

Folding Indoor Scaffold

Designed to the European Standard HD1004, the Folding Room Scaffold provides the ideal platform for interior decorating and maintenance.



Code 80860

ASSEMBLY PRINCIPLES

WHEN BUILDING A BOSS TOWER:

- To comply with the Work at Height Regulations we show procedures with additional platforms and the locating of single Guardrails when building in advance of climbing onto a platform to reduce the risk of a fall. This involves moving components, but is an important procedure for your safety.
- Always stand on a Boss Platform, never on the rungs of a Frame.
- Install temporary single Guardrails prior to climbing onto platforms, from the platform staggered below. Working platforms require double Guardrails. All working levels require toeboards.
- Stagger platforms to the left or right at 1 metre intervals, which will limit the potential height of fall.
- Locate single Guardrail (Horizontal Braces) from below in advance of climbing onto the platform.

USAGE ADVICE

ERECTION

- Check that all components are on site and that they are functioning correctly.
- Check if the ground on which the mobile access tower is to be erected and moved, is capable of supporting the tower.
- The safe working load is 275 kgs (606 lbs) uniformly distributed up to a maximum of 950 kgs (2100 lbs) per tower (including self weight). This must not be exceeded.
- Do not use boxes or step ladders on the platform to gain additional height.

MOVEMENT

- The tower should only be moved by manual effort, and only from the base.
- When moving the tower, beware of live electrical apparatus, particularly overhead, plus wires or moving parts of machinery.
- No personnel or materials should be on the tower during movement.

DURING USE

Beware of open ended buildings which can cause funneling effect.

- Do not abuse equipment. Damaged or incorrect components should never be used.
- The assembled tower is a working platform and should not be used as a means of access to other structures.
- Beware of horizontal forces (eg power tools) which could generate instability. Maximum horizontal force 20 kg.
- Mobile towers are not designed to be suspended - please refer to your supplier.

MAINTENANCE

- All components and their parts should be regularly inspected to identify damage, particularly to welds. Lost or broken parts should be replaced, and any tubing with indentations greater than 5mm should be put to one side for manufacture repair. Adjustable leg threads should be cleaned and lightly lubricated to keep them free running.

SCAFFOLD SAFETY

Never overload the scaffold. The work platform's maximum safe working load is 275kg and **MUST NOT BE EXCEEDED**.

Never lean anything against the scaffold and never use it for jobs that exert repetitive or excessive force. Lateral forces over 198N – equivalent to a 20kg weight – make it unstable.

Never use boxes, steps etc to gain extra height and never reach too far out to one side.

Never move a scaffold with personnel, tools or material, always clear the platform.

Ensure the ground over which the scaffold is to be moved is flat, level, firm enough to bear its weight, and well away from hazards.

Once in place, re-lock the brakes.

Don't take chances. If the scaffold cannot be moved safely for any reason, dismantle it and rebuild in the new location.

EQUIPMENT CARE

Never use the scaffold for anything other than its intended purpose – as a light-duty work platform. If it won't do what you want contact your local HSS Hire Shop for advice.

Keep the scaffold clean, paying special attention to the deck. You will find this easier if you clean up regularly.

When not in use, store everything somewhere clean, dry and safe from thieves.

FINISHING OFF

To dismantle the scaffold, simply reverse the erection procedure.

If components jam, persevere. Wiggle and pull them until they come free. Don't damage the components by using a hammer or otherwise forcing the joints apart.

... have you been trained

The law requires that personnel using folding indoor scaffold must be competent and qualified to do so.

Training available at HSS Training Solutions

0845 766 7799



...any comments?

If you have any suggestions to enable us to improve the information within this guide please e-mail your comments or write to the Safety Guide Manager at the address below
e-mail: safety@hss.com

©HSS Hire Service Group Ltd 2007 No. 509/02

Group Office: 25 Willow Lane, Mitcham, Surrey CR4 4TS

Web Site: www.hss.com

GENERAL SAFETY

For advice on the safety and suitability of this equipment contact your local HSS Hire Shop.

Keep children, animals and bystanders away from the work area.

Never use this equipment if you are ill, feeling tired, or under the influence of alcohol or drugs. Never work on the scaffold if you suffer from vertigo.

This equipment should only be used by a competent person who has read and understood these instructions.



Wear sensible, protective clothing and footwear offering good grip, plus work gloves and a hard hat. Tie back long hair and avoid loose garments and jewellery that could get in your way.

Don't use the scaffold 'out doors' as it is designed for internal use only.

Keep the scaffold on firm, level ground, DO NOT use on slopes or soft ground or where there is a risk of subsidence.

Erect the scaffold away from overhead hazards.

Never suspend the scaffold from another structure.

Never carry anything when climbing, unless you can do so leaving both hands free. Place tools and materials on to the platform before climbing.

Always check the condition of components before use – and at regular intervals thereafter. If any show signs of damage or excessive wear, do not use them. Return them to your local HSS Hire Shop.

Always ensure the scaffold is correctly built and level before use – and check regularly thereafter.

GETTING STARTED

Insert the castor and adaptor assembly into the base unit and lock into position with the locking clip. Then lock the castor brakes to ON.

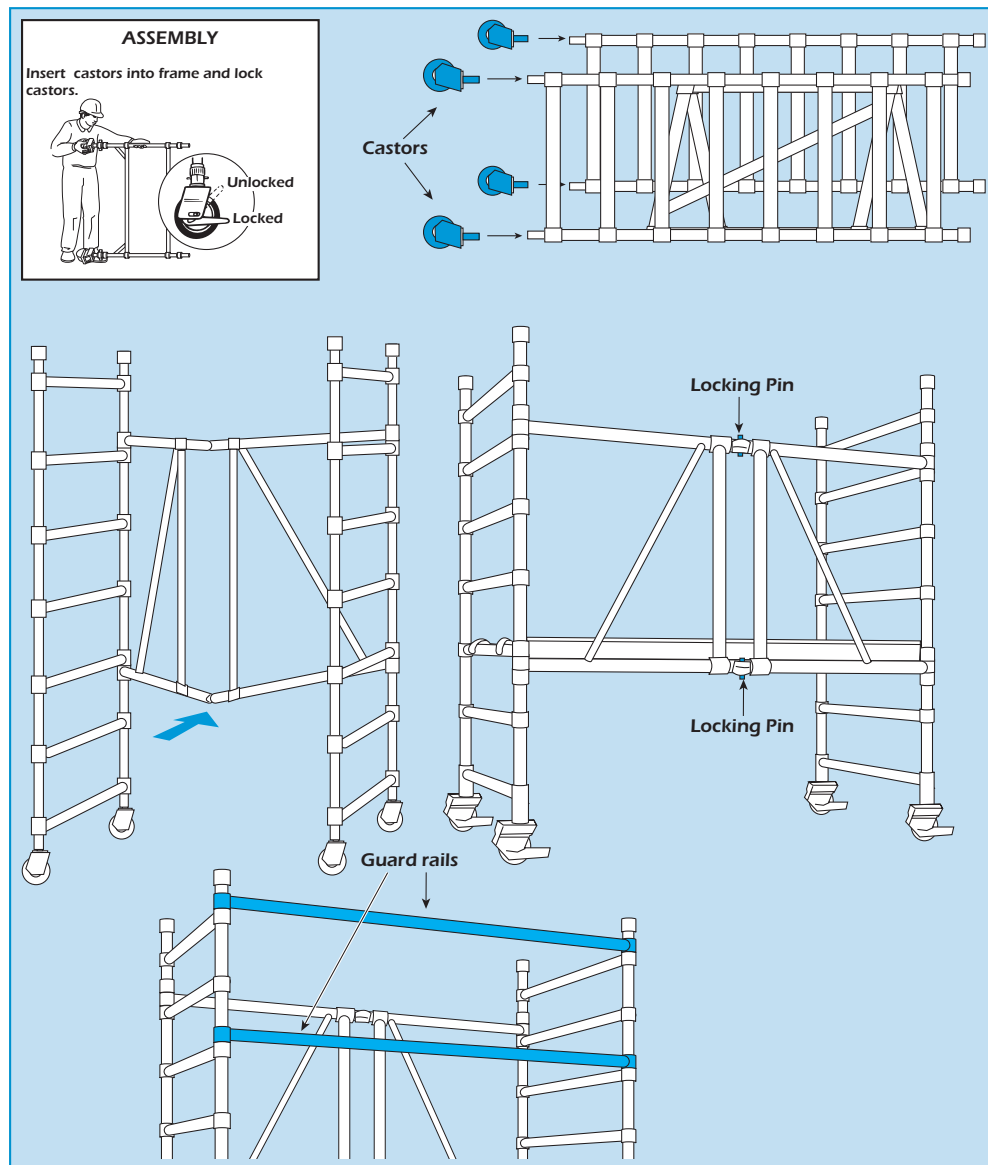
Lift the base unit upright, you may need some help here.

Fold out the base unit, insert the locking pins (see diagram) and position the deck at the platform height required (between 0.3m & 1.8m).

Now unlock the castor brakes and move the scaffold to its working position.

Once in place, lock the brakes and check that the scaffold is absolutely level – check this using a builder's level.

Finally, double-check that all components are locked and secure before continuing.

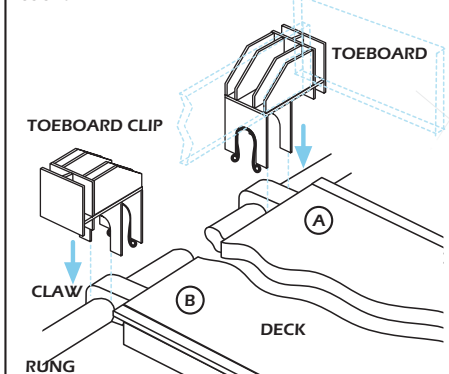


CHECKLIST

INSPECT COMPONENTS PRIOR TO ERECTION	<input type="checkbox"/>
INSPECT TOWER PRIOR TO USE	<input type="checkbox"/>
TOWER UPRIGHT	<input type="checkbox"/>
CASTORS LOCKED/LEGS CORRECTLY ADJUSTED	<input type="checkbox"/>
PLATFORM LEVEL	<input type="checkbox"/>
PLATFORMS LOCATED	<input type="checkbox"/>
HANDRAILS IN PLACE	<input type="checkbox"/>
TOEBOARDS LOCATED	<input type="checkbox"/>
REFER TO THIS CHECKLIST BEFORE USING EACH TIME	

Fitting Toeboards

Lock yellow plastic toeboard clips over rung and deck claw as shown. Position as (A) on right hand deck claw. On other side of working platform position as (B). Place 25mm thick toeboards into slots in toeboard clips as shown.



GENERAL NOTE

The assembly procedure from now on should be based on:

- Always stand on a BOSS platform, never on the rungs of a frame.
- Locate single Guardrail (Horizontal Braces) in advance of climbing onto the platform, at 1.0m (2 rungs) height.
- Platforms require 2 x Guardrails.