



PIPA Inflatable Play Accreditation

in association with



Information Pack

For

Inspection Bodies

Inspection of Inflatable Play Equipment

Purpose:

The Pertexa Inflatable Play Accreditation (PIPA) scheme is designed to provide a system whereby inflatable play equipment can conform to the testing and inspection requirements of HSE guidelines detailed in EIS7

It should be emphasised that the scheme covers only the inflatable equipment itself and is not designed to regulate or endorse operational procedures.

Given that any item of inflatable play equipment is defined in law as an "Amusement Device" then we are obliged to ensure that each item undergoes the following:

- ◆ Design Review
- ◆ Assessment of Conformity
- ◆ Initial Test
- ◆ Thorough Examination (Annual Test)

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1. Product Standard

- 1.1. This scheme adopts the standard BS EN 14960:2006 as the product standard for the industry.

2. Qualifications for Inspectors

- 2.1. The individual inspector's knowledge will be tested by written and practical examinations, carried out by the RPII (Register of Play Inspectors International) and evidenced by certification.
- 2.2. Inspectors will be re-examined every three years and be required to maintain registration with the RPII on a yearly basis.
- 2.3. Inspectors are required to have a detailed understanding and knowledge of the following:
 - 2.3.1. EIS7 & PN76
 - 2.3.2. CEN TC 136
 - 2.3.3. Inflatable play design in relation to safety
 - 2.3.4. The law regarding Inflatable play products and the Health and Safety at work act 1974.
 - 2.3.5. The operation of the central database
- 2.4. Inspectors should also be familiar with a number of high profile cases involving accidents occurring in or around inflatable play products, the consequences of those cases and the actions taken to prevent re-occurrence.
- 2.5. Examination syllabus and RPII criteria will be included in the Inspectors' information packs.

3. Standard for Inspection Bodies

3.1. General

- 3.1.1 An inspection body could be a manufacturer, a specialist inspection/repair company, an operator or an individual.
- 3.1.2 If the inspection body is an organisation then one or more individuals within that organisation must be designated as the inspector(s). Such individuals must be qualified and registered with the RPII
- 3.1.3 No inspections will be carried out unless a designated inspector is present at the inspection and/or has overall control and authority as to the manner and outcome of the inspection

3.2 Equipment

- 3.2.1 Inspection bodies are required to have available and maintain the following:
 - 3.1.1.1 Pressure testing equipment.
 - 3.1.1.2 Inflation equipment capable of inflating an inflatable to full pressure
 - 3.1.1.3 Sufficient space, internal or external to safely inflate the largest device projected to be inspected and to allow safe access to all sides.
 - 3.1.1.4 Pull test equipment capable of testing anchorage attachments
 - 3.1.1.5 Set of EN1176 compliant Probes

- 3.1.1.6 Toggle entrapment test device
- 3.1.1.7 PAT Testing equipment
- 3.1.1.8 Conversion cable – Splash proof (blue) plug to standard 13 amp socket
- 3.1.1.9 Set of grounding test weights
- 3.1.1.10 Professional quality linear measuring equipment (Including adequate means of measuring height)
- 3.1.1.11 Embossed company stamp for certificates

3.1.2 All specialist equipment must be maintained and calibrated, where necessary, to the manufacturer's instructions and records kept of any maintenance, calibration or modification carried out.

3.2 Other facilities

3.2.1 Inspection bodies are required to:

- 3.2.1.1 Have sufficient administration staff to ensure that full and correct records are kept.
- 3.2.1.2 Maintain adequate professional indemnity insurance
Available from most brokers but the specialist for the RPII are:
Asbury Wren 0244 310574 Contact John Dean
broker@asbury-wren.co.uk
- 3.2.1.3 Have Internet connection.
- 3.2.1.4 Secure storage for certificates and tags (Can be locked cupboard)

3.3 Independence

3.3.1 The inspection body will not set targets relating to the number of inspections undertaken, nor will it set targets or budgets based on pass or fail rates. In addition the amount of the inspector's remuneration will not in any way be set or adjusted in relation to the number of inspections, passes or failures that he or she oversees.

3.3.2 An inspection body must be financially sound. This will be evidenced by a standard credit check, suitable trade references or MUTA/AIMODS/IPMA membership

3.4 Reporting and Accountability

3.4.1 Inspection bodies will undertake to allow the MUTA Inspectorate reasonable access to its systems, facilities, and designated inspectors when required to do so by MUTA

3.4.2 Inspection bodies are preferred to be members of either of the 2 recognised trade associations, AIMODS or IPMA and subject to their codes of practice and disciplinary procedures.

3.4.3 Inspection bodies undertake to keep accurate records of all inspections carried out and to report each inspection and its outcome via the central database.

3.4.4 Inspection bodies undertake to share knowledge of all actual and potential safety issues relating to design or performance via the central database

4 General Procedures

- 4.1 MUTA provides and maintains an Internet based database, containing all information relating to the scheme:
 - 4.1.1 List of inspection bodies
 - 4.1.2 List of qualified inspectors
 - 4.1.3 Printed certificates and tags
 - 4.1.4 Issued certificates and tags
 - 4.1.5 Inspection records of inflatables
 - 4.1.5.1 Tag number
 - 4.1.5.2 Brief description
 - 4.1.5.3 Plan size
 - 4.1.5.4 Manufacturer
 - 4.1.5.5 Date of manufacture
 - 4.1.5.6 Owner/Operator
 - 4.1.5.7 Examination sheet
 - 4.1.5.8 Pass/Fail
 - 4.1.5.9 Certificate number
 - 4.1.6 Inspection records of designs
 - 4.1.6.1 Brief description
 - 4.1.6.2 Plan size
 - 4.1.6.3 Identification
 - 4.1.6.4 Designerr
 - 4.1.6.5 Examination sheet
 - 4.1.7 Conformity to Design and Initial Test
 - 4.1.7.1 Tag number
 - 4.1.7.2 Brief description
 - 4.1.7.3 Plan size
 - 4.1.7.4 Manufacturer
 - 4.1.7.5 Examination sheet
 - 4.1.7.6 Pass/Fail
 - 4.1.7.7 Certificate number
 - 4.1.8 Inspectorate reports
 - 4.1.9 List of operators with conforming devices
 - 4.1.10 Known problems
 - 4.1.10.1 Of design
 - 4.1.10.1.1 Urgent defect requiring immediate distribution
 - 4.1.10.1.2 Perceived hazard requiring periodic distribution
 - 4.1.10.2 Of performance
 - 4.1.10.2.1 Urgent defect requiring immediate distribution
 - 4.1.10.2.2 Perceived hazard requiring periodic distribution
 - 4.1.11 Inspectors' reports to update "Known problems"
 - 4.1.12 Accident reports
- 4.2 Access rights and responsibility for input relevant to Inspection bodies:
 - 4.2.1 Read-only access
 - 4.2.1.1 Test reports by tag number
 - 4.2.1.2 Own Test reports by date
 - 4.2.1.3 Test history by own inspectors
 - 4.2.1.4 Tag and Certificate stock usage
 - 4.2.2 Read/Write access
 - 4.2.2.1 Inspectors employed (suspend option)
 - 4.2.2.2 Defect report
 - 4.2.2.3 Change password & other details

5 Tags and Tag Numbers

- 5.1 All inflatables are to be uniquely identified with a prominently displayed, numbered tag
- 5.2 Devices presented for inspection that have no tag are to be regarded as requiring initial test and are to be tagged by the inspector.
- 5.3 Tags can be purchased from the MUTA administration ONLY by a registered inspection body

6 Design and Product Inspection

- 6.1 Check for previous records and comments relating to the inflatable. This is particularly important so as to check that the inflatable has not been recently failed by another inspector
- 6.2 Worksheets and check lists will be available as downloads from the web site
- 6.3 Complete the appropriate report via the on-line database
- 6.4 Products can fall into one of three categories:
 - 6.4.1 Pass
 - 6.4.2 Pass with comment
 - 6.4.3 Fail

7 Actions on completion of product inspection (Pass)

(Apply to both initial test and thorough [annual] examination)

- 7.1 Pass & Pass with Comment – Complete examination report on database as follows:
 - 7.1.1 Enter tag number
 - 7.1.2 Enter manufacturer (if known)
 - 7.1.3 Enter operator
 - 7.1.4 Indicate passed
 - 7.1.5 Issue certificate with details as database entry (Certificates can be issued up to 28 days prior to any previous test date and dated forward. This means that operators can have their products tested early without losing any period of operation.)
 - 7.1.6 Attach examination sheet (printed from database) – This will include any comment made by the inspector
 - 7.1.7 Retain certificate copy for records

8 Actions on completion of product inspection (Fail)

- 8.1 Complete examination report on database as follows:
 - 8.1.1 Enter tag number
 - 8.1.2 Enter manufacturer (if known)
 - 8.1.3 Enter operator
 - 8.1.4 Indicate failed
 - 8.1.5 Note all failure points on the examination sheet in the database
 - 8.1.6 Do not issue certificate
 - 8.1.7 A copy of the examination sheet (checklist) to be given to the operator to allow rectification. The examination sheet should be presented to the inspector when the inflatable is re-tested (Either by the original inspector or another). If the second inspection is completed within 14 days of the original then the operator should be charged only for examination of the points of failure noted on the examination sheet.
 - 8.1.8 If failure point is a generic problem use the reporting section of the database to notify other interested parties.

8.2 Appeals

- 8.2.1 Should an operator have cause to believe that a device has failed unjustly then he shall have the right to seek a further inspection by another inspection body or inspector. This second inspection must take place within 7 days of the original inspection.
- 8.2.2 In this case the second inspector must be informed of the failure points via a copy of the examination sheet and need only inspect in respect of those points.
- 8.2.3 If the device fails for a second time the operator will be liable for the full cost of examination.
- 8.2.4 If the second inspection finds that the operator's appeal is justified the cost of the second examination will initially be borne by the original IB's association and recharged to that IB.

9 Audit of Inspection Bodies

- 9.1 The MUTA inspectorate can monitor each inspection body by means of:
 - 9.1.1 At least one random audit annually
 - 9.1.2 An annual audit of its system(s)
 - 9.1.3 Random sampling, and reserves the right to request contact details of inspection bodies' customers.
- 9.2 Audits will check that inspection bodies are conforming to all requirements and will be reported into the system via the database.
 - 9.2.1 Reports can fall into one of four categories:
 - 9.2.1.1 Pass
 - 9.2.1.2 Pass with comment
 - 9.2.1.3 Improvement required
 - 9.2.1.4 Fail
 - 9.2.2 Each of these categories requires different procedures as detailed under section 9.3
- 9.3 Actions on completion of Audit
 - 9.3.1 Pass – Complete examination report on database as follows:
 - 9.3.1.1 Enter Inspection body identification
 - 9.3.1.2 Indicate passed
 - 9.3.2 Pass with comment – Complete examination report on database as follows:
 - 9.3.2.1 Enter Inspection body identification
 - 9.3.2.2 Note Comments
 - 9.3.2.3 Indicate passed
 - 9.3.2.4 Ensure Inspection body is notified of comments via a copy of the inspectorate report
 - 9.3.2.5 If comment relates to individual inspector(s) then ensure individuals are informed
 - 9.3.3 Improvement required – Complete examination report on database as follows:
 - 9.3.3.1 Enter Inspection body identification
 - 9.3.3.2 Complete checklist with comments noted

- 9.3.3.3 Indicate failed
- 9.3.3.4 Ensure Inspection body is notified of failure points via a copy of the copy of the inspectorate report
- 9.3.3.5 If comment relates to individual inspector(s) then ensure individuals are informed.
- 9.3.3.6 Agree with IB a time scale to carry out the improvements (minimum period is 28 days) and a date for re-examination. Ensure that the IB is aware that a re-examination fee will be charged.
- 9.3.3.7 Once issued with an improvement notice an IB may continue to carry out inspections unless:
 - 9.3.3.7.1 The agreed date for re-examination has passed
 - 9.3.3.7.2 A previous improvement notice remains outstanding.

9.3.4 Failed – Complete examination report on database as follows:

- 9.3.4.1 Enter Inspection body identification
- 9.3.4.2 Complete checklist with comments noted
- 9.3.4.3 Indicate failed
- 9.3.4.4 Ensure Inspection body is notified of failure points via a copy of the copy of the inspectorate report
- 9.3.4.5 If failure relates only to an individual inspector, then ensure the individual is informed
- 9.3.4.6 Once given notice under this category an IB will not be allowed to carry out further inspections and access to the database will be suspended, except where the failure relates only to an individual inspector.
- 9.3.4.7 Where the failure relates only to an individual inspector, the individual will not be allowed to carry out further inspections and access to the database will be suspended. The inspectorate should inform the RPII of the individual's failure and suspension. The RPII will invoke its normal disciplinary procedure.

9.4 Suspension and Disqualification

- 9.4.1 Only the MUTA inspectorate and/or the scheme committee have the power to invoke or remove suspensions relating to inspection bodies. (The RPII and Inspection Bodies can suspend their own individual inspectors)
- 9.4.2 Temporary suspension
 - 9.4.2.1 Most failings will invoke temporary suspension, exceptions being listed below under permanent disqualification.
 - 9.4.2.2 An IB or inspector will be eligible to apply for re-instatement once any reported failing(s) have been rectified. Such an application will be made in writing to the MUTA secretariat and considered by the scheme committee who will take advice from the inspectorate.
 - 9.4.2.3 Should the scheme committee decide that the application for re-instatement is justified then the inspectorate will be instructed to carry out another audit, the cost of which will be borne by the IB
 - 9.4.2.4 The maximum number of applications for removal of temporary suspension that can be considered by the committee, for any one failure notice is two.

9.4.3 Permanent Disqualification

9.4.3.1 The following misdemeanours will automatically invoke permanent disqualification:

- 9.4.3.1.1 Encouragement to provide financial or material inducements to influence the outcome of an inspection, either to pass or fail.
- 9.4.3.1.2 Acceptance of financial or material inducements to influence the outcome of an inspection, either to pass or fail.
- 9.4.3.1.3 Gross incompetence
- 9.4.3.1.4 Malicious failing of inflatables or designs

9.5 Appeals

9.5.1 Inspection Bodies

- 9.5.1.1 An inspection body may appeal against a decision of the inspectorate by applying, with an outline of their case, to the scheme committee.
- 9.5.1.2 The scheme committee will be obliged to consider the appeal within 3 months of the appellant's application.
- 9.5.1.3 The appellant will be entitled to attend the relevant committee meeting and will be given the opportunity to put his or her case directly to the committee on the day. Similar opportunity will be offered to the inspectorate.
- 9.5.1.4 Where possible the scheme committee will make their decision known to the appellant at the end of the meeting.
- 9.5.1.5 Final appeal can be made to the MUTA council who will convene an appeal hearing, chaired by an independent lawyer, and consist of one prominent person from the industry and one member of the MUTA council.

9.5.2 Inspectors

- 9.5.2.1 Individual Inspectors are subject to the disciplinary and appeals procedures of the RPII

10 Administration

- 10.1 The MUTA Council, via its secretariat and management, would administer the scheme. This group would report on all matters concerning this scheme to the scheme committee.
- 10.2 The scheme committee shall consist of at least one representative from the following bodies:
 - 10.2.1 IPMA
 - 10.2.2 AIMODS
 - 10.2.3 NAIH
 - 10.2.4 MUTA Council
 - 10.2.5 MUTA Management
- 10.3 It will be the responsibility of the scheme committee to continually review the requirements of the various aspects of the scheme and their effectiveness.
- 10.4 MUTA is responsible for the set up and maintenance of the database.
- 10.5 This database will be housed on a secure server linked to the Internet so as to allow appropriate access to all parties. Backup copies of the database will be made regularly.

- 10.6 Inspection bodies will be required to retain hard copy records of certificates issued for a minimum period of 6 years and to submit quarterly returns to MUTA.
- 10.7 Finance of the scheme, both income and expenditure, is the responsibility of MUTA.
- 10.8 The scheme committee is entitled to view and comment on financial reports.
- 10.9 Financial reports will be produced annually and published in the association's annual report. The MUTA annual report is published in April of each year and covers all association activities for the immediate previous calendar year.

11 Dissemination of information

- 11.1 Every organisation or individual recorded in the database will be obliged to report any potentially dangerous product or design failings that come to their notice.
- 11.2 Product and Design reports
 - 11.2.1 There are three levels of product and design report, all reported and accessed via the database:
 - 11.2.2 Urgent Defect
 - 11.2.2.1 Any design, manufacturing or material failing that clearly has the potential to cause serious injury or death
 - 11.2.2.2 Reporting – All parties via a registered inspector.
 - 11.2.2.3 Action – Report distributed by automatic email from the web site to all parties registered on the database (Inspectorate, IB's, inspectors, designers, manufacturers and operators), and the HSE.
 - 11.2.3 Perceived Hazard and Comment
 - 11.2.3.1 Any design or material failing that has, in the opinion of the reporter, the potential to cause injury.
 - 11.2.3.2 Reporting – All parties with access to the database
 - 11.2.3.3 Action – Report distributed by automatic email from the web site to the scheme committee, inspectorate and MUTA. All recipients of this type of report must then decide together whether to upgrade the report to "Emergency Alert" or to downgrade it to "Comment"
 - 11.2.3.4 "Comment" Action – Reports collated by the web site and distributed by automatic email at three monthly intervals to all parties in the form of an email bulletin

11.3 Accident Reports

- 11.3.1 Basic details of any accident involving an inflatable play device should be reported into the system via the database.
- 11.3.2 All parties, including the HSE have input access to this part of the database.
- 11.3.3 Reports will be distributed by automatic email to inspection bodies, MUTA and the scheme committee.
- 11.3.4 This information will be collated by the scheme committee and will be used to form periodic reports and recommendations in relation to both design and operation.

Note – Reporting of accidents under this scheme does not absolve anyone from other reporting obligations (eg. RIDDOR etc.)

11.4 Non-conforming products and organisations

- 11.4.1 It is the responsibility of every one registered on the database to report products, and organisations that flout the HSE guidelines. Facilities exist in the web site to make this reporting easy and, if necessary, anonymous.
- 11.4.2 The public and other users of inflatable play are encouraged to report organisations attempting to by-pass the guidelines.
- 11.4.3 All such reports are passed to the HSE and/or Local Authorities for investigation and action.

12 Certification

- 12.1 Each new device manufactured or imported will be required to have undergone a Design review, assessment of conformity to that design and an initial test. All of these must be carried out by qualified, registered inspectors.
 - 12.2 Evidence that the device has undergone and passed these procedures will be in the form of a tag (detailed in section 5) and a security printed, serial numbered certificate issued and recorded in the national database by the inspection body. This certificate will be appended to the log book or manual provided by the supplier with each new device. (These requirements also apply to modified or improved devices.)
 - 12.3 The annual test will be evidenced by a similar security printed, and serial numbered certificate issued and recorded in the national database by the inspection body.
 - 12.4 Tags and certificates are only available from MUTA and are distributed to inspection bodies on request and payment of the fee per certificate set under the scheme as follows
 - 12.4.1 Tags are charged at £ 7.50* each plus VAT
 - 12.4.2 Certificates are charged at £ 18.00* each plus VAT
- *Subject to amendment as the scheme progresses
(Members of IPMA or AIMODS are entitled to 33% Discount on these prices)
- 12.5 Certificates are printed to incorporate four security features:
 - 12.5.1 Anti forgery paper
 - 12.5.2 Complex scroll
 - 12.5.3 Anti photo-copy/scan hidden text
 - 12.5.4 Thermochromic blue panel for easy on site detection
 - 12.6 Enforcing authorities have 24hr, 7days a week access to up to date information on any device that comes to their attention. Once the scheme has been in operation for 12 months, rogue inflatables will be identifiable as such by virtue of their absence from the database.

13 Inspection Body Equipment Sources

PAT testing equipment – available at a number of sources – cost from £300.00

EN 1176 compliant probes – Different types (Hardwood, steel etc) available.

We suggest Fibreglass from
ITRS
Unit 18, Newton Road
Harrowbrook Ind Est
Hinckley
Leicestershire
LE10 3DS
£ 375.00 to include Toggle test device.
Tel: 01455 615672
Fax: 01455 251262

Otherwise:
National Playing Fields
Stanley House
St Chad's Place
London WC1X 9HH

Hags Play Limited
Holwell Road, Kings Stag,
STURMINSTER NEWTON,
Dorset DT10 2BA

Wicksteed Leisure Limited
Digby Street,
Kettering,
Northants, NN16 8YJ

Toggle Test Device – Only available from ITRS

Grounding Weights –

York Standard cast iron discs:

3 x 25 kg @ £24.07

1 x 15 kg @ £14.43

1 x 10 kg @ £12.51

Plus £11.00 delivery & VAT

From

Proactive Health Ltd

Quarry Court

Bell Lane

Witney,

Oxfordshire

OX29 4DS

01865 886300

www.proactive-health.co.uk

Pressure measurement

Suggest – Manometer from

Dwyer Instruments Limited
Unit 16, The Wye Estate, London Road
High Wycombe, Bucks HP11 1LH-UK
Telephone: 01494 461707
Fax: 01494 465102
sales@dwyer-inst.co.uk
www.dwyer-inst.co.uk

Cost approx. £59.00 plus VAT & Carriage

Anchorage testing

Suggest

Salter Scale 235 10X 200kg
Salter Scales
16-18 Stafford St.
Eccleshall
Staffs. ST21 6BH
Cost Approx. £150.00

Can be used in conjunction with a suitable framework made up from tube and keyclamps
(say approx. £30.00)

Total cost of equipment, therefore, should be in the range of £1,200.00 to £1,500.00

14 - Contacts

MUTA, formerly the Performance Textiles Association

Luther Pendragon
Priory Court
Pilgrim Street
London EC4V 6DR
Tel: 0207 618 9196
Fax: 0207 329 7301
info@muta.org.uk

AIMODS

As for MUTA

Inflatable Play Manufacturers Association – IPMA

Federation House,
NAC,
Stoneleigh Park,
Warwickshire
CV8 2RF
Tel: 024 76 414999
Fax: 024 76 414990
Email: ipma@playindustries.org

National Association of Inflatable Hirers - NAIH

The Mill House
317 Uxbridge Road
Mill End
Rickmansworth Hertfordshire
WD3 8DS
Tel: 01923 711547
info@naih.co.uk

British Inflatable Hirers Association – BIHA

Tel: 01344 485389

Application to become an Inspection body under the PIPA Scheme.

Contact.....

Company (if any).....

Address where inspection records will be kept:

.....
.....
.....
.....

Post Code.....

Telephone

Mobile

Fax

Email

Do you intend to operate a mobile service or from a fixed address?

Mobile Fixed Both

If Fixed or Both, will the address given above be where inspections are carried out?

Yes No

If No, state inspection address:

.....
.....
.....
.....

Checklist:

- | | | | |
|---------------------------|--------------------------|---------------|--------------------------|
| P I Insurance attached | <input type="checkbox"/> | Will arrange | <input type="checkbox"/> |
| Probes – Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |
| Toggle tester – Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |
| Pressure testing – Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |
| Blower(s) – Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |
| Pull Tester – Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |
| PAT test kit – Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |
| Weights – Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |
| Internet Connection: Have | <input type="checkbox"/> | Will purchase | <input type="checkbox"/> |

Declaration:

I/We have read and understood the requirements and terms for inspection bodies under the scheme.

I/We understand that by sending this application I/We are agreeing to abide by the terms and regulations of the scheme and have made particular note of clauses 3.3.1; 3.3.2; 3.4.1;3.4.2; 3.4.3; 3.4.4

Name

Signed

Date

Number of inspectors anticipated in your organisation –

.....

Send completed form to:

MUTA
Luther Pendragon, Priory Court, Pilgrim Street, London EC4V 6DR
Tel: 0207 618 9196 Fax: 0207 329 7301
Email: info@muta.org.uk