



Surf Life Saving Australia - Circular

Title:	Gear and Equipment Issue and Defect Report Form
Document ID:	Circular 76/24-25
Audience:	SLS Clubs and Services SLS Branches SLS States/Territory
From:	SLSA Coastal Safety
Date:	2 June 2025

Background

The Gear and Equipment Issue and Defect Report Form is designed for Surf Life Saving (SLS) members and services to report any problems or defects with gear and equipment. This process ensures that issues are promptly addressed with the manufacturer, maintaining high standards of safety, functionality, and quality across Australia.

How to Complete the Gear and Equipment Issue and Defect Report Form

1. Go to [Coastal Safety Portal - Jira Service Management](#)
2. [Select Gear and Equipment Issue and Defect Report Form](#) from the list of available forms.
3. Fill in the Required Details:
 - Reporter Information
 - Equipment Details
 - Issue/Defect Description
 - Impact Assessment
 - Attachments
4. Submit the Form
5. After Submission
 - You will receive a confirmation acknowledging receipt of your report.
 - The SLS Service Desk will assess the reported issue and coordinate with the manufacturer for resolution.
 - You may be contacted for additional information or updates regarding the status of your report

If you have any further questions, contact SLSA Coastal Safety Team via equipment@slsa.asn.au