

# NAARSO CERTIFICATION PROGRAM RULES

Revised November 2017

## 1. POLICY

- a. Issuance of a certification signifies that the holder has met certain requirements as set forth in the National Association of Amusement Ride Safety Officials (NAARSO) rules. The Inspection certification only recognizes that the individual possesses a certain level of knowledge required to perform an amusement ride inspection. The Limited Specialty certification only recognizes that the individual possesses a certain level of knowledge to perform inspections on devices such as inflatables and other specialty amusement devices. The Operations certification only recognizes that the individual possesses a certain level of knowledge in the area of amusement ride operations. The Certificate does not certify any action performed by an individual holding a NAARSO certification. NAARSO neither employs nor supervises the certificate holder. Proper performance of the duties assigned to a certificate holder is the responsibility of the certificate holder and the employer.

## 2. CERTIFICATION BOARD

- a. There shall be a Certification Board (the Board) to create, supervise, and administer an Amusement Ride and Device Certification Accreditation Program. The Board shall consist of not less than nine (9) voting members of NAARSO who shall be appointed by the President and approved by the Board of Directors. The current President shall appoint associate non-voting members of the board for the purpose of administering the examination. The current Executive Director and Administrative Assistant(s) of NAARSO shall be included as additional non-voting members of the Board. The Current President shall appoint a Chairman who will serve at the discretion of the President and the Board of Directors. The current President shall serve as an Ex-Officio member of the Board.
- b. The Board shall develop a uniform standard for administering the examination(s) which shall be available at least once per year.
- c. The members of the Board shall serve without compensation, except as stated in 2d, but may be reimbursed for expenses incurred in attending meetings or in performance of their duties as a member of the Board.
- d. Examination Administration Fees:
  - i. At a location where only the examination has been requested and where proctors will be brought in to administer the examination, NAARSO may charge a minimum fee of \$2,500.00 (Two Thousand Five Hundred US Dollars) in addition to any applicable test or membership fees. The requesting entity shall provide in writing the date, time, location and approximate number of exam applicants at least thirty (30) days in advance of the examination date.

- ii. At locations where there is NAARSO approved training sessions being held, there may be a daily fee charged for proctors for the day of the examination and for travel expenses to and from the examination location. This will be in addition to any test or membership fees.

e. The following schedule of examination and renewal fees shall be used:

i. Examination, Certification and Renewal Fee (Non- Member)	\$160.00
ii. Examination, Certification and Renewal Fee (Current- Member)	\$55.00
iii. Level III Inspector Certification Application Fee	\$100.00
iv. Level III Inspector Certification Renewal Fee	\$55.00
v. Supervisor Endorsement Application and Renewal Fee	\$15.00
vi. Instructor Endorsement Application and Renewal Fee	\$15.00
vii. Certificate Replacement Fee	\$20.00
viii. Certification Card Changes or Replacement Fee	\$20.00

- f. The Board shall meet no less than twice each year, once during the annual Safety Forum and once at a time to be announced by the Board Chairman with adequate notice. The secondary meeting may be held in person or via electronic meeting recesses. A quorum for conduction of Board business shall consist of two-thirds (2/3) of the voting members. Members of the Board who miss two (2) consecutive Board meetings without prior approval of the Chairman and the NAARSO President shall be removed from the Active Board roster.

### 3. EXAMINATION

- a. The examination shall be in writing and shall be conducted by members of the Board, with a least two (2) members present at all times during the examination. In the event that two members are not available, the President may appoint an alternate proctor.
- b. The lead proctor shall be a Board member. The alternate proctor shall hold a level II, or higher certification for the exam being offered.
- c. The examination shall be confined to questions which will aid in determining the applicant's basic knowledge of the amusement industry and inspection or operation fundamentals. The examination shall be prepared and administered by the Board.
- d. The various Inspection examination levels shall include but not be limited to general, mechanical, electrical, hydraulic, ride safety knowledge, and advanced knowledge. The advanced knowledge shall be appropriate to the level of examination and may include operation, inspection, maintenance, and repair of amusement rides and devices.
- e. The Operations examination shall include but not be limited to applicable ASTM standards, documentation, signage, ride training, evacuations, weather

preparedness, blood borne pathogens, as well as other topics relevant to the safe operation of amusement rides and devices.

- f. The examination will only be given on dates and at locations approved by the Board.
- g. Results of the examination shall be confidential and conveyed to applicants in writing within sixty (60) days of the examination. Notification of results will indicate only PASS or FAIL. Results are available only to Board members and individual applicants. Unsuccessful applicants may not be retested for at least one hundred, eighty (180) days from the date of the applicant's most recent examination.

#### 4. REQUIREMENTS FOR CERTIFICATION AND CERTIFICATION RENEWALS FOR AN INSPECTOR OF AMUSEMENT RIDES AND DEVICES

##### a. LIMITED SPECIALTY CERTIFICATION

- i. Applicants for Limited Specialty certification shall satisfy the requirements of this section.

In order to take the NAARSO Certification Examination, the applicant shall meet the following qualifications:

1. A high school diploma, GED or the equivalent, plus one (1) year employment within the past three years in the design, manufacture, maintenance, repair, operation or inspection of amusement rides and devices  
  
OR  
Three (3) years of employment within the past five (5) years in the design, manufacturer, maintenance, repair, operation or inspection of amusement rides or devices.
2. Provide written verification from employer or qualified sponsor that all information provided on application is true and correct.
3. Applicants must possess the ability to read, write, and comprehend the English language.
4. All applicants must pass a written examination as referenced in Section 3.

##### b. LIMITED SPECIALTY CERTIFICATION RENEWAL

- i. Limited Specialty inspectors must obtain at least ten (10) hours of NAARSO approved formal training during their certification period of two (2) years to retain a Limited Specialty Inspector Certification, as referenced in 4.b. Examination  
May not be retaken to circumvent the training requirement within three (3) years of issuance of certification.

- ii. Any or all of the criteria for recertification may be waived, postponed, or suspended by the Certification and Examination Board upon written request for consideration by a certificate holder.

c. LEVEL I (BASIC) INSPECTOR CERTIFICATION

- i. Applicants for Level I (Basic) certification shall satisfy the requirements of this Section.
- ii. In order to take the NAARSO Inspector Certification Examination, the applicant shall meet the following criteria:
  - 1. A high school diploma, GED, or the equivalent, plus one (1) year employment within the past three (3) years in the design, manufacturer, maintenance, repair, operation, or inspection of amusement rides and devices

OR

  - Three (3) years of employment within the past five (5) years in the design, manufacture, maintenance, repair, operation or inspection of amusement rides or devices.
  - 2. Provide written verification from employer or qualified sponsor that all information provided on application is true and correct.
  - 3. Applicants must possess the ability to read, write, and comprehend the English language.
  - 4. All applicants must pass a written examination as referenced in Section 3.

d. LEVEL I (BASIC) INSPECTOR CERTIFICATION RENEWAL

- i. All Level I (basic) inspectors must obtain at least 3.2 continuing education units (CEUs) or 32 hours of NAARSO approved formal training during their certification period of two (2) years to retain a basic inspector certification as referenced in Section 4.
- ii. Examinations may not be retaken to circumvent the training requirements within three (3) years of the issuance of a certification.
- iii. Any or all of the criteria for recertification may be waived, postponed or suspended by the Certification and Examination Board upon written request for consideration by a certificate holder.

e. LEVEL II (ADVANCED) INSPECTOR CERTIFICATION

- i. Applicants for Level II (Advanced) Inspector certification shall satisfy the requirements of this section. This level is obtained through a combination of testing and experience.

ii. In order to take the NAARSO Inspector Certification Examination, The applicant shall meet the following criteria:

1. Applicants must possess a current NAARSO Level I Inspector Certification. (Basic)
2. Applicants must possess verifiable documentation of five (5) years of employment and current employment in the design, manufacture, maintenance repair, operation or inspection of amusement rides and devices.
3. Applicants must possess the ability to read, write and comprehend the English language.
4. All applicants must pass a written examination as referenced in 3.b, which covers advanced topics in areas such as, but not limited to, welding, electrical, hydraulics pneumatics, or non destructive testing of amusement rides and devices.
5. All applicants must provide proof of successful completion of at least 3.2 continuing education units (CEUs) or 32 hours of NAARSO approved formal training as referenced in 4.b within the past twenty-four (24) months prior to applying to take the examination.

f. LEVEL 11 (ADVANCED) INSPECTOR CERTIFICATION RENEWAL

- i. All Level II (Advanced) inspectors must obtain 3.2 continuing education units (CEUs) or 32 hours of NAARSO approved formal training during their certification period (two (2) years to retain the Level II (Advanced) certification as referenced in 4.b.
- ii. Any or all of the criteria for recertification may be waived, postponed, or suspended by the Certification and Examination Board upon written request for consideration by a certificate holder.

g. LEVEL III (SENIOR) INSPECTOR CERTIFICATION

- i. All Level III (Senior) Inspector Certification holders are required to demonstrate a commitment to the amusement industry, diverse knowledge of codes and standards, as well as a high level of self initiative.
- ii. Level III (Senior) Inspector Certificate holders are expected to support NAARSO to the extent of their collective knowledge and use their energy and substance in the areas of training and instruction to advance the NAARSO philosophy of "Safety Through Communication."
- iii. Applicants for Level III (Senior) Inspector certification shall satisfy the

requirements of this section. The senior level is obtained through a combination of experience and training beyond the Level II (Advanced) Inspector Certification. All of the following requirements must be met:

1. Must possess a current NAARSO Level II (Advanced) Inspector certification.
2. Must be a current NAARSO member in good standing.
3. Must have verifiable documentation of ten (10) years of experience in the design, manufacture, maintenance, repair, operation, or inspection of amusement rides and devices.
4. Must have worked in the amusement ride and device industry a minimum of three (3) years out of the past five (5) years.
5. Must be currently employed primarily in the design, manufacture, maintenance, repair, operation, or inspection of amusement rides and devices.
6. Must possess a high level of knowledge, education, and experience related to the amusement ride and device industry which may be verified by testing.
7. Be approved by no less than two-thirds (2/3) of the voting members of the Board.
8. Have a minimum of eighty (80) hours of accredited amusement ride safety training within the past four (4) years with verifiable documentation.
9. Applicants must present a short essay outlining what they have done to comply with the stated requirements, along with a list of your goals and accomplishments to promote the Level III philosophy of "Safety Through Communication".
10. If an applicant has not previously instructed at a NAARSO approved school, or served as an officer or committee member within the NAARSO organization, applicants must submit an original idea with outline for a one (1) hour industry related safety training class.
11. Applicants must submit at least five (5) original, multiple choice questions for either the Level I or Level II Inspector examination with answers and source documentation. (NOTE: If questions contain graphics, applicants must supply the graphics in an acceptable electronic format.)
12. Applicants must have two (2) current Level III Inspector certification holders review the application and supporting documentation and sign as sponsors for the applicant prior to presenting the packet to the Certification and Examination Board for consideration.

#### h. LEVEL III INSPECTOR CERTIFICATION RENEWAL

- i. All Level III Inspector certificate holders must obtain at least 3.2 continuing

education units (CEUs) or 32 hours of continuing education at a NAARSO Safety Forum, Outreach Training Session, or a NAARSO approved Safety Training Seminar during the certification period (two (2) years) to retain the Level III (Senior) Inspector Certification. On-line modules will not be accepted for Level III renewals.

- ii. All Level III Inspector certificate holders must maintain their NAARSO membership without lapse to retain their certification.
- iii. All Level III Inspector certificate holders must remain active in the amusement industry.
- iv. Any or all of the criteria for recertification may be waived, postponed, or suspended by the Certification and Examination Board upon written request for consideration by a certificate holder.
- v. Any Level III Inspector certificate holder who cannot or does not wish to meet the requirements for Level III Inspector certification renewal, may submit a written request to the Certification and Examination Board to be reduced to a Level II Inspector Certification as long as all requirements are met for the criteria established herein for the Level II Inspector certification. A return to a Level III (Senior) Inspector Certification requires a full Level III (Senior) application process.

i. ENDORSEMENTS

i. INSTRUCTOR ENDORSEMENT

- 1. Applicants must possess a current Level II (Advanced) Inspector or Level III (Senior) Inspector certification.
- 2. Applicants must provide documented proof of a minimum of sixteen (16) hours of formal education on how to conduct training or provide a minimum of sixteen (16) hours of formal instruction at a NAARSO approved amusement ride safety training program.
- 3. Applicants must be approved by the Board.

ii. INSPECTOR SUPERVISOR ENDORSEMENT

- 1. Applicants must possess a current Level II (Advanced) Inspector or Level III (Senior) Inspector certification.
- 2. Applicants must provide documented proof of their supervisory responsibilities for amusement ride inspectors.



3. Applicants must provide documented proof of a minimum of twenty-four (24) hours of formal education on management or management related issues.
4. Applicants must be approved by the Board.

6. REQUIREMENTS FOR CERTIFICATION AND CERTIFICATION RENEWALS FOR OPERATIONS OF AMUSEMENT RIDES AND DEVICES

a. OPERATIONS LEVEL I (BASIC)

- i. Applicants for Operations Level I (Basic) shall satisfy the requirements of this section.
- ii. In order to take the NAARSO Operations Certification Examination, the applicant shall meet the following qualifications:
  1. A high school diploma, GED, or the equivalent, plus one (1) year employment within the past three (3) years in the design, manufacturer, maintenance, repair, operation, or inspection of amusement rides and devices  
  
OR  
  
Three (3) years of employment within the past five (5) years in the design, manufacture, maintenance, repair, operation or inspection of amusement rides or devices.
  2. Provide written verification from employer or qualified sponsor that all information provided on the application is true and correct.
  3. Applicants must possess the ability to read, write, and comprehend the English language.
  4. All applicants must pass a written examination as referenced in Section 3.
  5. All applicants must have completed 16 hours of NAARSO approved Operations courses within two (2) years prior to taking the exam.

b. OPERATIONS LEVEL I (BASIC) RENEWAL

- i. All Level I (Basic) Operations certification holders must obtain 3.2 continuing education units (CEUs) or 32 hours of NAARSO approved formal training during their certification period (two (2) years) to retain an



Operations certification as referenced in 4.b. Examination may not be retaken to circumvent the training requirement within three (3) years of issuance of certification.

- ii. Any or all of the criteria for re-certification may be waived, postponed, or suspended by the Certification and Examination Board upon written request for consideration by a certificate holder.

c. LEVEL II (ADVANCED) OPERATIONS CERTIFICATION

- i. Applicants for Level II (Advanced) Operations Certification shall satisfy the requirements of this section. This level is obtained through a combination of testing and experience.
- ii. In order to take the NAARSO Operations Certification Examination, the applicant shall meet the following criteria:
  - 1. Applicants must possess a current NAARSO Level I (Basic) Operations Certification.
  - 2. Applicants must possess verifiable documentation of five (5) years of employment and current employment in the operation of amusement rides and devices.
  - 3. Applicants must possess the ability to read, write, and comprehend the English language.
  - 4. All applicants must pass a written examination as referenced in Section 3.
  - 5. All applicants must provide proof of successful completion of at least 3.2 continuing education units (CEUs) or 32 hours of NAARSO approved formal training as referenced in 4.b within the past twenty-four (24) months prior to applying to take the examination. At least 16 of these 32 hours must be NAARSO approved Advanced Operations classes.

d. LEVEL II (ADVANCE) OPERATIONS CERTIFICATION RENEWAL

- i. All Level II (Advanced) inspectors must obtain 3.2 continuing education units (CEUs) or 32 hours of NAARSO approved formal training during their certification period (two (2) years to retain the Level II (Advanced) certification as referenced in Section 4.
- ii. Any or all of the criteria for recertification may be waived, postponed, or suspended by the Certification and Examination Board upon written request for consideration by a certificate holder.

## 7. CERTIFICATION FILE

- a. A certification file shall be maintained on each examination applicant. It will include but not be limited to the following:
  - i. Certification applications with required supporting documentation.
  - ii. Examination answer sheets
  - iii. Proof of continuing education

## 8. CERTIFICATION REVOCATION

- a. A holder of a certification may have their certification revoked for violating the program rules or the NAARSO Code of Professional Conduct.
- b. Revocation of a certification may result in prohibition from participation in any aspect of the NAARSO Certification Program in the future.

# **AMUSEMENT RIDE INSPECTOR AND OPERATIONS CERTIFICATION EXAM ADMINISTRATIVE PROCEDURES & GENERAL INFORMATION**

## **APPLICATION/ REGISTRATION FOR EXAMINATION**

**Application:** An applicant must apply for the examination by completing the appropriate application provided by NAARSO, providing the required documentation and paying the appropriate fee. The applicant will then receive an "Admittance Card" at the site of the examination

**Admittance:** All applicants must present their "Admittance Card" and one additional photo ID card indicating applicants name to the Administrator at the exam site registration desk. (A photo ID card may include state issued identification such as a driver's license or an employee identification card with a photo.)

Should the applicant not provide all the required documentation or provide inaccurate or false documentation, the result of the examination will be voided.

## **THE EXAMINATION ROOM**

It will be the responsibility of the examination proctors to prepare the room for the examination. In addition, examination proctors will be responsible for the security of the examination room during the entire examination period. At least two (2) members of the Certification and Examination Board must be present at the examination location at all times during the entire examination period.

Properly registered applicants and proctors will be the only individuals permitted in the examination room during the examination period.

No books, manuals, tablets, briefcases, personal calculators, electronic devices, etc, will be permitted in the examination room. Any items brought into the examination such as coats, hats, etc shall be placed in the designated area by the proctors. You will be provided with pencils, calculators, and scratch paper. Cellular phones must be turned *off* and left outside the examination room or at the main table with a proctor.

Once an applicant has entered the examination room, the applicant will only be permitted to leave the room one (1) time during the examination period. Test booklet(s), answer sheets, calculator, and scratch paper must remain in the examination room. An applicant shall leave the examination room upon completion of the examination. The applicant must present their test booklet, answer sheets, calculator, and all scratch paper to the proctor in the examination room before leaving. All appropriate information must be provided on test booklet(s) and answer sheets. Failure to provide required information may result in failure of the examination. Once an applicant has exited the examination room, the applicant will not be permitted to re- enter until the end of the examination period.

At the end of the specified examination period, the proctors will collect the remaining test booklets, answer sheets, calculators, and scratch paper and clear the room.

## **EXAMINATION ROOM REGULATIONS**

No talking during the examination, no smoking, eating, or drinking in the examination room. Applicants are to sit at designated seating only. Applicants must remain seated at all times. No wandering around the room. Accepted academic decorum is expected of all applicants at all times. Failure of an applicant to follow any of the examination procedures/policies, or an applicant who conducts oneself in an inappropriate manner will be "excused from the examination, without completion." Any applicant so "excused" will fail the exam and forfeit all fees associated with the examination process, and be required to begin the process anew.

## **POST EXAMINATION**

All completed examinations will be graded by the members of the Certification and Examination Board or their designee. The results of the examination, the completed answer sheets, the application form, and any other necessary documentation will be maintained in the applicant's permanent file by NAARSO.

The applicant will be informed, in writing, of their success or failure of the examination. It will be the responsibility of each applicant to provide all additional information to NAARSO for completion of the applicant's certification file. Failure to provide required documentation may delay the receipt of examination results.

Unsuccessful applicants may not be retested for at least one hundred, eighty (180) days from the date of the examination.

## **THE EXAMINATION ITSELF**

### **LIMITED SPECIALTY CERTIFICATION**

The examination shall consist of seventy-five (75) questions on general knowledge, mathematics, sciences, general practices, basic ride knowledge, etc, which must be passed by a score of at least 75% correct. Subjects may include, but are not limited to questions relating to:

The ability to read and understand basic mathematical calculations

Measurement conversions - US to Metric, etc.

Electrical components and their function

General mechanical comprehension

General science principles

Basic tools and workshop knowledge

Blocking Bracing Shoring Wire rope

Fasteners - types, grades, proper use (U.S. &

Metric) Seat Restraints

Hydraulics/pneumatics

Applicable safety codes and standards  
Accepted industry practices  
Electrical systems - U.S. & European  
Inspection practices/procedures  
Ride operations  
Signage

## **LEVEL I (BASIC) INSPECTOR CERTIFICATION**

The examination shall consist of one hundred, fifty (150) questions which must be passed by a score of at least 75% correct. The test is made up of questions based on general knowledge, mathematics, sciences, general practices, and additional questions which specifically apply to amusement rides. Any particular examination will consist of most or all of the questions categories.

**General knowledge subjects may include, but are not limited to, questions relating to:**

Word knowledge

The ability to read and understand basic mathematical calculations  
Measurement conversions - U.S. to Metric, etc  
Electrical components and their function  
General mechanical comprehension  
General science principles  
Basic tools and workshop knowledge

**Ride Inspection knowledge subjects may include, but are not limited to, questions relating to:**

Blocking/bracing  
Shoring  
Wire rope  
Fasteners - types, grades, proper use, U.S. & Metric, etc  
Seat restraints  
Welding practices/procedures  
Non-destructive testing  
Hydraulics/pneumatics  
Applicable safety codes and standards  
Acceptable industry practices  
Electrical systems - U.S. & International  
Inspection practices / procedures  
Ride operations  
Signage

## LEVEL II (ADVANCED) INSPECTOR CERTIFICATION

The examination shall consist of one hundred, fifty (150) questions which must be passed by a score of at least 80% correct. Many of the questions are in the same categories as stated in the Level I Inspector examination, but are considered more difficult by the Examination Board. Any particular examination will consist of most or all of the question categories.

The scope of questions which may be included:

**Understanding Job Information** - Inspectors have to read training material, ride Manuals, ride bulletins, and information sheets all during their careers. It is very important for them to understand what they read. Some questions test your ability to read and understand job information.

**Recall of Details** - Some questions test your ability to recall details of a technical paper or manual you have read.

**Judgment and Reasoning** - Some questions test judgment in a situation that an inspector may face on the job.

**Understanding Mechanical Devices** - Some questions test your ability to understand general mechanical devices. Other questions test your knowledge of tools and equipment an inspector may be called upon to use.

**Dealing with Other People** - Inspectors must deal with the public during inspections, during administrative functions, and during investigation. As public servants, or representatives of other businesses an inspector should treat people with courtesy and respect. Some questions present problem situations in which inspectors have to deal with other people.

**Basic mathematics and science** - Some questions test an inspectors understanding of basic mathematics and general science, and the ability to apply them to the typical inspection situation.

**Ride operations and general ride safety** - Some questions test an inspectors understanding of proper ride operational procedures and general ride safety practices.

**Foreign rides and metrics** - Inspectors usually are required to work with rides manufactured outside of the United States using metric measurements. Inspectors should understand the important differences between foreign and U.S. manufacturing practices and standards. The inspector should have a working ability to convert metric measurements to U.S. and vice-versa (given conversion formulas)

**Codes and standards** - Inspectors are usually required to have a working knowledge and understanding of various published safety codes and standards. The inspector need not memorize any code, but needs to know which code to apply in each individual circumstance.

Specialized areas - Amusement rides can be very complex, an inspector should have a basic understanding of several specialized areas. The inspector need not be a fully trained specialist in any particular field, but needs a general working knowledge of procedures, practices, and terminologies of such diverse fields including:

Welding  
Non-destructive testing  
Fasteners Mechanical  
systems Wire rope  
Blueprint symbols  
Electrical pneumatic & hydraulic  
systems Incident investigations

## **LEVEL I (BASIC) OPERATIONS CERTIFICATION**

The examination shall consist of one hundred, fifty (150) questions which must be passed by a score of at least 75% correct. The test is made up of questions based on general knowledge, general operational practices, and additional questions which specifically apply to the operation of amusement rides. Any particular examination will consist of most or all of the questions categories.

General knowledge subjects may include, but not be limited to, questions relating to:

- The ability to read and understand instructions
- Reasoning and real life problem solving
- ASTM F 770
- Documentation
- Signage
- Ride training- including checklists, inspections, guest assistance, communications, lock out/tag out, fire extinguishers, media, staff placement, correct use of equipment, ride restrictions, and special situations
- Evacuations
- Weather preparedness
- Blood borne pathogens
- Identifying at risk behavior
- Communications

## **LEVEL II (ADVANCED) OPERATIONS CERTIFICATION**

The examination shall consist of one hundred, fifty (150) questions which must be passed by a score of at least 80% correct. Many of the questions are in the same categories as stated in the Level I Operations examination, but are considered more difficult by the Board. Any particular examination will consist of most or all of the question categories.



The scope of questions which may be included:

- Understanding Job Information - Operators have to read training material ride manuals, ride
- Bulletins and information sheets all during their careers. It is very important for them to understand what they read. Some questions test your ability to read and understand job information.
- Recall of Details - Some questions test your ability to recall details of a technical paper or manual you have read.
- Judgment and Reasoning - Some questions test judgment in a situation that an operator may face on the job.
- Dealing with Other People - Operators must deal with the public during inspections, during administrative functions, and during investigation. As public servants, or representatives of other businesses an inspector should treat people with courtesy and respect. Some questions present problem situations in which inspectors have to deal with other people.
- Basic mathematics and science - Some questions test an operators understanding of basic mathematics and general science, and the ability to apply them to the typical inspection situation.
- Ride operations and general ride safety - Some questions test an operators understanding of proper ride operational procedures and general ride safety practices.
- Foreign rides and metrics -Operators usually are required to work with rides manufactured outside of the United States using metric measurements Operators should understand the important differences between foreign and U.S. manufacturing practices and standards. The operator should have a working ability to convert metric measurements to U.S. and vice-versa (given conversion formulas) Codes and standards - Operators are usually required to have a working knowledge and understanding of various published safety codes and standards. The operator need not memorize any code, but needs to know which code to apply in each individual circumstance.

## **GENERAL EXAMINATION INFORMATION**

The questions will be multiple choice with four (4) possible answers. You will be asked to mark your answer by darkening the circle corresponding with your answer number and letter on the answer sheet.

Do not write your name on the test booklet(s) or answer sheets. You will be asked to write the date, your ID number, and test card number on the test booklet(s) and answer sheets.

The members of the Examination Board who grade the exam will not know to whom answer sheets belong.

No questions will be asked regarding a specific amusement ride or manufacturer. Thus you

need not have experience or knowledge of all the various rides in use.

## **BASICTEST TAKING PROCEDURES**

Although not impossible, it is impractical to "Study" or "Cram" for this test. Your general knowledge was gained through many years of "life" or "job" experience. Your ride inspection or operations knowledge is gained through on the job training, self study with ride manuals, and other ride information, and with training seminars such as those sponsored by NAARSO , AIMS and others.

These helpful hints and tips are provided to aid you in taking the Certification Examination:

- Be certain to bring your eyeglasses if you need them for reading.
- Bring a watch to help you budget your time. Be certain you know the amount of time you have for the test.
- Arrive at the test site well before the scheduled time for the exam.
- Refrain from drinking excessive amounts of liquid before the test. Going to the restroom during the test wastes valuable time.
- Do not bring any supplies with you. Pencils, a calculator and scratch paper will be provided.
- Be confident and calm. A certain amount of anxiety is not only normal but is highly desirable. You will not be at your best if you are completely relaxed. Check your watch and apportion your time intelligently. Give your test your complete attention. Concentrate solely on the task before you answer.
- Listen carefully to all oral instructions for taking the test and marking the answer sheets. If you don't understand the instructions or directions, raise your hand and ask the proctor for clarification. Failure to follow instructions or directions can only result in a loss of points.
- When the signal is given to begin the test, start with the first question. Don't jump to conclusions Carefully read the questions and all of the possible answers before making your selection. Work steadily and quickly but not carelessly.
- Do not spend too much time on any one question. If you can't figure out the answer in a few seconds, go on to the next question. If you skip a question, be sure to skip the answer space for that question on the answer sheet. Continue in this fashion through the test, answering only those questions that require little time and of which you are certain.
- Make certain that the number of the question you are working on in the test booklet corresponds to the number of question you are marking on the answer sheet. It is a good idea to check the numbers of the questions and answers frequently. If you skip a

question but fail to skip the corresponding answer blank for that question, all your answers after that will be in the wrong place.

- After you have answered every question you know, go back to the more difficult questions you skipped and attempt to answer them. If you are still unsure of the correct answer, make an "educated" guess, if time permits. If the time remaining is short, guess "blindly", but be sure to answer all the questions in the test.
- If time permits, recheck your answers for errors. If you find that your initial response is incorrect change it to the correct answer, making sure to erase completely.

**IF YOU MARK MORE THAN ONE ANSWER PER LINE ON THE ANSWER SHEET, THAT QUESTION WILL AUTOMATICALLY BE WRONG.**

**THE EXAMINATION BOARD WISHES YOU SUCCESS ON YOUR  
CERTIFICATION EXAMINATION, GOOD LUCK!**