owner/operator shall ensure that users of the playground equipment cannot ingest, inhale, or absorb through body surfaces potentially hazardous amounts of substances as a result of using the playspace.

**8.23 Installation / Owner's - Operators Responsibilities**

A comprehensive inspection shall be carried out by the owner/operator or designate prior to first use.

**8.3.2.3** The playground equipment shall not be used until the protective surfacing has been installed.

**10.3 Acceptability of Various Surfacing Materials**

**10.3.2** Owners/operators of playspaces shall be aware of and ensure the suitability of any surfacing material used, considering factors such as the presence of contamination, e.g., pesticides, toxic materials, insects, and disease, paint/coatings, heavy metals, and sharps.

**10.4.3** The owner/operator shall keep the protective surfacing within the protective surfacing zone of each piece of play equipment free from extraneous materials that could cause injury, infection, or disease.

**10.4.10** Winter weather conditions reduce the effectiveness of surfacing materials. These conditions shall be considered by the owner/operator.

**11 Inspection and Maintenance**

**11.1.1 Budgeting**

Playground inspection and maintenance are integral parts of budgetary costing. The cost of inspection and maintenance shall be considered and incorporated into the budget at the time of design, purchase of equipment, and installation. See Annex E for an example of the annual cost considerations.

**11.1.2 Maintenance Program**

A program of daily, monthly, and seasonal maintenance schedules shall be created by the owner/operator and strictly followed in order to promote a safe play environment and to minimize injuries for all children. The maintenance schedule shall include preparation for summer use and any special preparations for winter.

**11.2.5** A record of any injuries reported to have occurred on the playground shall also be collected (see Annex C). This will help identify potential hazards or dangerous design features that warrant attention.

**11.3 Inspection of the Playspace**

**11.3.1 General**

The following inspections shall be performed by the owner/operator or designate, and reports shall be prepared. Any special preparations for seasonal operations (e.g., summer, winter) shall also be considered and documented.

**11.3.2 Daily/Weekly Visual Inspection**

A visual inspection shall be carried out by the owner, maintenance inspector, caregiver, or custodian on a daily basis, if possible, or at least once a week, to identify defects or emerging problems.

**11.3.3 Detailed Monthly Inspection**

A detailed inspection shall be carried out every month, and the results and actions taken shall be entered in a permanent record that can be examined if necessary.

**11.3.4 Annual Comprehensive Written Report**

Every year, a comprehensive written report shall be completed by the owner/operator or a representative.

The report shall document the results of the daily/weekly and monthly inspections, and the actions taken/planned, if necessary. The results of any protective surfacing testing undertaken during the 12 months shall be included, along with any actions taken. An owner/operator or designate can also undertake a comprehensive inspection every 12 months. If an annual comprehensive inspection is performed, the report shall document the results of it and the actions taken.

**16 Identification and Information**

**16.1 General**

The owner's/operator's identification and contact information shall be permanently located in the playspace in a readily identifiable and visible location.

**16.8 Records**

The owner/operator shall establish and maintain detailed installation, inspection, maintenance, and repair records for each public-use playground equipment area. The manufacturer's assembly and installation instructions, warranties, and all other materials shall be collected and retained in a permanent file.