

SS 12.2 – FM Radio Frequency Systems and Infrared Beam Transmission Systems

Address:			
Provided by (name):			
Equipment Register			
	Make	Model	Location
1			
2			
3			
4			
Performance/Installation Standard:	<input type="checkbox"/> Specifically Designed Solution _____ <input type="checkbox"/> Other (Historical) _____		
Inspections & Maintenance Standard:	<input type="checkbox"/> Compliance Schedule Handbook SS12/2 Inspections: B1-B.5.6, & Maintenance: C1-C3		
As a minimum these inspections and maintenance procedures will be carried out:	Planned preventative maintenance and responsive maintenance will be carried out in accordance with the nominated performance and inspection standard or document to ensure the system will operate as required. See Below		
Frequency:	<input type="checkbox"/> Six -monthly		<input type="checkbox"/> Owner <input type="checkbox"/> IQP
Inspections & Maintenance: <i>Six-monthly Inspections</i>	<ul style="list-style-type: none"> • Signal transmission and strength • FM transmission and availability of good reception in the indicated public area-any coverage blank spots should be eliminated or marked • Receiver settings- these should be set for the transmission channel used at the venue. • Where only FM transmission is available and users provide their own receivers, the system should be tested for proper operation and full area coverage • Where receiver units and relevant listening devices are available for public hire, they should be inspected to ensure, • the specific number of receivers are available for use, and • The following items should be tested to ensure they are functioning properly, being used correctly, and in good condition. <ul style="list-style-type: none"> • cords • connectors • teleloop (where used) • stethoclip, ear plugs, head set 		
Reporting:	The owner must keep records of all inspections, maintenance and repairs undertaken in the previous 24 months. The records must be kept with the compliance schedule and as a minimum, include: <ul style="list-style-type: none"> • Details of any inspection, test or preventative maintenance carried out. Include dates, work undertaken, faults found, remedies applied, and the person who performed the work. • A Form 12A provided by an IQP annually 		

The information above is used to help generate the compliance schedule. If you are unsure of how to fill in this form please consult an IQP who is registered for the system above.