

**WEST VIRGINIA
SECRETARY OF STATE
NATALIE E. TENNANT
ADMINISTRATIVE LAW DIVISION**

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OFFICE WEST VIRGINIA
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Form #6

**NOTICE OF FINAL FILING AND ADOPTION OF A LEGISLATIVE RULE AUTHORIZED
BY THE WEST VIRGINIA LEGISLATURE**

AGENCY: West Virginia Division of Labor TITLE NUMBER: 42

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 17

TITLE OF RULE BEING AMENDED: Amusement Rides and Attractions Safety Act

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: _____

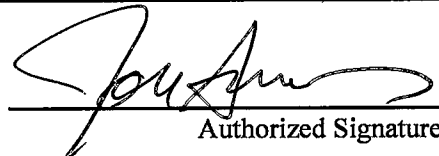
TITLE OF RULE BEING PROPOSED: _____

THE ABOVE RULE HAS BEEN AUTHORIZED BY THE WEST VIRGINIA LEGISLATURE.

AUTHORIZATION IS CITED IN (house or senate bill number) H.B. 2170

SECTION 64-10-2 (f), PASSED ON April 10, 2009

THIS RULE IS FILED WITH THE SECRETARY OF STATE. THIS RULE BECOMES EFFECTIVE ON THE
FOLLOWING DATE: June 1, 2009


Authorized Signature

**TITLE 42
LEGISLATIVE RULE
DIVISION OF LABOR**

**SERIES 17
AMUSEMENT RIDES AND AMUSEMENT ATTRACTIONS
SAFETY ACT**

§42-17-1. General.

1.1. Scope. -- W. Va. Code §21-10-1 et seq. requires that the Commissioner of Labor promulgate rules to guard against personal injuries to the general public in the assembly, disassembly, and use of amusement rides and attractions at carnivals, fairs and amusement parks and to assure that the owner of the rides and/or attractions maintain sufficient levels of liability insurance to protect the public in the event of accident. It is the purpose of this rule to set minimum acceptable safety standards for the design, construction, operation, maintenance and inspection of the amusement rides and attractions. This rule sets procedures for the traceability of amusement rides and attractions to include registration, inspection, issuance of permits, collection of annual fees and maintenance of annual usage schedules.

1.2. Authority. -- W. Va. Code §§21-10-3 and 29A-1-1.

1.3. Filing Date. -- May 8, 2009.

1.4. Effective Date. -- June 1, 2009.

§42-17-2. Definitions.

2.1. Accepted engineering practice. A practice which conforms to accepted principles, tests, or standards of nationally recognized technical or scientific authorities. References include Occupational Safety and Health Administration (§29 CFR 1900-1910) and American National Standards Institute (ANSI) Safety Standards.

2.2. Amusement park. A tract or area of land used principally as a permanent location for amusement rides or attractions.

2.3. Animal rides. Any ride using live animals to convey humans.

2.4. Carnival. An itinerant enterprise consisting principally of portable temporary amusement devices and/or mechanical rides operated to provide entertainment or amusement to the public. A carnival may also include animal rides.

2.5. Commissioner. The Commissioner of the West Virginia Division of Labor or his or her designated representatives.

2.6. Division. The West Virginia Division of Labor, including all its sections and personnel.

2.7. Emergency number. Telephone numbers of a local ambulance, fire department, police department and physician that will respond to the scene of any emergency.

2.8. Employee. Any person hired by an owner, operator, or owner/operator's agent, on a temporary or permanent basis to perform any task, work or act for the owner, operator or agent of an owner or operator, in the day-to-day, on-going operations of a carnival, fair, or amusement park, and who receives monies, goods, or services as remuneration or compensation for services rendered.

2.9. Fair. An enterprise principally devoted to the exhibition of the products of agriculture or industry and at which amusement rides or attractions are provided for use by the public.

2.10. First-aid kit. A weatherproof container with individual sealed packages for each type of item contained in this kit as approved by a consulting physician.

2.11. Full identifying data. Full name, date and place of birth, permanent home address and telephone number, business address, employer and telephone number; and for each amusement ride or attraction, the name, manufacturer, serial number, operating speeds, passenger loads, etc.

2.12. Immediate site of operation. The exact physical location of and where the amusement ride or attraction is being operated.

2.13. Imminent danger. A practice, or condition which exists due to a design, mechanical, structural, or electrical defect which presents an excessive and immediate danger of serious injury to ride passengers, ride operators and/or the general public.

2.14. Independent owner or operator. A person owning or operating an amusement ride or attraction or animal ride at a carnival, fair or amusement park on a profit sharing or flat fee basis, and who normally does not travel with or is considered to be, a permanent part of any carnival, fair or amusement park. For purposes of this rule independent owner or operator is synonymous with owner or operator and has equal responsibilities under the law.

2.15. Non-destructive testing (N.D.T.). Assorted testing methods used to disclose latent defects during which the physical or chemical state of the material is not altered.

2.16. Operational tests. Measurements of safety devices which do not come into play during the routine operation of any amusement ride or attraction.

2.17. Qualified. The owner, operator or agent shall permit only those employees qualified by training or experience to operate any amusement ride or attraction, equipment or machinery common and/or related to normal use by and at any carnival, fair, or amusement park.

2.18. Ride operator assistant. A person assisting the ride or attraction operator in the operation of any amusement ride or attraction.

2.19. Safety coordinator. A person suited by training or experience and designated in writing by the owner or operator of an amusement park, fair or carnival as being in charge of the safety of all amusement rides or attractions located at the park, fair or carnival.

2.20. Serious injury. An injury that results in death, loss of consciousness, or requires medical treatment, other than first aid, by a physician or other medical professional for which a record is created.

2.21. Special inspector. An inspector licensed by the Commissioner and not employed by the Division.

§42-17-3. Rules and Regulations.

3.1. All owners, operators and agents shall maintain the following information at the immediate site of operation of all amusement devices in West Virginia. All required information shall be in English and legible.

3.1.a. Name plate. A unique identifying name plate shall be permanently affixed to each amusement ride or attraction and shall specify the location of manufacture by manufacturer, city, state and country. The name plate shall also have the serial number, ride or attraction model number and date of manufacture.

3.1.b. Static and dynamic information. Each owner, operator and agent shall maintain at the immediate site of operation of the amusement ride or attraction the following information: the height, width, diameter and weight of the amusement ride or attraction when in a non-operational state with no passengers and in a fully operational state with passengers.

3.1.c. Speed. Where the proper speed is essential to the safe operation of the amusement ride or attraction, each owner, operator or agent shall maintain at the immediate site of operation of the amusement ride or attraction the following information:

3.1.c.1. The maximum revolutions per minute; or

3.1.c.2. The maximum feet per second or miles per hour;

3.1.d. Direction of travel. When the proper direction of travel is essential to the design operation of the amusement device, the manufacturer shall designate the direction of travel, including the reference point for the designation, and the owner, operator or agent shall maintain this information at the immediate site of operation of the amusement ride or attraction.

3.1.e. Power requirements. Each owner, operator or agent shall maintain at the immediate site of operation of the amusement device the following information:

3.1.e.1. Electrical. The total electrical power required to operate the amusement ride or attraction designated in watts, volts and amperes, including minimum and maximum voltage limits; and

3.1.e.2. Mechanical. A minimum horse power necessary to operate the amusement ride or attraction safely.

3.1.f. Passenger capacity. Each owner, operator or agent shall maintain at the immediate site of operation of the amusement ride or attraction, the following specifications of the manufacturer:

3.1.f.1. The maximum total passenger weight; or

3.1.f.2. The maximum number of passengers by carrier unit and amusement ride or attraction total.

3.1.g. Recommended balance of passenger loading or unloading. At the immediate site of operation, the owner, operator, operator's assistant or agent shall maintain the appropriate loading and unloading procedure for weight distribution whenever passenger distribution is essential to the safe operation of the amusement ride or attraction.

3.1.h. Recommended passenger restrictions. At the immediate site of operation of each amusement ride or attraction, the owner, operator, operator's assistant or agent shall post any applicable passenger limitations in full public view, visible from a reasonable distance (5-10 feet). Such limitations or restrictions include but are not limited to height, weight, age, passenger placement, physical condition, or any other appropriate limitation or restriction. Limitations or restrictions must be written in English. The operator or operator's assistant shall refuse access to an amusement ride or attraction to any person, excluding the Commissioner, the Division and special inspector, where the operator or operator's assistant believes that access by that person may jeopardize the safety of that person or of any other person or the public in general.

3.1.i. Environmental restrictions. At the immediate site of operation of each amusement ride or attraction, the owner, operator, operator's assistant or agent shall post any operation restrictions related to weather conditions, including but not limited to wind, rain, corrosive atmosphere, or extreme heat or cold.

3.1.j. Fastener schedule. At the immediate site of operation of each amusement ride or attraction, the owner, operator, operator's assistant or agent shall post the manufacturer's schedule for the correct or better grade of torque, and for the placement of all critical fasteners used in the assembly and/or erection of the ride or attraction.

3.1.k. Manufacturer's operational, maintenance, field inspection guides, manuals, etc. At the immediate site of operation of each amusement ride or attraction, the owner, operator, operator's assistant or agent shall have available the manufacturer's manuals for the operation, maintenance, and field inspection, including all service bulletins. These documents shall be in English and those in a foreign language shall be translated to English and certified by the translator (with his or her full identifying data, home and business address and telephone number), as being a true and totally complete translation of those documents. Both language editions shall be immediately available to the Commissioner, the Division or the special inspector.

3.2. The owner, operator, operator's assistant or agent shall immediately make all information required in this section available to the Commissioner upon his or her request.

§42-17-4. Operation Procedures for Amusement Rides and Attractions Owner's, Operator's and Agent's Responsibility.

4.1. Each amusement ride or attraction owner, operator or agent shall obtain, read and become completely familiar with the contents of the amusement ride or attraction manufacturer's recommended operating instructions. Each owner, operator or agent shall prepare an operating fact sheet, shall provide this fact sheet to each operator and operator's assistant, and shall document that he or she has provided this fact

sheet to each operator and operator's assistant. This fact sheet and documentation shall be available to the Commissioner, the Division or the special inspector upon request. The owner's fact sheet, on a device-by-device basis, shall include but not be limited to:

4.1.a. Specific amusement ride or attraction operation policies and procedures with pertinent information from the manufacturer's instructions;

4.1.b. A description of the amusement ride or attraction operation;

4.1.c. Specific duties assigned to the position of the amusement device operator and the amusement device operator's ride assistant;

4.1.d. General safety procedures;

4.1.e. Additional recommendations of the owner, operator or agent; and

4.1.f. Specific emergency procedures in the event of an abnormal condition or an interruption of service.

4.2. Amusement ride or attraction operators and operator assistants shall be qualified. The owner, operator or agent shall provide training and instruction for each operator and operator assistant of an amusement ride or attraction. The operator or operator assistant shall provide documentation of his or her qualifications which shall include his or her full name, date and place of birth, permanent residence and telephone number and a list of all formal and informal training relating to amusement rides and attractions he or she has received. This information shall be made immediately available to the Commissioner, the Division or the special inspector upon request. The training shall include, but not be limited to, the following:

4.2.a. Instruction on amusement ride or attraction operating procedures following instructions set forth by the amusement ride or attraction's manufacturer;

4.2.b. Instructions on specific duties of each assigned position for the normal and emergency and safe operation of the amusement ride or attraction;

4.2.c. Instructions on general safety procedures;

4.2.d. Instructions on emergency procedures;

4.2.e. Demonstration of the operation of the amusement ride or attraction:

4.2.f. Supervised observation of the amusement ride or attraction's operator and operator assistant's physical operation of the ride or attraction; and

4.2.g. Additional instructions considered necessary by the owner, operator or agent.

4.3. Each amusement ride or attraction operator and operator assistant shall be responsible for the following:

4.3.a. The on and off loading of ride passengers;

4.3.b. Screening ride passengers for signs of intoxication or other anti-social activities or behavior and ride passengers with physical handicaps that could endanger themselves and other ride passengers;

4.3.c. Maintaining ride equipment guards and fences for the safety of ride passengers and spectators;

4.3.d. Ensuring that all ride passengers are safely secured and that all safety devices are in place and functioning before the ride is started; and

4.3.e. Once the ride has started, constantly observing the ride and ride passengers and to take immediate and necessary action in the event of any malfunction or danger to any ride passenger or the general public.

§42-17-5. Operational Testing.

5.1. The owner, operator or agent of an amusement ride or attraction shall use the manufacturer's specific operation tests along with the manufacturer's recommended intervals for these tests to be performed to determine whether a given amusement ride or attraction is operating within operational limits recommended by the manufacturer. Where the manufacturer's guidelines for operational tests are not available, the owner, operator or agent shall use operational tests based on available guidelines for rides and attractions similar in design and function. When not available, the owner shall provide, in writing, a certification from the ride or attraction manufacturer that these guidelines are not available and the reason why they are not available.

5.2. Nondestructive testing (N.D.T.). N.D.T. testing is required as recommended by the manufacturer. In addition, any hidden shaft in an amusement ride or attraction may be required to undergo N.D.T. at the owner's expense after written notice to the owner, operator or agent by the Commissioner, the Division or the special inspector. The notice shall state a date by which the N.D.T. shall be completed. The owner, operator or agent shall provide proof of the required N.D.T. testing to the Commissioner, the Division, or the special inspector.

5.3. The owner, operator or agent of an amusement ride or attraction shall conduct the tests developed under subdivision 5.1-2 of this rule at the manufacturer's recommended intervals but may conduct the tests on a more frequent basis if he or she considers it necessary. Testing directed by the Commissioner, the Division or the special inspector will be at owner's expense and in addition to those required by the manufacturer or owner, operator or agent.

5.4. If the owner, operator or agent fails to comply with testing requirements, the Commissioner may refuse to issue an operating permit or revoke an existing permit ceasing the operation of an amusement ride or attraction.

§42-17-6. Maintenance Procedures for Amusement Rides and Attractions.

6.1. Each owner, operator or agent of an amusement ride or attraction shall read and become

completely familiar with the contents of the manufacturer's recommendations, and shall develop and implement a program of maintenance and inspections providing for the duties and responsibilities necessary in the care of each amusement ride or attraction. This program of maintenance shall include a checklist provided to each person performing the regularly scheduled maintenance on each ride or attraction. These inspections shall be fully documented and the inspection sheets shall contain the full identifying date of the amusement ride or attraction and the inspector including the full name, date and place of birth, permanent residence address and telephone number, of the person conducting the maintenance and inspections of each amusement ride or attraction. The owner, operator or agent shall retain all records documenting these inspections for at least 7 years past the date that the amusement ride or attraction was permanently removed from operation. The owner, operator or agent's checklist for each ride or attraction shall include, but not be limited to:

6.1.a. A description of preventive maintenance assignments to be performed with a frequency no less than that recommended by device manufacturer;

6.1.b. A description of inspections to be performed and their frequency;

6.1.c. Special safety instructions, where applicable; and

6.1.d. Any additional recommendations of the owner, operator or agent.

6.2. The owner, operator or agent of the amusement ride or attraction shall provide training for each person performing the regularly scheduled maintenance on the device, pertaining to his or her assigned duties. This training shall be fully documented and the training sheets shall contain the full identifying data of the amusement ride or attraction the training was conducted on, a device-by-device basis, and the trainee including his or her full name, date and place of birth, permanent residence address and telephone number. This training shall include, but not be limited to:

6.2.a. Instruction on inspection and preventative and required maintenance procedures not less than the manufacturer's recommendations;

6.2.b. Instruction on the specific duties of the assigned position;

6.2.c. Instruction on general safety procedures;

6.2.d. Demonstration of the physical performance of the assigned performance of his or her assigned regularly scheduled duties and inspections;

6.2.e. Supervised observation of the maintenance person's physical performance of his or her assigned regularly scheduled duties and inspections; and

6.2.f. Additional instructions considered necessary by the owner, operator, or agent.

6.3. Prior to allowing an amusement ride or attraction to carry passengers, the owner, operator or agent shall conduct or cause to be conducted, a daily pre-opening inspection based on provided instructions to insure the safe operation of the amusement ride or attraction. The owner, operator or agent shall maintain a legible, written record of the daily inspection, which is signed and dated and which contains full identifying

data on the ride or attraction and the person performing the inspection. These records shall be kept for a period of not less than seven (7) years. The inspection program shall include, but not be limited to:

6.3.a. An inspection of all passenger-carrying equipment, including restraint equipment and latches;

6.3.b. A visual inspection of entrances, exits, stairways, and ramps;

6.3.c. A visual inspection of the grounds around and/or inside the ride or attraction;

6.3.d. A functional test of all communication equipment necessary for the operation of the ride or attraction;

6.3.e. An inspection or test of all automatic and manual safety equipment;

6.3.f. An inspection or test of the brakes, including service brakes, emergency brakes, parking brakes, and back stops;

6.3.g. A visual inspection of any fencing, guarding, and barricades;

6.3.h. A visual inspection of the ride or attraction structure;

6.3.i. A visual inspection of electrical equipment and wiring;

6.3.j. A visual inspection to ensure that all belts, sprockets, gears, pinch points, open holes, etc., are guarded in accordance with §29 CFR 1910.219 (Mechanical Power Transmission Apparatus);

6.3.k. The ride or attraction shall be operated for a minimum of two (2) complete operating cycles for each inspection. A complete cycle shall include operation of all passenger-carrying equipment. If the amusement ride or attraction's manufacturer requires more than the minimum of two (2) complete operating cycles, the manufacturer's requirements shall be followed;

6.3.l. A visual inspection of all pins and fasteners; and

6.3.m. A visual inspection of all blocking and shoring.

6.4. Following any unscheduled cessation of operation necessitated by malfunction, adjustment, environmental conditions, mechanical, electrical, operational or structural modification, the operator of the amusement ride or attraction shall immediately unload the ride or attraction and appropriately inspect the device or the specifically affected element and shall operate the ride or attraction without passengers to determine that the cause for cessation of operation has been corrected and does not create an operational or safety hazard.

6.4.a. The owner, operator, or agent shall fully document any unscheduled cessation of operation, including the identification of the ride or attraction, the name of the operator or operator's assistant operating the ride or attraction during the unscheduled cessation, and a complete description of the incident, including the date, time, weather conditions, location, ride speeds, number of passengers, etc.

6.4.b. The owner, operator, or agent shall retain the incident documentation for at least 7 years from the date of the incident.

6.5. The Commissioner's representative or the special inspector shall immediately notify in writing, the amusement ride or attraction owner, operator or agent, the sponsor of the fair or carnival, and the owner of the land upon which the fair, amusement park or carnival is located if he or she finds that the amusement ride or attraction presents an imminent danger. If the amusement ride or attraction is not immediately removed from service, the inspector shall immediately report the imminent danger by telephone to the Commissioner. The Commissioner may obtain a temporary or permanent restraining order when necessary to protect the public from injury.

6.6. The owner, operator or agent of any amusement ride or attraction which, during the course of its operation, is involved in an accident which results in a fatality or serious injury shall report the fatality or injury to the Commissioner within twenty-four (24) hours of its occurrence. The report shall include the full identifying data of the injured persons, the hospital where treatment was rendered, the type of injuries, the amusement ride or attraction involved, the owner, operator or agent and the amusement ride or attraction operator and assistant and any other information pertaining to the events leading up to, the nature of and the outcome of the accident as well as the status of the amusement ride or attraction involved in the accident.

6.6.a. Any amusement ride or attraction that is involved in an accident in which a fatality or serious injury occurs shall immediately be shut down and the accident scene left intact as at the time of the accident. Any amusement ride or attraction which has caused, contributed to, or has been damaged during an accident in which a fatality or serious injury occurs shall not be removed from the accident site until written permission to do so is given by the Commissioner. The owner, operator or agent shall collect the information required by subsections 6.1 through 6.6 of this rule and ensure the availability of the operator or operator assistant operating the ride or attraction at the time of the accident to the Commissioner, the division or special inspector.

6.6.b. A person may not dismantle, alter or remove any amusement ride or attraction which has been involved in an accident without the written permission of the Commissioner.

6.6.c. All accident records shall be retained for a period of not less than seven (7) years from the date of the accident. A person may not alter, remove, destroy or in any way modify any record required by this rule.

6.6.d. The Commissioner may permanently revoke the operating permit of any amusement ride or attraction owner, operator or agent found to have violated the provisions of this section.

§42-17-7. Miscellaneous Safety Requirements for Amusement Rides and Attractions.

7.1. Electrical systems.

7.1.a. The following wiring systems are acceptable:

7.1.a.1. A Three Phase Five Wire System grounded at the power source and constructed in accordance with the 1984 National Electrical Code. Compliance with the requirements of any later edition of the National Electrical Code shall be

accepted by the Commissioner as compliance with this Section; and

7.1.a.2. A Single Phase Four Wire System grounded at the power source and constructed in accordance with the 1984 National Electrical Code. Compliance with the requirements of any later edition of the National Electrical Code shall be accepted by the Commissioner as compliance with this Section.

7.1.b. For amusement rides and attractions in which water is a major medium, ground fault interruption circuitry shall be provided for wiring systems of 240 volts or less, or 30 amps or less.

7.1.c. All electrical equipment and devices shall be guarded against access by unauthorized persons.

7.1.d. For dark rides and attractions, the track or buss supplying voltage to the individual cars shall be maintained at 30 volts or less potential.

7.2. Structural.

7.2.a. All amusement rides and attractions shall be guarded against access by unauthorized personnel into the area of operation.

7.2.b. One A B & C fire extinguisher of at least 10 lb. capacity shall be placed on all generator units and fuel-powered amusement rides and attractions.

7.2.c. There shall be a minimum of six (6) feet between fences, when a fence is attached to a portion of a ride containing an electrical device. Where the electrical device is 240 volts or less, or 30 amps or less and equipped with ground fault interruption circuitry, the minimum distance required by this subdivision does not need to be maintained. Common fences are acceptable under other conditions.

7.2.d. Dark rides and attractions require a minimum of one (1) smoke and fire detector per five hundred (500) square foot area and a ten (10) pound fire extinguisher shall be located at all entrances and exits and at any operator station not located directly at an entrance or exit.

7.3. Amusement ride or attraction operation.

7.3.a. The owner, operator or agent shall not allow any ride or attraction operator under the influence of any illegal drug, narcotic or alcohol to operate or assist in the operation of the amusement ride or attraction. Further, any ride or attraction operator or his or her assistant who is under a doctor's care and who has been prescribed any medication that could affect his or her safe operation of the ride shall report this information to his or her employer, immediately.

7.3.b. When requested, the operator shall halt an amusement ride or attraction and allow passengers desiring to disembark to do so.

7.3.c. The owner shall have no fewer than one (1) operator per amusement ride or attraction. However, at no time shall the number of operators be less than that required or recommended by the amusement ride or attraction manufacturer for the safe operation of the amusement ride or attraction.

7.3.d. The owner shall not allow an operator to leave the controls during the operation of an amusement ride or attraction and shall not allow assistants to leave their assigned stations during the operation of the amusement ride or attraction.

§42-17-8. Insurance.

8.1. Before any permit can be issued, the owner shall file with and have accepted by the Commissioner an approved Certificate of Insurance against liability for injury to persons arising out of the use of an amusement ride or attraction to be in an amount not less than that specified by W. Va. Code §21-10-12.

8.2. Evidence of insurance may be:

8.2.a. A policy of insurance procured from one or more insurers acceptable to the Insurance Commissioner of West Virginia either:

8.2.a.1. Licensed to transact insurance in West Virginia; or

8.2.a.2. Approved as a non-admitted surplus lines carrier for risks located in this State; or

8.2.b. Cash or other security acceptable to the Commissioner of Labor.

8.3. The Commissioner shall not accept any policy of insurance unless it obligates the insurer to give written notice to the Commissioner thirty (30) days before any proposed cancellation, suspension or non-renewal of the policy. The Commissioner shall make available upon request an approved endorsement form.

§42-17-9. Permit Required.

Before beginning operation of any amusement ride or attraction in West Virginia, the owner of the amusement ride or attraction shall apply in writing to the Commissioner for a permit to operate. All permits to operate expire annually on the thirty-first day of December of each year.

§42-17-10. Permit Application Requirements.

10.1. Each application for a permit must be received by the Commissioner not less than fifteen (15) days before the first intended date of use. Amendments to the application must be received by the Commissioner no less than twenty-four (24) hours before the first intended date of use of the amusement ride or attraction.

10.2. Each permit application shall include the following information:

10.2.a. The name of the owner of the amusement ride or attraction;

10.2.b. The address of the owner;

10.2.c. The name of the state under whose laws the owner is incorporated;

10.2.d. The make, model, and serial number of the amusement ride or attraction and the name and address of the manufacturer;

10.2.e. Acceptable evidence of the liability insurance policy, bond, or other security covering the amusement device. The Commissioner may, at his or her discretion, require submission of the complete copy of insurance;

10.2.f. An inspection report by a special inspector or in the alternative a request for inspection by the Division; and

10.2.g. A schedule of operation within West Virginia during the effective period of the requested permit. This schedule shall include:

10.2.g.1. The location of operation;

10.2.g.2. The amusement ride or attraction setup date;

10.2.g.3. The starting date and time of usage for the ride or attraction; and

10.2.g.4. The amusement ride or attraction disassembly date.

10.3. In addition, each application for a permit for a mobile amusement ride or attraction shall include the following information:

10.3.a. The planned schedule of appearances of the amusement ride or attraction in West Virginia, including dates and locations; and

10.3.b. The name of the sponsor or land owner at each location where use of the amusement ride or attraction is planned.

§42-17-11. Fee Schedule.

11.1. The owner, operator, or agent of an amusement ride or attraction shall apply for a new permit each year. The Commissioner will not process permit applications unless the annual permit fee is attached.

11.2. The Commissioner shall charge an annual inspection fee which must accompany the application for permit. Permit applications will not be processed unless the inspection fee is attached. If the permit applicant uses the services of an authorized special inspector, the annual inspection fee must be paid to the special inspector. The permit applicant must attach a copy of the special inspector's inspection report certifying that the inspection fee has been paid.

§42-17-12. Qualifications of Approved Special Inspectors.

12.1. A special inspector shall have:

12.1.a.. At least five years experience in amusement device maintenance and safety and have completed approved courses in materials inspection and testing and in fasteners, or in the alternative;

12.1.b. A four (4) year college degree in engineering or architecture with a minimum of twelve (12) semester hours of course work in the area of mechanics and strength of materials; and

12.1.c. Successfully completed an approved Rides Safety Inspection course within the previous two (2) calendar years.

12.2. Each applicant for approval as a special inspector shall submit with his or her annual application evidence of insurance against errors and omissions in an amount of not less than one hundred thousand dollars (\$100,000.00) per occurrence, procured from one or more insurers licensed to transact insurance in West Virginia or approved as a non-admitted surplus lines carrier for risks located in this State.

12.3. Any person applying for approval as a special inspector shall make application annually on a form to be provided by the Commissioner.