

Circular 025:07:18



To: Club Gear and Equipment Officers Club Captains

Cc: Club Secretaries

From: Lifesaving Operations Department

Date: 25 July 2018

Subject: **Servicing of Oxygen Equipment & First Aid Kit Restocking**

Action: Note opportunity for Oxygen Regulator Servicing and Purchase of First Aid Supplies

For additional details on this Circular please contact:
Lifesaving Operations on 03 9676 6930 or email lifesavingoperations@lsv.com.au
Circulars are available at www.lsv.com.au/circulars

All clubs are reminded they are required to have their oxygen regulators serviced on an annual basis. Life Saving Victoria (LSV) has made arrangements with RAPP Australia for discounted pricing for clubs. LSV has provided an Oxygen Unit Service Request Form to assist in oxygen servicing as well as an option for purchasing first aid supplies for First Aid Kits. Clubs will be able to fill out an Oxygen Unit Service Request Form (as linked below) and bring the form, along with their oxygen equipment for servicing to the registration desk at the Lifesaving Conference to be held on Saturday, 18 August 2017.

[Oxygen Unit Service Request Form](#)

These forms, along with just the regulators or OXY-VIVA unit can be dropped off to the registration desk at LSV State Centre. Clubs can then pick up their serviced oxygen equipment and first aid supplies from LSV Logistics from Tuesday, 11 September 2018, no delivery cost will be associated with collection. LSV Logistics opening hours are Monday to Friday, 8:30 am to 4:30 pm. Alternatively, clubs can organise delivery to a different address for a flat rate of \$15.00 Inc. GST.

Units should:

- Be presented clean with regulators enclosed
- Have no oxygen bottle attached
- Have all parts clearly labelled with the club name
- Be presented with the form linked above and with items required clearly marked

NB: Whilst special arrangements have been made with RAPP Australia, Clubs may choose to have units serviced by any qualified service agent.

First Aid Kit Restocking:

Clubs are also able to order first aid supplies from RAPP Australia by using the form linked below. Forms will need to be either faxed, scanned or emailed directly to RAPP Australia. Visit the Club Forms section of the LSV [website](#) for Gear and Equipment Audit requirements for First Aid Kits and First Aid Rooms. Through the arrangement with RAPP, your supplies can be delivered to LSV for collection with your regulators or they can be delivered to your nominated address.

[First Aid Restocking Form](#)

