

# USER GUIDE

## **Introduction**

This user guide is designed to ensure your Easy Stair is positioned and used in the appropriate and safest manner.

Before assembly, please read the whole of this guide, if the system is passed on to another person they should also receive these instructions.

Easy Stair is designed to provide safe easy access for construction and related operations.

Easy Stair does not comply with building regulations - it is therefore not suitable for public access or a permanent means of access.

## **Safety**

Easy Stair is designed to provide easy, safe access between floor to floor levels ranging from 2.65m to 3.05m

Do not use Easy Stairs where it appears unsuitable or for other purposes it is not designed for.

Easy Stair has a safe working load of 225kg uniformly distributed – Do not exceed this load.

## **During use**

Inspect the system on a weekly basis for signs of damage.

Ensure the stairs are kept free from a build-up of substances (mud, etc.) which could cause a slip or fall hazard.

## **Preparation**

Ensure you are using the correct PPE equipment.

## **Inspection**

Check that all components are available and are functioning correctly.

System comprises of main stair unit and two guardrail frames

Inspect components prior to use for signs of damage – do not use damaged components.

**Note:** If in doubt about anything, consult your line manager, safety advisor or Safety Platforms Ltd.

## **1 Positioning of stair unit**

The Stair unit (excluding guardrails) weighs 25kg.

Consideration should be given as to whether one person or two shall carry the unit and lift it into position. Considerations would include ground conditions and access into the property.

The upper end of the stair unit has an "L" shaped angle which should be seated fully and firmly onto the upper floor level.

## **2 Floor to Floor height in excess of 2.75m**

Where the floor to floor height is in excess of 2.75m a suitable timber packer (to a maximum of 300mm high) should be positioned under the full width of the bottom tread to ensure the treads are horizontal (front to back). This timber should be of a suitable thickness to level the treads from front to back and be secured by two screws through the bottom aluminium tread

## **3 Securing the stair unit**

Once the stair unit is in position it needs to be secured by means of screws through the aluminium angle at the top of the stairs into the floor on which it is rested.

To allow safe access for an operative up the stairs to fix these screws a second person should "foot" the stairs to prevent any horizontal movement

## **4 Installing guardrails**

To allow for safe movement up and down the stairs it is essential that guardrails are positioned to both sides of the stair unit.

These guardrails prevent a fall from the stairs and also provide a hand hold if required whilst climbing / descending the stairs.

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To install the guardrails, hold them at the mid point whilst standing half way up the stairs. Partially insert the lower vertical post in to the socket fixed near the base of the stairs. Then position the upper vertical post in to the socket at the upper end of the stairs.

Repeat this process for guardrails to the opposite side of the stairs.

When guardrails to both sides are positioned tighten the screw fixing to all four sockets to tighten the guardrail frames.

## **5 Inspection**

Prior to use stand back and look at the equipment, ensure it is properly erected, is stable and suitable for the task.

## **6 Edge protection**

To comply with the work at Height Regulations and to prevent a risk of falls, ensure the floor edges of upper floors are suitably guardrailed

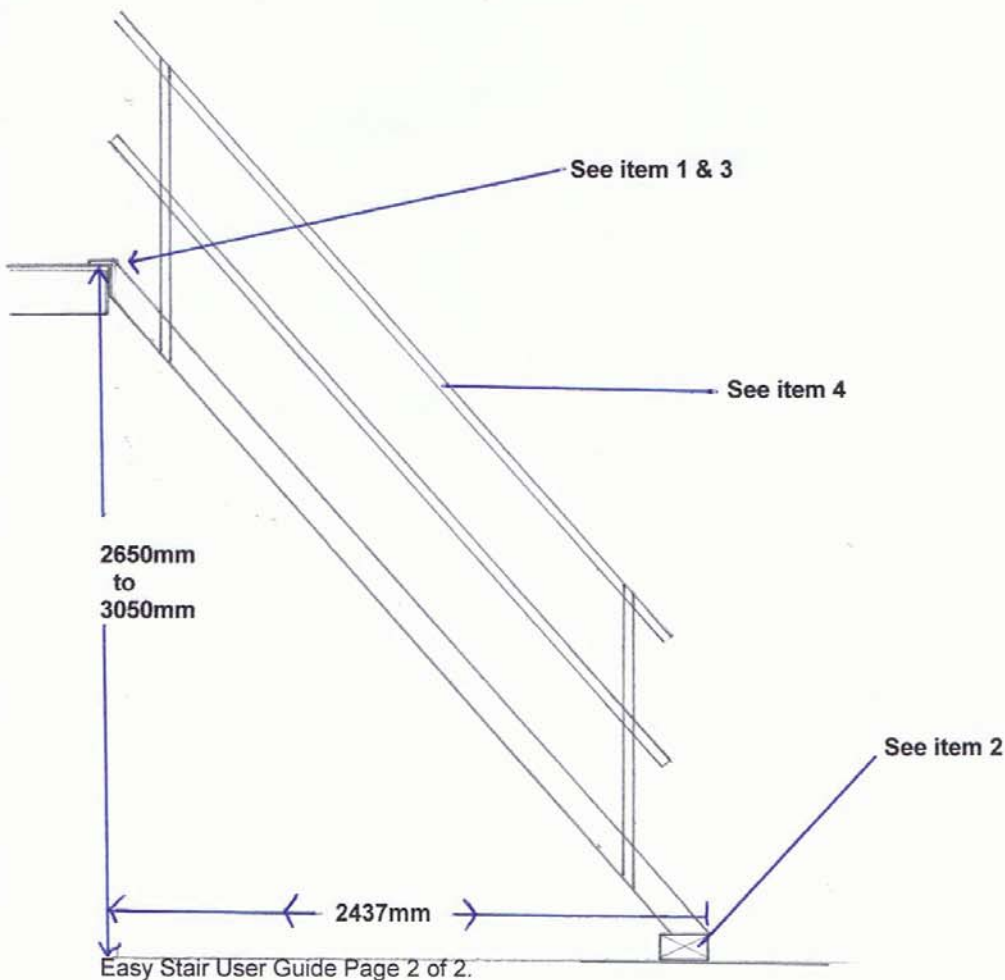
## **7 Weekly Inspection**

Inspect the stair unit on a weekly basis to ensure the fixings are secure and for any signs of damage.

Should there be any issues with fixings or damage, immediately prevent anyone from using the stairs until the fixings are replaced or damage repaired.

## **8 Removal**

Dismantle the stair unit in the reverse order of the installation and store in a safe and secure manner to prevent trips or theft.



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