

Switch on the fuel tap. Set to choke to full if starting from cold or half way if starting from warm. Set the throttle to half way. Pull the starter cord hard. This may need repeating a few times. The engine should start.

Always allow for the engine to warm up before operating the machine. Slowly reduce the amount of choke required. Once the engine is warm you can use the machine. Always try the machine without any load first. Familiarise yourself with the function and the machine, speeds and actions. **Try the emergency stops.** Once you are comfortable operate the machine.

You can lower your load down rather than raising it up. The machine is fitted with a reverse function. **To activate this function remove the V belt drives (make sure the engine is switched off).** In the drive belt compartment **there is a third belt.** This belt is **green in colour.** **Twist the belt in to a figure of eight and connect it to the drive pulley.** Start the engine as normal. The machine will now operate in reverse direction.

BASIC TECHNIQUES

Once the engine is warm and the machine is running smoothly set the speed of the conveyor with the throttle. **Do not try to operate faster than you can work.** Take your time **the machine does not have to operate at full speed.**

Not every lifting fork has to be loaded.

When loading the lifting forks place the load in the centralising guide. The next set of lifting forks will connect with the load and raise the load. **Make sure that your hands are clear when the fork takes the load.** **Always keep a good line of communication open with the personnel at the top of the Bumpa.** **Make sure that there are enough people to unload the Bumpa at the top.**

Take regular breaks. The Bumpa is very efficient. Regularly check the positioning of the Bumpa, the fuel level and the stability of the machine.

When lowering with the machine, run the engine slowly. Place the load on the Bumpa delivery chute, once the forks have past stop the machine and place the load on the lifting forks. Re starts the machine and lower the load. The load will be taken to ground level. When the load is at the bottom of the machine stop the engine and remove the load.

EQUIPMENT CARE

Never operate the machine beyond its design limits. If it will not do what you want with reasonable ease then assume that you have the wrong equipment. Contact your local HSS for advice.

Always check the machine for stability before you operate it.

Keep the equipment clean; it will be less of a chore if cleaned regularly rather than cleaning it at the end of the hire.

Check the engine regularly. Oil levels should be checked when the engine is cool and the oil has had time to settle. Always make sure the engine is level. Remove the dipstick and wipe it. Replace it into the engine and remove. Read the level. The oil mark should be between MIN and MAX, top up as necessary and recheck the level. Do not overfill. **Never allow the engine to run out of fuel.**

When the machine is not in use store somewhere dry, clean and safe from thieves and unauthorised users.

FINISHING OFF

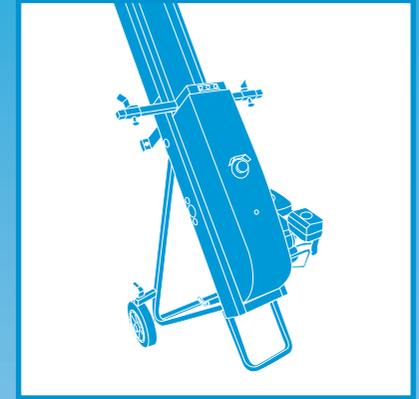
Switch off the engine. **Allow the engine time to cool before removing it.** Disassemble the unit by reversing the instructions in Getting Started.

Gather all parts together and give the Bumpa a final clean ready for return to your local HSS.

Operating & Safety Guide LS94

LS94/02

HSS Lift & Shift



Bumpa Hoist

For rapid elevation or lowering of roofing tiles and building blocks



...any comments?

If you have any suggestions to enable us to improve the information within this guide please fax your comments or write to the Product Manager at the address below

Fax: 020 8687 5001

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Code 69425, 69427

GENERAL SAFETY

For advice on the safety and suitability of this equipment contact your local HSS Lift and Shift branch.

There is a serious risk of personal injury if you do not follow all the instructions laid down in this guide.

The hirer has the responsibility to ensure that all necessary risk assessments have been completed prior to the use of this equipment.

An operator who has been deemed competent to do so by his/her employer should only use this equipment.

This equipment is designed to be used by an able bodied, competent adult who has read and understood these instructions. Anyone with either a temporary or permanent disability should seek expert advice before using it.

Keep children, animals and bystanders away from the work area. Cordon off a suitable work area using cones, barriers or tape. These products are available from your local HSS.

 Never use the equipment if you are ill, feeling tired, or under the influence of alcohol or drugs.

 **Wear practical protective clothing,** gloves and protective footwear. Avoid loose fitting garments and jewellery that could catch in moving parts and tie back long hair.

Ensure the load is balanced, stable and that personnel are clear of the raised load.

Make sure you know how to operate this equipment safely and are aware of its limitations before you use it.

Make sure that anyone in the immediate work area is warned of the task.

WARNING

This equipment MUST NOT be used to carry personnel

Check the condition of the equipment before you use it. If you see any signs of damage or excessive wear, contact your local HSS.

Never exceed the maximum load of the equipment.

Use the machine only on firm stable ground.

Make sure that the machine is stable and will remain stable when the load is put on it. Keep personnel clear when the machine is being operated.

It is both the hirers and operators responsibility to perform a risk assessment before operating the machine.

Never use the machine near overhead power line or other obstructions.

Do not exceed the Safe Working Load of the machine, which is 80 kg. Always load the machine with a maximum of 15 kg per lifting fork.

Always stop the machine when it is not being used.

The machine must only be used in a well-lit and well-ventilated area. If you are in any doubt ask about lighting and fume extraction at your local HSS.

Do not operate the machine close to flammable gases or liquids, petrol or paint thinners for example. Keep combustible materials at a safe distance – at least 5 metres.

Always have an emergency plan as part of your risk assessment. This should include stopping the machine in a case of emergency.

WARNING

Never operate petrol engines in confined spaces. Exhaust fumes contain gases which are toxic and can KILL.

Engines and their exhausts become very hot so always switch them off and give them time to cool before touching them.

Fuel Safety

Never refuel while the engine is running or any of its parts are HOT. Never smoke or allow a naked flame or ignition source into the refuelling area.

Always clean up any fuel spillage. If fuel gets on to your cloths, change them immediately.

Store fuel in a suitable sealed container, in a cool, safe place, well away from the work area.

GETTING STARTED

Before attempting to set up the machine, read these instructions fully. Make sure that understand completely. If you have any doubts contact your local HSS.

Check that the site is suitable for the equipment, with a platform or a scaffold for the top of the unit to be attached to.

Make sure that there is enough room to erect the machine.

Do not use the machine on slopes, soft ground or where there is a risk of subsiding.

Carry the unit to the area it will be required.

Always erect the machine with two or more people. Never attempt to do the job on your own.

Place the machine on the floor. **Lock the wheel brakes on.** Stand on the hoop of the machine. The second person should lift the machine from the opposite end until the hoop is firmly on the ground.

The second man can then release the antiluce catches. This allows the machine to open. The second man can then walk away opening the machine. Take around five or six paces and rest the machine on the floor.

Always keep a close watch on the stability of the machine. Man one can now release the wheel brakes and walk backwards with the machine allowing it to fully open.

When the machine is fully open remove the belt retainer at the centre of the belt and refit it through the hinge. This will make the machine rigid.

The machine is now ready to be installed in position.

Never attempt to put the machine into position on your own.

One person should be located at the height at which the top of the machine will be placed. Take the emergency remote cable with you. **This person should be suitably restrained or protected from fall.** This equipment is available from your local HSS.

Tie a guide rope around the top of the machine. The person at the top can then use this to hoist the machine upwards. The ground person can assist by supporting the bottom and guiding into place. **Once the machine is positioned apply the wheel brakes. Always check that the correct angle of elevation has been achieved. The machine has a "operating angle" indicator fitted to the side of it. There is a green area in the centre of the label and red areas either side. Always make sure that the pointer is in the green area before operating.** The machine should be fitted to the top stand and the top stand should be connected to the scaffold assembly using appropriate scaffold connectors.

Fit the delivery chute to the top of the unit. The chute should be supported. **Keep the chute level.** It can be extended if required.

Make sure that the area is now cordoned off with barriers, tape etc which are available from your local HSS. Before fitting the engine check the oil and fuel levels. When refilling the machine follow the "Fuel Safety" guide. Always use unleaded petrol.

To fit the engine, slide it in to the base from the right hand side. Fit both V belts over the pulleys. Then put the belt drive shield in place. Lock the machine into place with the

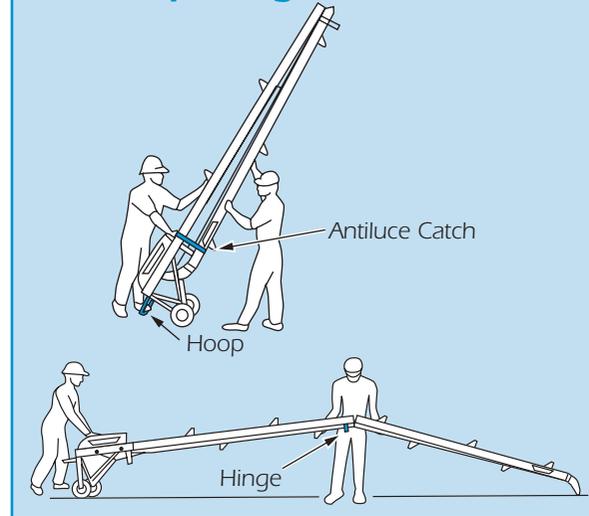
antiluce catch. **Tension has to be put on the belts.** Applying the engine tension bracket does this. **Plug the emergency stop cable, from the engine, into the body of the machine.**

Fit the remote emergency stop cable to the top of the machine.

The load centralising guide should be adjusted to suit the load to be lifted. The load will need to be transported on the Bumpa centrally to keep the machine stable.

To start the machine make sure that the emergency stops are not active. On the engine turn ON the ON/OFF switch.

Opening the Hoist



Bumpa Hoist

