

EASY
ACCESS Co.



Reach it the **easy** way

WORK PLATFORMS

OPERATIONAL SAFETY AND ASSEMBLY INSTRUCTIONS FOR PORTABLE SAFETY STAIRS

PORTABLE SAFETY STAIRS



Users of Easy Access **Portable Safety Stairs** please read the following instructions carefully and do not use the stair until the instructions have been read and understood.

The **Portable Safety Stair** is designed and manufactured to the requirements of and AS/ NZS 1576:1-2010 & 3-2015.

Any operator expected to use or install the Stair should have received training in its safe use and have conducted a risk assessment prior to use.

There is further general information on safe working at heights in the following websites: www.workcover.nsw.gov.au & www.dol.govt.nz/worksafe/

FREEPHONE 0800 394 222

sales@easyaccess.co.nz www.easyaccess.co.nz

EASY
ACCESS Co.



Reach it the **easy** way

MAINTENANCE

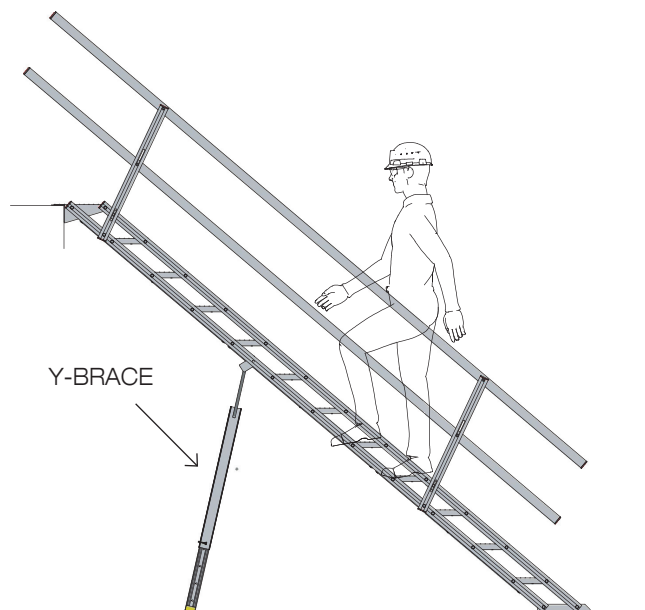
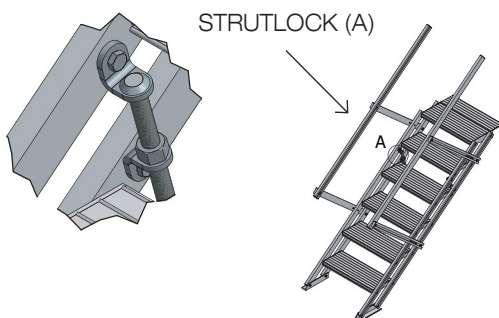
- The Portable Safety Stair should be checked monthly for damage such as dents, stress cracks, weld cracking, buckling, missing components, damaged hardware and the like. Details of checks should be recorded in the company's plant maintenance records.
- If any of the above defects are discovered these should be immediately reported to the workshop manager/site supervisor for replacement or repair. Use of the Safety Stair should be discontinued until it has been cleared safe for use.
- Check that the step pivot bolts/nuts are secure before each use. Ensure there are at least 2 turns of bolt thread visible beyond the nylon nuts. Note; nuts must not be over-tightened as this will reduce the adjustability of the stair.
- Ensure each step is kept clean of rubbish and grease etc. Clean it regularly with a standard cleaning agent and water.

All replacement components used in Portable Safety Stairs must be supplied by Easy Access Company.

OPERATION

- Place the stair on the support surface with the top step facing the fixing location.
- Remove the wing-nut from the hand tightened bolt in the upper stringer and remove the bolt.
- Slide the bolt into the slot in the handrail post and through the hole in the upper stringer. Ensure the head of the bolt fits into the groove in the handrail post extrusion.
- Slide the nylon washer over the bolt and reattach the wing-nut. Do not tighten the wing-nut at this time.
- The above steps are to be completed on each handrail post.
- Using two people each side of the stair, raise the top step end of the stair and place it on to the fixing location. Adjust the angle of the steps to ensure they are level and the notch in the top step fits firmly onto the support position. Note; the top step fixing area must be a rigid surface e.g. steel beam, concrete or timber (minimum 100 x 50mm). It must not be an earth or gravel edge.
- The standard angle of slope range for a Safety stair is 30 - 45 degrees. The operator must face away from the stair when descending and maintain 3 points of contact when ascending and descending.
- The Safety stair can also be used at a 65 - 75 degree range, however, the operator must descend the stair facing it and maintain 4 points of contact during ascending and descending.
- Fix the top step onto the support rail using either timber coach screws (minimum M10 x 50mm), Bolts (minimum M10, 8.8) or concrete sleeve anchors (minimum M10 x 50mm). Note: The Safety stair requires a minimum of four fixings to the top support surface and two at the base.
- Fix the base angle brackets into the support surface using the same fastenings as the top step. Note; compacted gravel may be used as a base support surface. In this instance drive a minimum 300mm length of Rebar through the hole in the base angle brackets to secure them to the support surface.
- Tighten the wing-nuts firmly onto the bolts in the handrail posts.
- If a Y-Brace is required to allow the stair safe working load to be increased, bolt it to the holes provided midway along the bottom stringer. Adjust the base leg out until it contacts the support surface. Keep the brace as vertical as possible.
- If Strutloks are fitted to the stair; swivel these into the receiving brackets with locking nut above as shown. Adjust the nut to suit final stair height, locking the stair in correct position. Note: If a Safety stair is fitted with Strutlocks it requires a minimum of two fixings to the top support surface.

Your stair is now ready for use.



SAFETY

The manufacturer's recommended maximum safe working load limit is displayed on the Portable Safety stair and must not be exceeded at any time.

DO NOT USE THE PORTABLE SAFETY STAIR:

- If the total load will exceed the manufacturer's SWL.
- If the user is affected by alcohol or drugs.
- If any conductors of an overhead electrical powerline are less than 4mtrs from the Safety Stair.
- If the Safety Stair has not be fixed securely to the support surface according to manufacturer's instructions both at the top and base.
- If the Safety Stair handrails are not in place with bolts securely tightened.
- If the Safety Stair has not been subjected to regular maintenance checks or is known to be defective.
- When the steps are greasy or slippery and poor footing results.
- If the Safety Stair has not been installed correctly and been signed off as fit for use by the site safety supervisor or person authorized to do so.
- If the angle of slope of the Safety stair is outside the ranges mentioned in the manufacturers instructions.

STORAGE

Portable Safety Stairs may be stored outdoors.

THANK YOU FOR TAKING THE TIME TO READ THESE INSTRUCTIONS, AND FOR PURCHASING YOUR EASY ACCESS COMPANY PORTABLE SAFETY STAIR.

The manufacturers or supplier will not accept liability for injury or damage resulting from product failure due to misuses, abuse, faulty installation and alteration, lack of reasonable care, lack of adequate training, use not listed under these Operational Safety Instructions or any other failure not related to defects in materials or manufacture.

FREEPHONE 0800 394 222

sales@easyaccess.co.nz www.easyaccess.co.nz

EASY
ACCESS Co



Reach it the **easy** way