GENERAL SAFETY & MAINTENANCE NOTES

1. Check all components are available and are in good conditions

2. Inspect the unit components for signs of damage or incorrect functioning prior to use. Damaged or incorrect components (or components showing signs of excessive wear) must not be used and returned to your local supplier. Castors and rear gate bolts should be periodically lubricated to keep them free running.

3. Unit is designed for internal use only on flat, level surfaces. Check that the ground is capable of supporting the weight of the Podium and equipment.

4. The safe working load of the Lewis Podium platform is **150 kg** (one man).

5. Castors must be locked when unit is in use.

6. Ensure that the platform is free of persons and equipment, and that brake locks are off prior to movement. Beware of soft or uneven ground and overhead obstructions.

7. Mobile access unit must only be moved by pushing at the base.

8. Always beware of live electrical apparatus, cables or moving parts of machinery.

9. To prevent accidental injury ensure safe positioning of hands and fingers when assembling and dismantling.

10. Check that Castor Locking Bolt (to frame tube) has not loosened through use. Tighten bolt, if necessary, by turning 19mm bolt clockwise.

11. Ensure gate is locked and secure when platform is in use.

12. Do not over reach the guardrails, all body parts should be inside the guardrails.
ASSEMBLY

1. Wheel the unit to location where it is required.
2. Release the Transport locking hook by squeezing the trigger and moving it clear.
3. Unfold the unit by moving both frames out until the rear hinged section is fully extended and the two elbows have clicked locked.
4. Lock all castor brakes by moving the foot lever down towards the floor.
5. Open gate fully outwards.
6. Unclip the climbing rungs so that they are inside the unit
7. Unclip lower steps and clip into position
8. Clip climbing rungs in to position making sure that the brace’s are fully locked.
9. Add diagonal brace at rear of the 1.6m podium from bottom rung to the third rung on opposite side
10. Attach the work platform. You are ready to climb into podium now. When you are in the unit, make sure that the gate is securely locked
These instructions do not take the place of proper training. Consult your supplier for details of specific training courses for users of low level access units.

**DAILY CHECKS**

The unit must be checked on a daily basis and after any event which may have affected the integrity of the unit.

Use the checklist below prior to use.

- Castors Locked and secure
- Platforms and steps correctly fitted and locked
- Locking elbows are in good working order
- Front and Rear Gates properly closed
- Rear gate nuts & bolts are not over tightened

The equipment has design limits and should not be exceeded.
If the equipment appears to be unsuitable for the required job then assume that it is not the correct tool for the job.