



Reach it the **easy** way

## ATTIC LADDER STAIRWAY

OPERATIONAL SAFETY AND  
ASSEMBLY INSTRUCTIONS FOR THE  
ATTIC LADDER STAIRWAY

### ATTIC LADDER STAIRWAY



Users of the **Easy Access Attic Ladder Stairway** - please read the following instructions carefully and do not operate the platform until the instructions have been read and understood.

The **Easy Access Attic Ladder Stairway** is manufactured to the requirements of AS/NZS 1576: 2010.

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



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## EXTRA HEIGHT FRAMES

### Tools Required

- Hammer & punch
- Hand or hack saw (for timber or aluminium ladder)
- Portable stepladder or work platform
- Universal square
- Tape measure

## INSTALLATION STEPS

1. Ensure you have the required skill level to carry out the installation of the stair. It is advisable to use a professional to carry out this task.
2. Ensure the stairway is in good condition with all fixings tightened.
3. Ensure the ceiling height is between 2200mm - 2700mm. Locate the installation position of the stairway into the ceiling, ensuring enough room is allowed to swing the stair down to the floor without coming closer than 600mm to the nearest wall. The required ceiling opening is 600mm x 1200mm; locate the stair if possible between pair of ceiling joists.
4. Frame out the 1200mm x 600mm opening with members the equivalent size of the ceiling joists. Remove the plasterboard ceiling cladding inside the timber surround. Ensure that if any joists are removed that these are replaced with member of equivalent strength.
5. Nail the timber battens under the ceiling at each end of the opening allowing the battens to encroach 30mm into the opening at each end. The battens will hold the stairway in place flush with the ceiling while it is being fixed into position permanently. Slide the stairway up into the roof space and allow it to rest on the battens. Temporarily nail the stairway from the top to secure it in position. **DO NOT USE THE STAIRWAY AT THIS TIME.**
6. Fold the stairway down to rest on the floor then permanently nail it into the sides and end joists. Insert packers where required to ensure the frame fits the opening evenly. Use 4 nails on each side and 3 on each end of the stair frame. **NOTE: 75mm square drive wood screws can be used in place of the nails if desired.**
7. Remove the stair base caps and trim the stringers to the correct length using a hand saw. **THE STRINGERS MUST BE IN A STRAIGHT LINE AND THE STEPS LEVEL WITH THE FLOOR.** Once the stair stringers are the correct length then replace the base caps.
8. Attach a moulding of choice to the edges of the stair frame and the ceiling to complete the installation.
9. The hatch lid of the stair can be painted or left as supplied.

THANK YOU FOR TAKING THE TIME TO READ THESE INSTRUCTIONS, AND FOR PURCHASING THE EASY ACCESS ATTIC LADDER STAIRWAY.

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.

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## SCAFFOLD SYSTEMS

OPERATIONAL SAFETY AND ASSEMBLY  
INSTRUCTIONS FOR ALUMINIUM  
MINI-MOBILE SCAFFOLD SYSTEM

### ALUMINIUM MINI-MOBILE SCAFFOLD SYSTEM



Users of an **Easy Access Mini-Mobile Scaffold System** - Please read the following instructions carefully and do not erect or use the scaffold until the instructions have been read and understood.

We strongly suggest that users be familiar with and follow the '**Standard for Scaffolding**' AS/NZS 1576.1-6:2010. This is available from **Standards Australia** and **NZ**.

Further information is available in the SARNZ publication; '**Best Practise guidelines for Scaffolding in NZ**', also [www.workcover.nsw.govt.au](http://www.workcover.nsw.govt.au) and [www.worksafe.govt.nz](http://www.worksafe.govt.nz)

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## MAINTENANCE

All Mini-Mobile components must be checked regularly for damage such as dents, cracks, buckling and the like. If found the Mini-Mobile must not be used. Damaged components are easily replaced, and must be so before further use. Contact your supplier.

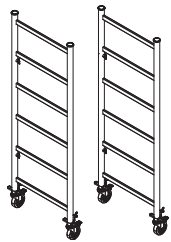
Additional components such as handrails can be purchased at any time from the supplier.

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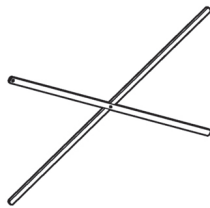
Ensure casters are firmly secured to the frames. Tighten retaining bolt if required. **DO NOT OVER TIGHTEN.** All components used in the Mini-Mobile must be supplied by Easy Access Co.

## ASSEMBLY INSTRUCTIONS

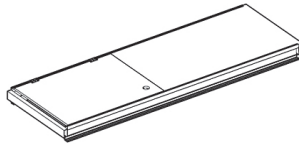
The Mini-Mobile base set (MM210) consists of four components:



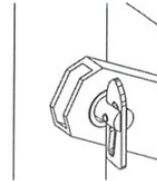
2 x End Frames



1 x Cross Brace



1 x Platform



The cross brace attached to the end frames on anti-lucre latches as shown.

Ensure latches are closed before use.

The platform locates on any frame cross member and serves to laterally brace the Mini-Mobile.

## OPERATION

- Analyse the area where the Mini-Mobile is to be used and identify potential hazards.
- Ensure castors are turned outwards (to increase base width), and securely braked.
- Position the platform on the frame cross members that provide the most suitable height. Note: The lower three height settings allow the Mini-Mobile to be used without handrails, however, 2x handrails may need to be added to the Mini-Mobile if there are hazards in the immediate proximity or if site regulations require it. Handrails must be attached between 900mm and 1100mm above the platform level. **Site regulations may require a minimum of 2x handrails to be used with any platform regardless of height.** Please see further instructions on guardrails in the following section.
- Access to the Mini-Mobile when the platform is on the lower 2 height settings is by the operator stepping on to the platform from the side.
- The middle two height settings are accessed by the operator standing close beside the platform and transferring to a sitting position on it before regaining his/her feet. If a side handrail is present it will need to be temporarily removed to allow access and immediately replaced once the operator is standing on the platform. Note: a suitable stepladder may be used beside the platform to assist with access on the lower 4 height settings. Ensure that care is taken not to destabilise the Mini-Mobile while accessing the platform.
- The upper 2 height settings are accessed by climbing the end frame up through the trapdoor in the platform.
- Total load must not exceed 225kgs.
- The supporting surface must be firm at all times, and level unless the Mini-Mobile is fitted with the height adjustable castors designed for it.

## SAFETY

### DO NOT use the MINI-MOBILE:

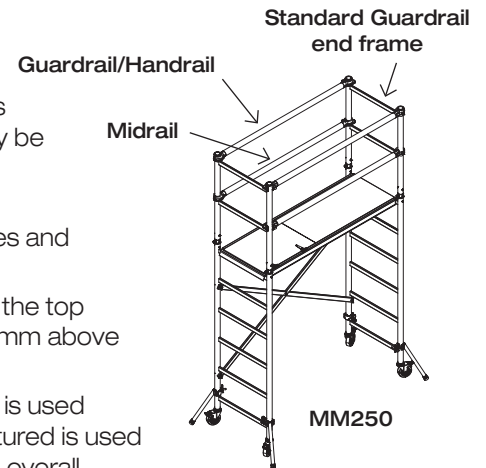
- If the total load will exceed 225 kilograms.
- If the user is affected by alcohol or drugs.
- If any conductors of an overhead electrical power line are less than 4 metres from the Mini-Mobile.
- If any surface where the Mini-Mobile is to be used is not firm or level.
- If the Mini-Mobile is positioned in such a way that the operators could fall more than 2 metres, unless guardrails, midrails and toeboards are fitted. E.g. the Mini-Mobile is used near the edge of a balcony. **Note: guardrails, midrails and toeboards may be required on platform heights lower than 2 meters by site regulations or the proximity of hazards.**



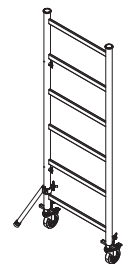
- Where a fall would result in serious injury unless handrails are fitted. E.g. protruding reinforcing rods or other hazards near the Mini-Mobile.
- If the Mini-Mobile has not been subjected to regular maintenance checks or is known to be defective.
- When the platform is greasy or slippery and poor footing results.
- If the user has not had adequate training in the use of the Mini-Mobile. Note: every operator must be able to demonstrate the knowledge required to erect and use the Mini-Mobile. Extra Training is available from the supplier if required.

## GUARDRAILING

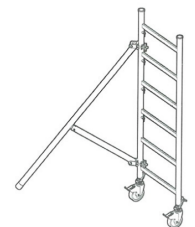
- Clip-on guardrails and midrails attach to the **inside** of the frame uprights above any cross-member. Note: the only location where a guardrail may be attached on the outside of the frame is where the cross brace location prevents it from attaching on the inside.
- Guardrail end frames, (pictured), fit on top of standard Mini-Mobile frames and support clip-on guardrails and mid-rails.
- Guardrail end frames must be used at each end when the platform is at the top height setting as shown or the topmost cross member is less than 900 mm above the platform.
- There are two guardrail end frames available; the standard one pictured is used when the platform is on the top 2 height settings. The quarter frame pictured is used when the platform is on the 3rd height setting down from the top where overall height clearance above the Mini-Mobile precludes the use of the standard frame.
- Ensure the expanding spigots attached to the base of the Guardrail frame are firmly tightened into the base frame. Note: Ensure the Guardrail frame is positioned correctly. The frame cross member must be at the top of the tower as shown.
- Toeboards are available to be used if required on the platform when it is positioned on the upper two height settings.



Quarter Guardrail end frame



MM250 outrigger



MM410 outrigger

## OUTRIGGERS

- Outriggers are used to increase the sideways stability of the Mini-Mobile when it is used as a freestanding mobile scaffold or to stabilize the side away from an adjacent wall or other rigid structure that is not greater than 225mm away.
- Outriggers are attached to the frame uprights to increase the effective width of the 0.7 metre wide end frames.
- The outrigger end must rest firmly on a hard surface.
- Freestanding Mini-Mobiles with a platform height over 1.9m must be stabilized by attaching outriggers on both sides and at both ends.
- Mini-Mobiles near a wall or other rigid structure are stabilized by attaching outriggers on both ends on the same side.
- Where a platform is 1.9m above the supporting surface, (the MM250 configuration) the outriggers that are provided in the pack must be used with the tower. The outriggers should be attached to the end frames to extend the base of the tower to the maximum possible width and the castors turned outwards. Note: The width of the tower including the outriggers must be at least 1/2 the platform height in this configuration.
- Where the platform is above 1.9m and up to a maximum height of 3.7m above the supporting surface (MM310 and 410 configurations), the outriggers provided in the pack must be used on the tower. They should extend at least 1.15 m when measured at 90 degrees to the end frame and the end frame castors turned outwards. Note: the base width of the tower including the outriggers must be at least 1/3 of the platform height in these configurations.
- Where an adjacent wall or rigid structure is more than 225mm away from the Mini-Mobile but less than the specified minimum width of the outrigger, the outriggers on that side should be angled to the end frames to achieve the maximum width possible.
- Wheel locks on the castors must be applied whenever the Mini-Mobile is being used, or is left unattended.
- When the Mini-Mobile is left unattended, other than for a short period, ensure that the securing procedure above is followed.

- The Mini-Mobile must not be used outdoors when the wind speed exceeds 40kph. If this situation occurs, and it is not practicable to dismantle the Mini-Mobile, it must be secured against movement or overturning. Apply the wheel locks, ensure that the outriggers are securely attached and where possible secure it to a rigid structure.

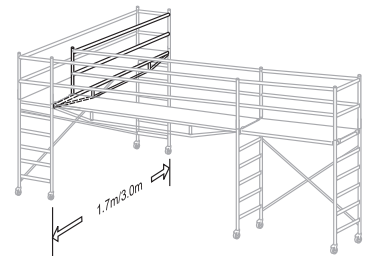
## EXTRA HEIGHT FRAMES

- Two Mini-Mobile sets may be joined vertically for greater reach heights.
- Castors are easily removed from the top set if fitted by loosening the locking bolt in the base of the castor.
- Expanding spigots are used to join the frames together. These must be securely tightened with a spanner after frames are located.
- Note: Ensure the Expanding spigots are inserted into the base of the upper frame.
- Two platforms must be used on this configuration. The lower platform can be on any cross member on the base frame set, but is best on the lowest height setting as shown. MM310
- The maximum height the Mini-Mobile may be erected to is 4.75 metres including the guardrail end frame set. In this configuration the lower platform is positioned on the top cross members of the base frames as shown. MM410
- The Mini-Mobile must not be erected more than two frames high. If erected to maximum height the overall height is 4.75 metres to the top of the guardrail end frame.
- Toe-boards are available and are required where any object can fall more than two metres. These are provided as standard on MM410 configurations.
- **Some jurisdictions or site regulations require toeboards to be used on platforms regardless of height.**
- **Site regulations may require a non-vertical ladder to be used to access a platform higher than 2 meters. Ladders are available from the supplier.**



## CORNER PACK

- Mini-Mobiles can be joined together at 90 degrees to each other using a corner pack.
- The corner pack consists of a base member which attaches to the side of a Mini-Mobile frame and supports one end of a platform as shown.
- A guardrail side frame is supplied as part of the pack to protect the inside edge of the support Mini-Mobile as shown. Use regular Mini-Mobile edge protection on any of the other platform edges as required.
- Note: A specific toe board is available if an object could fall more than 2m from the platform or if required by a site hazard assessment or site regulations. Please contact your supplier.



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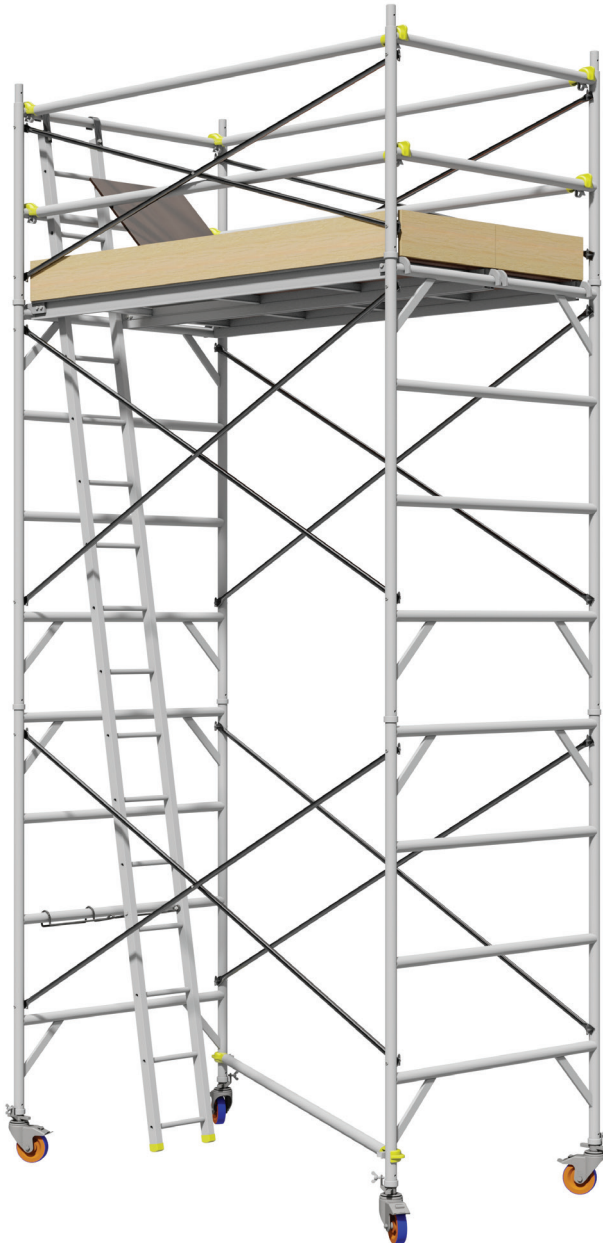


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## H-FRAME SCAFFOLD SYSTEMS

OPERATIONAL SAFETY AND ASSEMBLY  
INSTRUCTIONS FOR H FRAMES AND  
MOBILE TOWERS USING GALVANIZED  
STEEL SCISSOR BRACES

### H-FRAME SCAFFOLD SYSTEMS



Users of an **Easy Access H-Frame Scaffolding** - Please read the following instructions carefully and do not erect or use the scaffold until the instructions have been read and understood.

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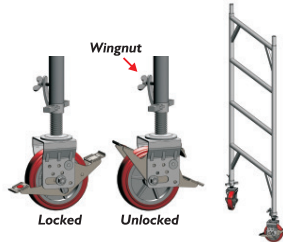
# MAINTENANCE

All H FRAMES and components must be checked regularly for damage such as dents, cracks, buckling and the like. If found the H FRAME component must not be used. Damaged components are easily replaced, and must be so before further use. Contact your supplier.

# ASSEMBLY INSTRUCTIONS - FOR MOBILE OR FREESTANDING TOWERS

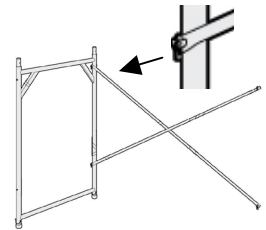
### STEP 1:

Attach Casters or base screw jacks to Frame and tighten Wingnuts. Casters should be locked.



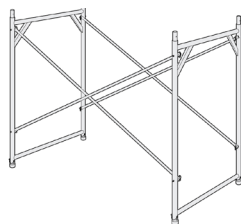
### STEP 2:

Fix cross-brace to anti-luice latches as shown below. Ensure latches are fastened as soon as bracing is in place.



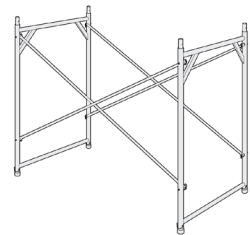
### STEP 3:

Attach second frame to opposite end of cross brace.



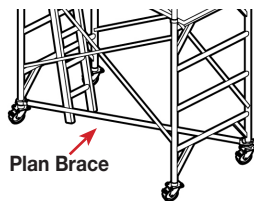
### STEP 4:

Attach second cross-brace on the other side of frames to complete the bay.



### STEP 5:

Level up tower horizontally using adjustable base plates or castors. If using castors, attach plan brace on opposite corners of tower directly above the collars at the base on the standards, as shown.

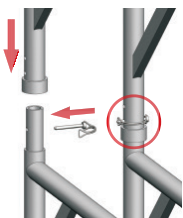


### STEP 6:

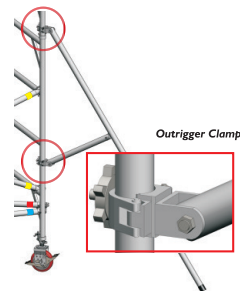
Install Platforms on top transoms of the Frames. This will help when erecting upper frames.

### STEP 7:

Ensure tower base is level in both planes by adjusting Caster Screw Jacks. Place next two Frames on Spigots to lock the frames vertically and attach Cross Braces to the anti-luice latches on these Frames. Attach D Clips through Frame Standards. Continue to install Frames and Braces in this manner until the intended height is reached. Install a Ladder to the top of the Tower or two Transoms above the intended Platform height. Install the Hatch Platform and Standard Platform. Install Mid-rails (blue coded Ledgers) on the first Transom above the Platforms and Handrails (blue coded ledgers) on the second Transoms above the Platforms. Install Toe Boards where the platform height is 2.0m or more above the supporting surface or there is a risk of dislodging tools or other materials.



If Tower is set up over two levels high then Outriggers must be attached to the Standards. (see 'outriggers')



Immediately below the Platform/Handrail/Midrail level only one yellow coded Diagonal Bracing per side is needed. They should slope in opposite directions.

# LOADING

EASY ACCESS ALUMINIUM FRAMES can support a medium-duty work platform loading. If this is a requirement it must be specified when purchasing as frame spacing is reduced from 2.4 metres for light-duty to 2.0 metres. This applies when planks are used to create a work platform. (see following table)

	Maximum loading per level per bay	Maximum Longitudinal frame spacing	Maximum Levels per bay
Maximum loading per	450kg	2.4 metres	7 levels (14 metres)
Maximum loading per	450kg	2.0 metres	3 levels (6 metres)

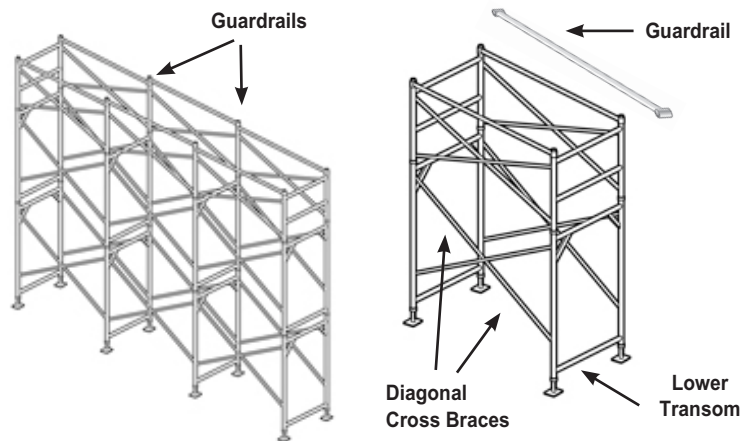


## SAFETY INSTRUCTIONS FOR WALK THROUGH FRAMES

All Work platforms must be decked full width and must be provided with guard railing on exposed ends and sides. Toeboards must be used if there are tools and materials on the platform.

A scaffold plank of 225 mm width may be used as a toeboard.

EASY ACCESS 1/2 FRAMES act as end guardrails. The longitudinal cross bracing acts as midrailing and EASY ACCESS GUARDRAILS must be used above bracing as shown. 1/2 Frame braces are shorter than full frame braces.

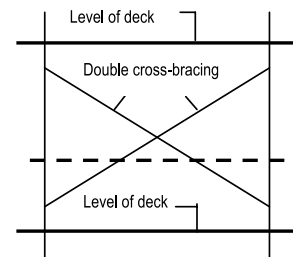


Aluminium tube is available for guard railing on sides and ends, and is attached using EASY ACCESS SCAFFOLD COUPLERS. The inner edge of the platform is to be as close as practical to the workface, but no greater than 200mm. Any greater distance (gap) between the workface and the inner edge of the platform requires an acceptable means of fall prevention (e.g. guardrails, decking to close the gap, or use a safety harness system.) The outer edge of the platform shall not be more than 200mm horizontally from the erected guardrails.

Cross bracing must not be used to access work platforms. Use a securely tied off ladder, or the EASY ACCESS STAIR WAY SYSTEM.

When H Frames are set up as a multi-bay scaffold EASY ACCESS GUARDRAIL POSTS must be used to support guardrails and cross bracing mid-rails as shown.

Where H Frames are set up to support more than one work platform per bay, the cross-bracing can be used in place of a guardrail. However, a midrail must be fixed to the scaffold 700 mm above the work platform as shown.



## OPERATION FOR MOBILE SCAFFOLDS

- Ensure castors are and securely braked once the tower is in position.
- Use the height adjustment mechanism on the casters to ensure the tower base is level.
- Ensure outriggers are fitted to increase the base width of the tower if the platform is over 4 metres in height.
- Outriggers must rest firmly on the ground and be fitted to any side of the tower that is not within 300mm of a secure support surface, ie. a wall.
- Climb up the ladder through hatch lid to gain access to the platform maintaining three points of contact at all times while on the ladder.
- Ensure the total load does not exceed 450kgs.
- The tower must only be used on a firm surface that is free of obstructions.

## SAFETY INSTRUCTIONS

Ensure that the scaffold tower is level horizontally. Use EASY ACCESS ADJUSTABLE BASE PLATES to compensate for uneven ground.

EASY ACCESS LOCKING AND HEIGHT ADJUSTMENT CLIPS must be used on all EASY ACCESS SCAFFOLDING. Ensure that these are in good working order and are properly secured against accidental dislodgement.



## EXTRA HEIGHT FRAMES

EASY ACCESS SCAFFOLD TOWERS (standard width) can be free standing up to two lifts in height. Thereafter, the scaffold must be either tied-off securely to the building, or EASY ACCESS OUTRIGGERS be incorporated into the system to increase the base width. The base must not be less than 1/3 the height of the tower.

DO NOT use the H Frame scaffold tower:

- If the total load will exceed 450 kilograms.
- If the user is affected by alcohol or drugs.
- If any conductors of an overhead electrical power line are less than 4 metres from the tower.
- If any surface where the tower is to be used is not firm or level.
- If the tower is positioned in such a way that the operator could fall more than 1 metre, unless guardrails are fitted.
- Where a fall would result in serious injury unless guardrails are fitted. E.g. protruding reinforcing rods or other hazards near the tower.
- If the tower has not been subjected to regular maintenance checks or is known to be defective.
- When the platforms are greasy or slippery and poor footing results.
- If the user has not had adequate training in the use of the H Frame scaffold system.

## GUARDRAILING

- Guardrail half frames must be used at each end of the tower when the platform is at the top height setting on any frame or the topmost cross member of a frame is less than 900 mm above the platform.
- Guardrail half end frames fit on top of standard H frames and support clip-on guardrails and mid-rails.
- Clip-on guardrails and mid rails attach to the cross members of the guardrail frame.

## OUTRIGGERS

- Outriggers are used to increase the sideways stability of the tower when it is used as a freestanding mobile scaffold with a platform height of 5 meters or over, or to stabilize the side away from an adjacent wall or other rigid structure that is not greater than 300mm away.
- Outriggers are attached to the frame uprights to increase the effective width of the 1.37 metre wide end frames.
- The outrigger end must rest firmly on a hard surface.
- Freestanding towers 5 metres or over in height must be stabilized by attaching outriggers on both sides and at both ends.
- Where a platform is 5 metres above the supporting surface, the outriggers must extend at least 900mm out from the caster support point at 90 degrees to the end frame.
- Where an adjacent wall or rigid structure is more than 300mm away from the tower but less than the specified minimum width of the outrigger, the outriggers on that side should be angled to the end frames to achieve the maximum width possible.
- Wheel locks on the castors must be applied whenever the tower is being used, or is left unattended.
- The tower must not be used outdoors when the wind speed exceeds 40kph. If this situation occurs, and it is not practicable to dismantle the tower, it must be secured against movement or overturning. Apply the wheel locks, ensure that the outriggers are securely attached where fitted and where possible secure it to a rigid structure.
- When the tower is left unattended, other than for a short period, ensure that the securing procedure above is followed.

THANK YOU FOR TAKING THE TIME TO READ THESE INSTRUCTIONS, AND FOR PURCHASING THE EASY ACCESS SCAFFOLD SYSTEM.

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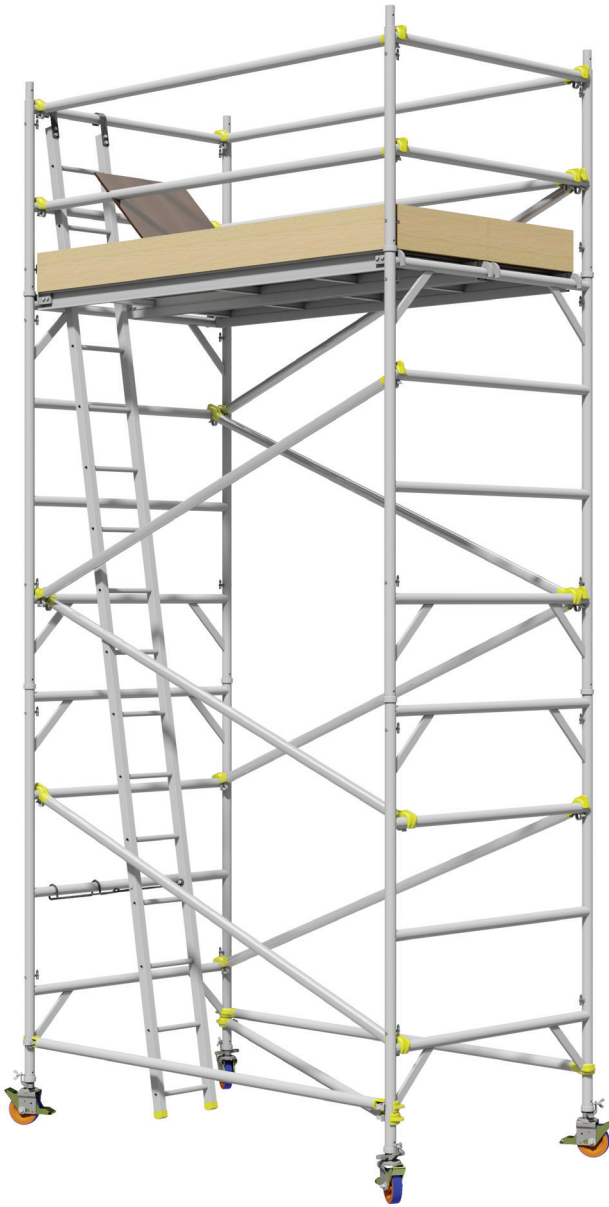


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## H-FRAME SCAFFOLD SYSTEMS

OPERATIONAL SAFETY AND ASSEMBLY  
INSTRUCTIONS FOR ALUMINIUM  
H FRAME MOBILE TOWERS USING  
SNAPLOCK BRACES

### H-FRAME SCAFFOLD SYSTEMS



Users of an **Easy Access H Frame Scaffold Tower** - Please read the following instructions carefully and do not erect or use the scaffold until the instructions have been read and understood.

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Reach it the **easy** way

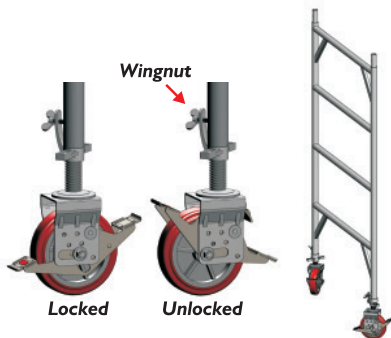
## MAINTENANCE

All H FRAMES and components must be checked regularly for damage such as dents, cracks, buckling and the like. If found the H FRAME component must not be used. Damaged components are easily replaced, and must be so before further use. Contact your supplier.

## ASSEMBLY INSTRUCTIONS - FOR MOBILE OR FREESTANDING TOWERS

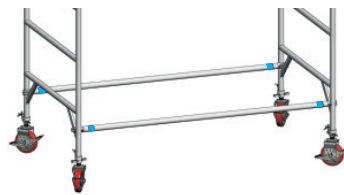
### STEP 1:

Attach Castors to Frame and tighten Wingnuts. Castors should be locked.



### STEP 2:

Fit blue coded Ledgers to vertical Standards within triangle formed by the Corner Brace, as shown. One on each side of the Frame with Grasper hooks facing outwards. These will hold the Frames upright while other bracing is attached.



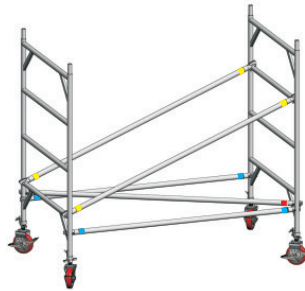
### STEP 3:

Fit red coded Planbrace on diagonally opposite corners of the tower immediately above the Ledger Graspers.



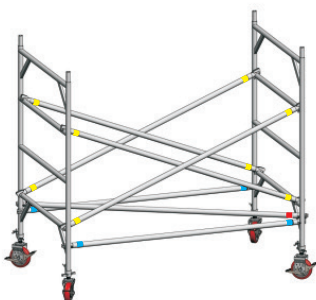
### STEP 4:

Fit one end of each yellow coded Diagonal Brace to bottom of horizontal transom on one frame, and the other end of each brace to the third transom up from the bottom on the opposite frame.



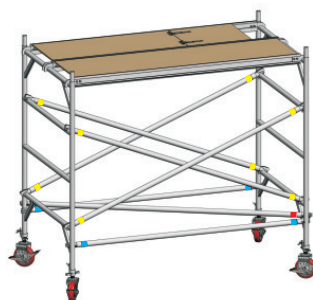
### STEP 5:

Fit two yellow Diagonal Braces on each side of the frame sloping in opposite directions to the other Frame, as shown.



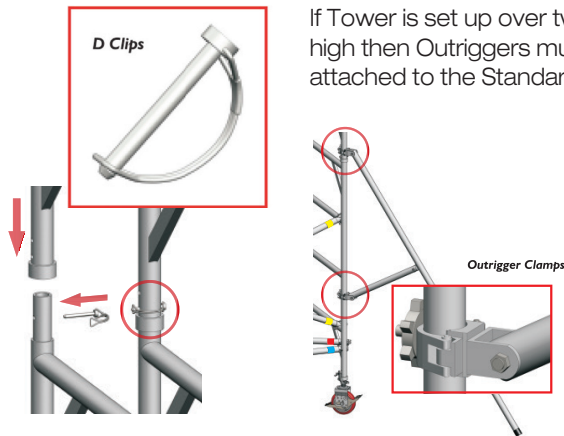
### STEP 6:

Install Platforms on top transoms of the Frames. This will help when erecting upper frames.



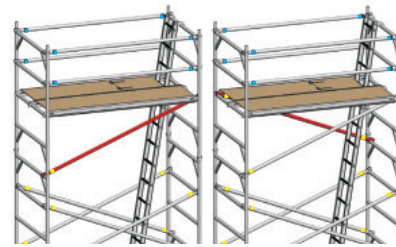
## STEP 7:

Ensure base is level in both planes by adjusting Castor Screw Jacks. Place next two Frames on Spigots and attached Braces to lower Transom and third Transom of these Frames. Attached D Clips through Frame Standards. Continue to install Frames and Braces in this manner until the intended height is reached. Install Ladder to the top of the Tower or two Transoms above the intended Platform height. Install Hatch Platform and Standard Platform. Install Mid-rails (blue coded Ledgers) on the first Transom above the Platforms and Handrails (blue ledgers) on second Transoms above the Platforms. Install Toe Boards where the platform height is 2.0m or more above the supporting surface or there is a risk of dislodging tools or other material.



If Tower is set up over two levels high then Outriggers must be attached to the Standards.

Immediately below the Platform/Handrail/Midrail level only one yellow coded Diagonal Bracing per side is needed. They should slope in opposite directions.



## OPERATION

- Ensure castors are and securely braked once the tower is in position.
- Use the height adjustment mechanism on the castors to ensure the tower base is level.
- Ensure outriggers are fitted to increase the base width of the tower if the platform is over 4 metres in height.
- Outriggers must rest firmly on the ground and be fitted to any side of the tower that is not within 300mm of a secure support surface, ie. a wall
- Climb up the ladder through hatch lid to gain access to the platform maintaining three points of contact at all times while on the ladder.
- Ensure the total load does not exceed 450kgs.
- The tower must only be used on a firm surface that is free of obstructions.

## SAFETY INSTRUCTIONS

DO NOT use the H Frame scaffold tower:

- If the total load will exceed 450 kilograms.
- If the user is affected by alcohol or drugs.
- If any conductors of an overhead electrical power line are less than 4 metres from the tower.
- If any surface where the tower is to be used is not firm or level.
- If the tower is positioned in such a way that the operator could fall more than 1 metre, unless guardrails are fitted.
- Where a fall would result in serious injury unless guardrails are fitted. E.g. protruding reinforcing rods or other hazards near the tower.
- If the tower has not been subjected to regular maintenance checks or is known to be defective.
- When the platforms are greasy or slippery and poor footing results.
- If the user has not had adequate training in the use of the H Frame scaffold system.

## GUARDRAILING

- Guardrail half frames must be used at each end of the tower when the platform is at the top height setting on any frame or the topmost cross member of a frame is less than 900 mm above the platform.
- Guardrail half end frames fit on top of standard H frames and support clip-on guardrails and mid-rails.
- Clip-on guardrails and mid rails attach to the cross members of the guardrail frame

## OUTRIGGERS

- Outriggers are used to increase the sideways stability of the tower when it is used as a freestanding mobile scaffold with a platform height of 5 meters or over, or to stabilize the side away from an adjacent wall or other rigid structure that is not greater than 300mm away.
- Outriggers are attached to the frame uprights to increase the effective width of the 1.37 metre wide end frames.
- The outrigger end must rest firmly on a hard surface.
- Freestanding towers 5 metres or over in height must be stabilized by attaching outriggers on both sides and at both ends.
- Where a platform is 5 metres above the supporting surface, the outriggers must extend at least 900mm out from the castor support point at 90 degrees to the end frame.
- Where an adjacent wall or rigid structure is more than 300mm away from the tower but less than the specified minimum width of the outrigger, the outriggers on that side should be angled to the end frames to achieve the maximum width possible.
- Wheel locks on the castors must be applied whenever the tower is being used, or is left unattended.
- The tower must not be used outdoors when the wind speed exceeds 40kph. If this situation occurs, and it is not practicable to dismantle the tower, it must be secured against movement or overturning. Apply the wheel locks, ensure that the outriggers are securely attached where fitted and where possible secure it to a rigid structure.
- When the tower is left unattended, other than for a short period, ensure that the securing procedure above is followed.

THANK YOU FOR TAKING THE TIME TO READ THESE INSTRUCTIONS, AND FOR PURCHASING THE EASY ACCESS H FRAME MOBILE TOWER.

The manufacturer 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.

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**OX® TRADE TELESCOPIC  
MULTI-PURPOSE LADDER**  
OPERATING PROCEDURE AND  
SAFETY INSTRUCTIONS

**TELESCOPIC MULTI-PURPOSE LADDER**



**WARNING**

1. Read these instructions completely before using the ladder. If you don't understand call +64-9-431-1055 for assistance.
2. Failure to comply with all instructions may result in serious injury.
3. This Manual should be read in conjunction with instructions on the ladder itself.



**1. DESCRIPTION**

- Product overview ..... 2
- Terminology ..... 3

**2. SAFETY**

- Inspection of product ..... 4
- Proper set-up and use ..... 4
- Proper care of product ..... 5

**3. SOFT TOUCH PUSH KNOB LOCKING HINGE**

- Hinge operations (adjust angle of ladder) ..... 6

**4. SPRING LOADED “J” LOCKS**

- Lock operation (adjust height) ..... 7

**5. PROPER USE**

- How to setup positions ..... 8

# 1 DESCRIPTION

## PRODUCT OVERVIEW

The OX Trade Telescopic Multi-Purpose Ladder is a professional grade, multi-purpose ladder that can be changed into different positions and working heights. (See Positions 1-3)



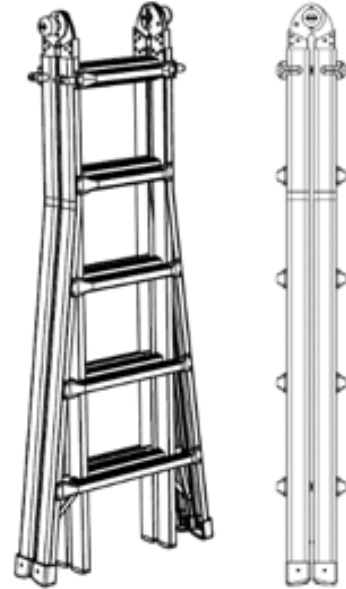
## WARNING

Use ladder only in positions as shown below. Any other position is misuse of the product which could result in serious injury or death.



## CAUTION

DO NOT overload ladder. Maximum weight of person, tools, and materials are not to exceed duty rating of 150 kg.



**STORAGE POSITION**

### Position #1

TWIN STEPLADDER

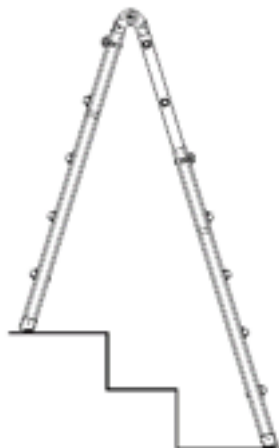
See page 8



### Position #2

STAIRWAY STEPLADDER

See page 10



### Position #3

TWIN STEPLADDER

See page 8



# WORKING HEIGHTS

The following chart shows the working heights of each of the available units in each of the 4 main positions.

Working Length Range	OXTL03	OXTL04	OXTL05
<b>A Frame</b>	1100-1700mm	1400-2320mm	1700-2930mm
<b>Extension</b>	2100-3320mm	2700-4530mm	3300-5720mm

# POSITIONS

The following chart shows the number of available positions for each of the available units in each of the 4 main positions.

Positions	OXTL03	OXTL04	OXTL05
<b>Step</b>	3	4	5
<b>Stair</b>	3	6	10
<b>Extension</b>	5	7	9

These ladders are all rated 150kgs

# TERMINOLOGY

Spend time to look at the figure below. Become familiar with names used to describe parts of the OX Trade Telescopic Multi-Purpose Ladder. They will be used throughout this manual.

Hinge lock

'J' lock

End cap



Inner ladder Section

Ladder side rail

Outer ladder section

Rung/step

## 2 SAFETY

### INSPECTION OF PRODUCT

For safety, follow these inspection instructions:



### WARNING

Failure to follow these instructions could result in serious injury or death.

- Never use ladder with missing, worn or damaged parts. Inspect before each use.
- Never repair a damaged ladder without permission from Easy Access Co.
- Destroy ladder if exposed to excessive heat (such as in a house fire) or corrosive agents (like acids or alkalis).
- For information on replacing parts or labels contact Easy Access Co. at the address given below. If possible, know model number of ladder for reference.
- For additional care, use and safety instructions, contact your employer, dealer or Easy Access Co.



Write or Call:  
EASY ACCESS CO 1999 LTD  
334 STATE HIGHWAY 12,  
MAUNGATUROTO 0587  
Ph:- +64 9 431 1055

## PROPER SET-UP AND USE

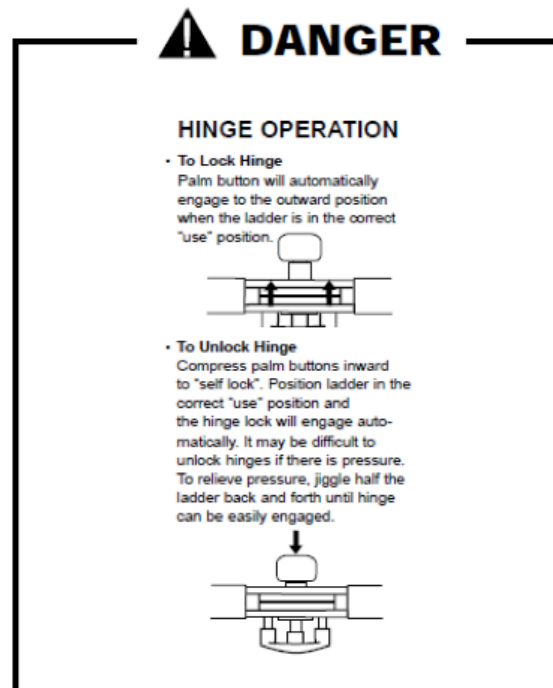
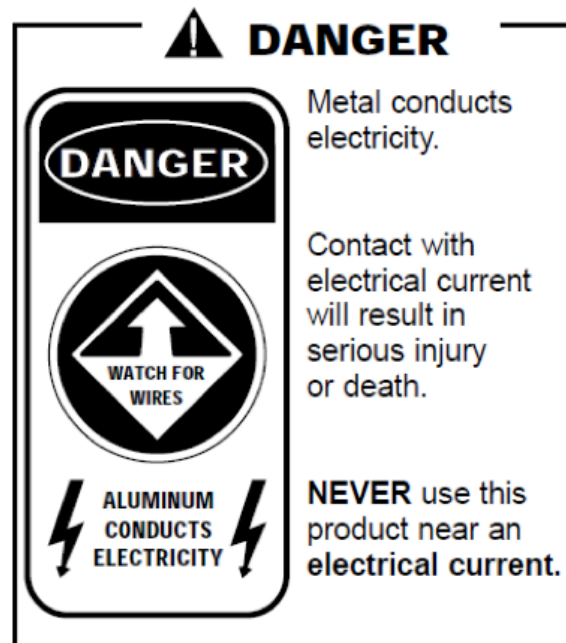
### For safety, follow these set-up and use instructions:

- READ ALL LABELS
- You should never use a ladder if you are not in good physical condition.
- Do NOT use in front of unlocked doors.
- Place feet on firm, level ground.
- If forced to use on slippery surface, secure ladder from sliding before climbing.
- The use of ladders on drop cloths may present a sliding hazard.
- When using as a stepladder or extension ladder, always face ladder and maintain firm grip.
- Never place anything on or under ladder to gain height, or use unstable means to adjust for uneven surfaces.
- Check that all four ladder ends are firmly supported to prevent excessive movements.
- Use extreme caution when getting on or off ladder.
- When possible, have someone hold the ladder.

## PROPER SET-UP AND USE (CONTINUED)

### For safety, follow these set-up and use instructions:

- Never walk, bounce or move ladder while on it.
- DO NOT OVER REACH. Always keep belt buckle between side rails when climbing or working. You may lose your balance and/or tip ladder.
- Wind loading can cause unbalance.
- Use extreme caution when pushing or pulling anything. You may lose your balance and/or tip ladder.
- Never use the ladder as a brace
- The maximum weight of a person, tools, and materials must not exceed 150kg
- DO NOT use any components not supplied or approved by Easy Access Co. with this ladder.
- To set ladder up: Support ladder by laying it on its side on the ground. Open to desired allowable position and then stand ladder up. Watch for overhead wires.
- Never use ladder jacks on this ladder, regardless of the manner in which it is being used.
- When using as a single or extension ladder, distance from base to base of support wall must be  $\frac{1}{4}$  of the working length of the ladder. The ladder must extend one metre above the roof, where applicable.



## PROPER CARE OF PRODUCT

### For safety, follow these care instructions:

- Always keep ladder clean of all foreign materials. Clean after each use.
- Check moving parts regularly. Lubricate all moving parts regularly. Use caution not to get lubricant on rungs or side rail.



# 3 SOFT TOUCH PUSH KNOB LOCKING HINGE

## HINGE OPERATION

For safety, follow these Soft Touch push knob hinge instructions:

The OX Telescopic Multi-ladder inner section allows the ladder to be folded into 3 set positions; extension ladder, twin stepladder, and storage. Each of these configurations is made possible by using the Soft Touch push knob locking hinge located on each side of the ladder.

To adjust the angle of the ladder:

- 1) With the center hinges in the closed position (See Figure 1) push the push knobs with the palm of your hand directly into the center of the ladder, they will stay in the open position.
- 2) In the open position (See Figure 2) the ladder angle can be adjusted.
- 3) When the ladder reaches any of the 3 set positions the push knobs will automatically spring back into the closed position.
- 4) To close ladder to the folded position repeat steps 1-3.

**Note:** Excess pressure on the centre hinge will make the push knob difficult to operate. Do Not Use any tools to pry or manipulate the hinge and or the push knob. If the push knob is difficult to use simply move one of the leg sections in or out to unbind the lock.

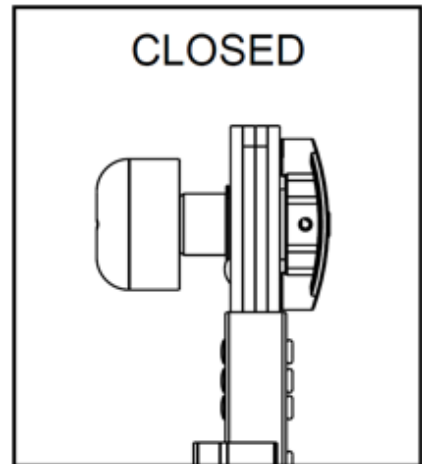
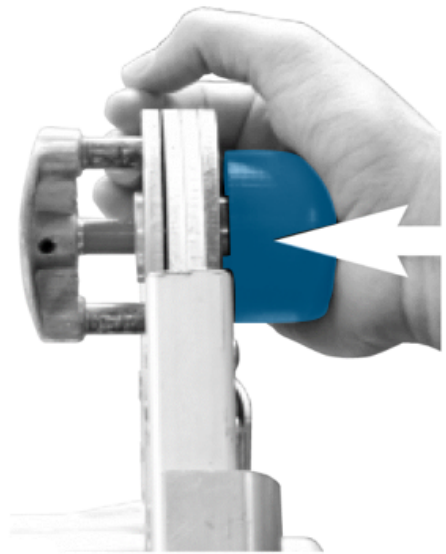


Figure 1

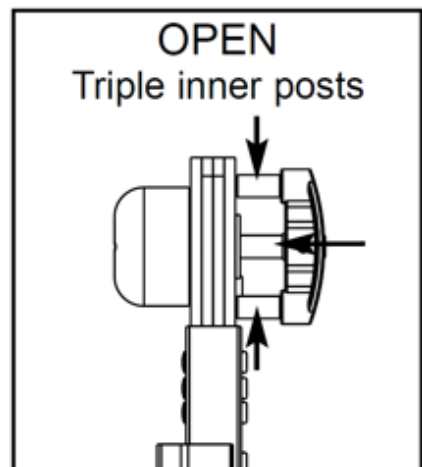


Figure 2



## WARNING

- Serious injury or death could result if supporting hinges are NOT LOCKED when ladder is in use.
- Make certain supporting hinges are LOCKED before using ladder EACH TIME.

# 4 SPRING LOADED “J” LOCKS

## LOCK OPERATION

For safety, follow these ‘J’ Lock instructions:

The OX Telescopic Multi-Ladder outer sections allow the ladder to telescope and change heights in all the configurations, besides the scaffold mode. Each of these configurations is made possible using the 4 Spring Loaded “J” locks 2 each on either side.

The Spring Loaded “J” locks are operated by pulling straight out and then rotating them away from the holes in the rails. Each “J” lock works independently allowing the end user to work the lock with one hand while holding the ladder with the other.

To adjust the height of the ladder:

- 1) Unlock the 4 “J” locks by pulling out and rotating the “J” lock away from the rung hole (See Figure 3).
- 2) Raise the inner section to the desire height.
- 3) While holding the inner ladder section with one hand, lock the 4 “J” locks by rotating them into the locked position (See Figure 4).



## CAUTION

- Ensure all ‘J’ locks are secure in a rung hole before climbing.
- Maintain control of the inner section while raising or lowering, failure to do so could result in injury.

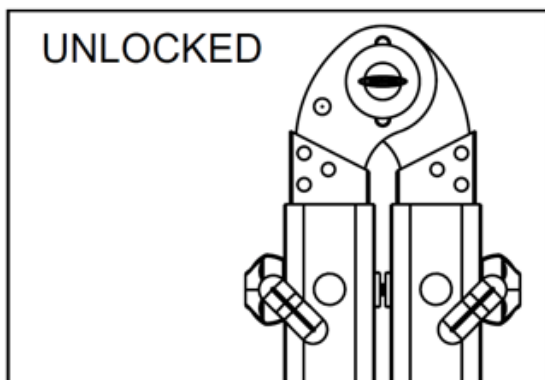


Figure 3

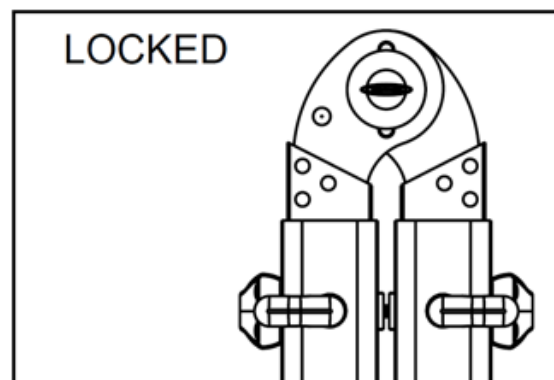


Figure 4

## 5 PROPER USE

### HOW TO SETUP POSITIONS

The OX Telescopic Multi-ladder can be used in positions shown below with no additional equipment required. The following instructions will demonstrate how to change the OX Telescoping Multi-ladder.

### POSITION #1

#### TWIN STEPLADDER



- 1) To configure the OX Telescopic Multi-Ladder into the stepladder position, follow the directions for changing the angle of the ladder (Section 3) using the push knob locking hinge.

**Note:** The stepladder position is easiest completed with the ladder standing up. In this position excess pressure is not exerted on the hinge.

- 2) At this point the height of the ladder can be changed to the desired height using the Spring Loaded "J" locks and the instructions for them (Section 4).



### CAUTION

- For every position all hinges are supporting hinges and must be locked.
- Never straddle front and rear sections.
- Always face ladder and maintain firm grip while on it.
- DO NOT stand on or above second rung from top of ladder.

## POSITION #2

### STAIRWAY STEPLADDER



- 1) To configure the OX Multi-Ladder into the Stairway Stepladder position – this position is used when the user needs to work in a stairway.
- 2) To achieve this position, configure the ladder in the stepladder configuration as described in position #1. Raise to desired height.
- 3) Lower one side of the inner section until the desired step height is reached as described in position #2 above.
- 4) Position ladder on stairway, ensuring all legs are on firm ground or steps.



## CAUTION

- Always face ladder and maintain firm grip while on it.
- DO NOT stand on or above second rung from top of ladder.

## POSITION #3

### EXTENSION LADDER



- 1) Configuring the OX Multi-Ladder into the extension ladder position, as with the stepladder position, the extension ladder position starts with changing the angle.

**Note:** The push knob hinge will catch in each of the 3 positions. Continue to disengage and rotate the sections until the desired position is reached.

- 2) With the ladder standing up, unlock the upper section "J" locks and walk the upper ladder section out. If more height is needed, extend the opposite section in the same way. Slide outer sections apart until desired length is met.



## CAUTION

- Hinges and 'J' Locks must be secure before climbing ladder
- Never use ladder jacks on this ladder.
- Always face ladder and maintain firm grip while on it.
- DO NOT stand on or above second rung from top of ladder.



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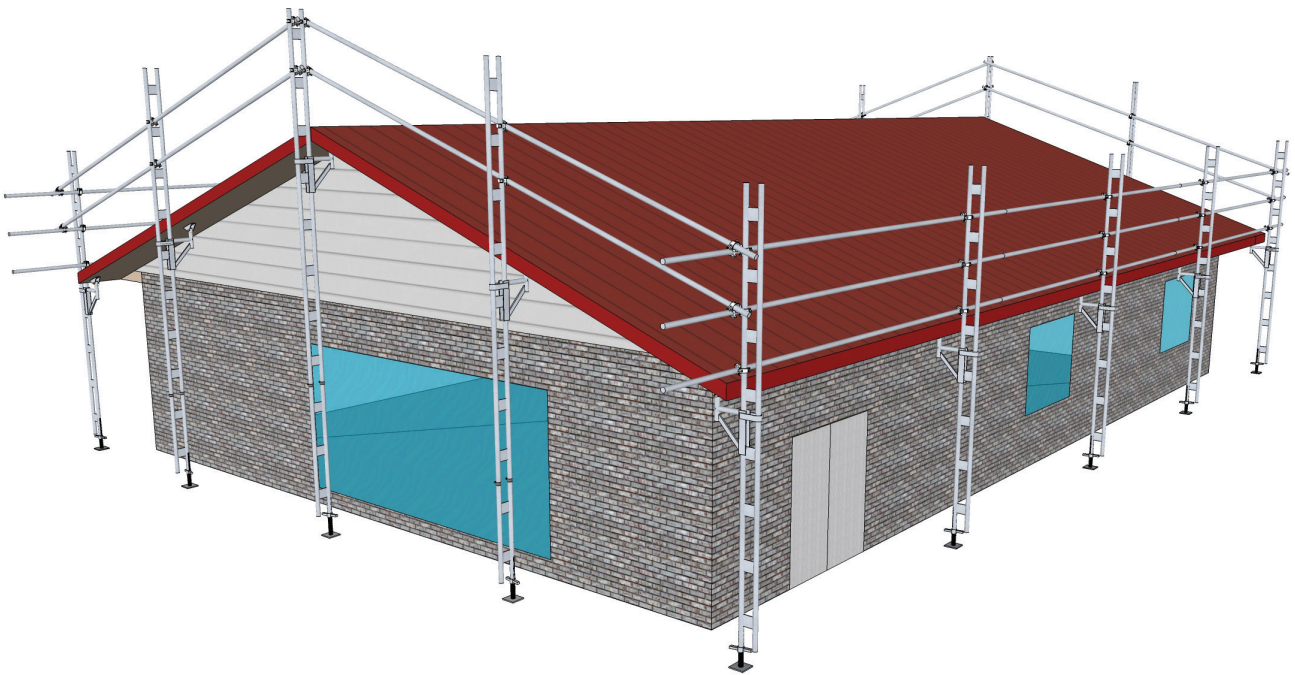


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# EDGE PROTECTION SYSTEMS

## OPERATIONAL SAFETY AND ASSEMBLY INSTRUCTIONS FOR ALUMINIUM PLATFORM EASY RAIL

### ALUMINIUM EASY RAIL SYSTEMS



Users of the **Easy Access Platform Edge Protection System** - please read the following instructions carefully and do not erect or use system until the instructions have been read and understood.

We strongly suggest that users be familiar with and follow the “**Temporary edge protection standard**”, and ‘**Scaffolding**’ **AS/NZS 1576. 2013**. These are available from **Standards Australia** and **NZ**.

Further information is available in the SARNZ publication; “**Best Practise guidelines for Scaffolding in NZ**”

More information is also available at [www.workcover.nsw.govt.au](http://www.workcover.nsw.govt.au) and [www.dol.govt.nz](http://www.dol.govt.nz)

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## MAINTENANCE

All Easy Rail platform edge protection components must be checked regularly for damage such as dents, cracks, buckling and the like. If found the system must not be used. Damaged or missing components are easily replaced, and must be so before further use.

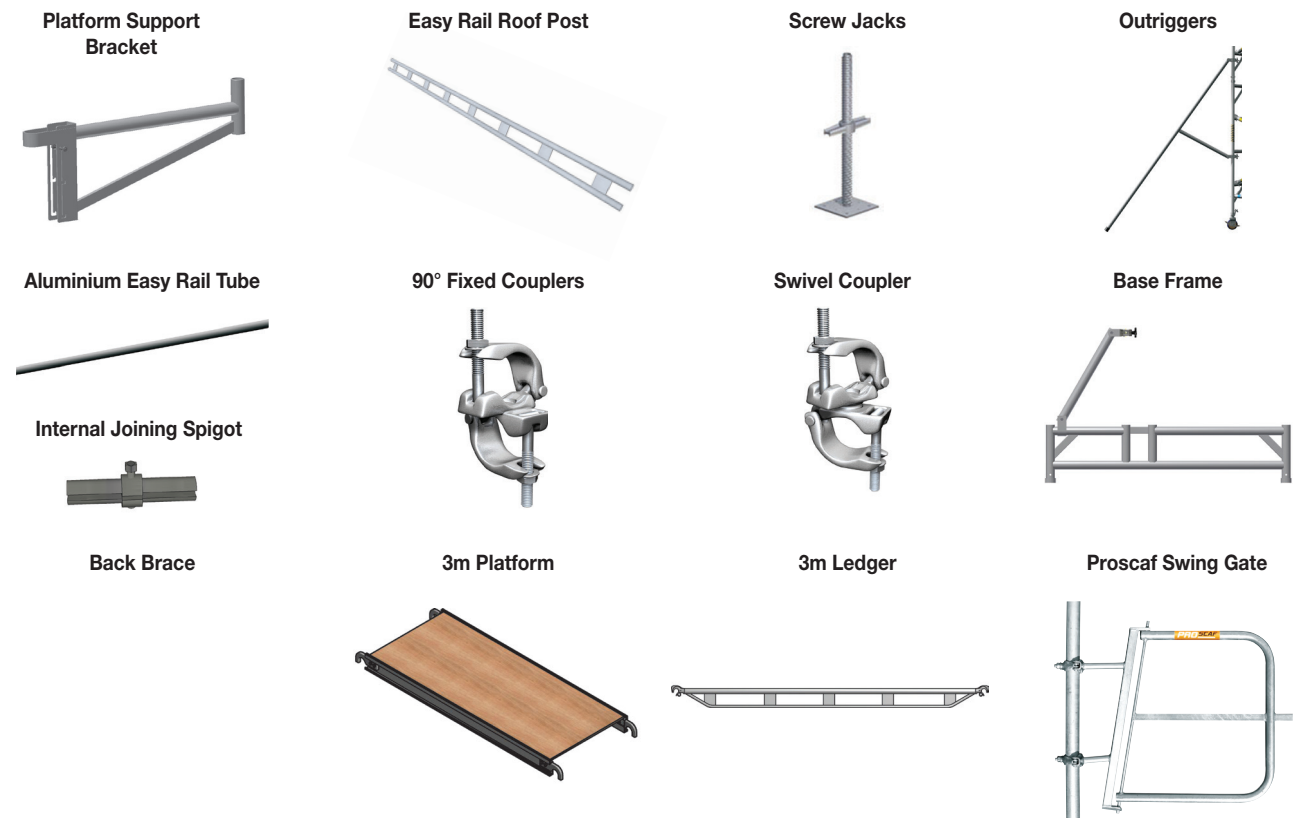
The following components in particular must be checked against the relevant criteria:

- Roof Posts, Base Frames and Aluminium Tube: Ensure all tube has a minimum OD of 48mm, and there are no dents, buckling, pits, deep scoring, twisting, weld cracks or bends or in them.
- Cantilever Platform Support Bracket: Check structure for the same defects as detailed in (1). Ensure the retaining bolt is in place.
- Screw Jacks: Ensure that the threaded stem is kept well lubricated and the nut cannot travel closer than 150mm to the end of the spindle. The base plate must sit flat on the support surface.
- Couplers and Joining Spigots: Ensure the manufactures name is stamped on the coupler and there is no twisting, cracks, splitting, stripped threads, missing or stretched rivets or nuts on any coupler or spigot.

Your supplier can assist with replacing or trading damaged components and is able to give advice and/or assistance.

## ASSEMBLY / COMPONENTS

The Easy Rail system consists of the following components:



## INSTALLATION / DISMANTLING

Define the full work zone to be protected and how it will be accessed. A minimum of two staff members will be required to erect the Platform Easy Rail Edge Protection System. Tools that will be required in the assembly of Platform Easy Rail are: Adjustable wrench or socket, level, tape measure, inclinometer, ladders and suitable sole plates if the support surface is unable to effectively carry the imposed load of the system.

- Measure the height of the building fascia line and select the applicable Easy Rail post length. The post should extend at least 1050mm above the fascia line. In the case of gable ends check the fascia line height at intervals no greater than the length of the work platforms being used measured horizontally. Easy rail posts should not be joined longitudinally when supporting a work platform. Note; the maximum length of the post should not exceed 5mtrs.

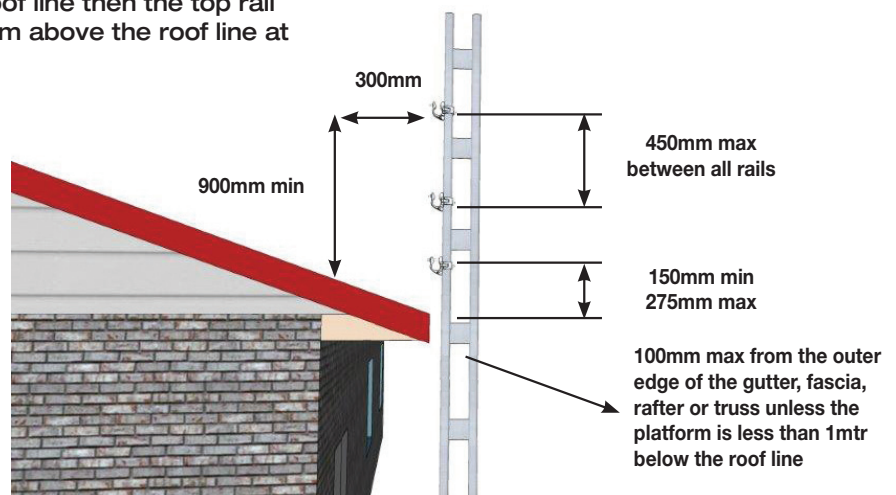
**The Easy Rail system is designed primarily for residential use. The maximum height of the work platform must not exceed 4.5 metres.**

## INSTALLATION / DISMANTLING

1. For gable end roof edge protection a top rail, and mid hand rail is the minimum requirement, roof slopes greater than 10° from the horizontal require three tube hand rails. **In no circumstances shall tube rails extend unsupported more than 1000mm past an Easy Rail post.**

### Instructions for the erection of Easy Rail Platform edge protection with a maximum platform height of 2.5m (single story)

2. Slide a platform support bracket over each Easy Rail post. Attach 3 x 90° couplers to the top of the post spaced at 450mm nominal centres from the top. **Note: The coupler tongues should face upwards on the post to assist with installing the tube hand rails.**
3. Insert 2 screw jacks into the sleeves on a Base frame and set it up at one corner of the building. Take care to position it so that the platform support bracket will hold the platform no more than 225mm away from the wall. Adjust the screw jacks to ensure the base frame is firm and level on the support surface. Add suitable sole plates under the screw jacks if the support surface is not sufficiently firm enough to support the platform loading.
4. Position the second base frame down the wall at the correct spacing to ensure the work platform will fit on to the platform support bracket. Attach a ledger rail to one of the posts sleeve receptacles on each base frame to space them correctly. Continue to position base frames along the wall repeating steps 4 and 5. **Note: The maximum distance base frames can be spaced apart is 4mtrs.**
5. Insert Easy Rail posts into expanding spigots set into the sleeve receptacles on the first and second base frame and firmly tighten the spigot bolts. Attach a ledger rail to both posts approximately 2mtrs up the post to hold them upright. Attach an angle brace to the base of the first post and to the upper section of the second post. Use a spirit level to ensure that both posts are standing exactly vertical and tighten the angle brace wing nuts firmly. Continue to attach Easy Rail posts to the base frames along the wall attaching a ledger rail at approximately 2mtrs up each post to keep them vertical. **Note: Angle braces must be spaced no further apart than every 4th bay.**
6. Once the section of wall has the base frames and posts set up, re-check the height of the platform support brackets to ensure they are held vertical by the angle brace and ledgers. Re-check the height of the platform support brackets to ensure the platform location will be correct. **Note: If the post is more than 150mm away from the building fascia or gutter line then the platform support bracket must be no more than 1m below the line of the fascia or gutter.** Place the work platforms on the platform support brackets along the length of the wall.
7. Attach tube hand rail and mid rail to the platform side of the posts using 90 degree scaffold castors. The handrail must be between 0.9m and 1.1m above the platform and the midrail between 0.45m and 0.55m above the platform. Ensure the scaffold coupler nuts are firmly tightened. Note: Handrail tubes are joined together using expanding spigots. Once the handrail tubes are all in place then the upper clip-on ledgers can be removed and used elsewhere. **Note: the bottom clip-on ledgers must not be removed.** If the platform is higher than 2m from the support surface then suitable toe boards must be attached to the posts on the outside of the platform. Scaffold planks attached with Putlog couplers are acceptable to be used as toe boards.
8. Once the platforms and platform handrails are in place then the edge protection guardrails must be attached to the posts using 90 degree scaffold couplers. **Note: attach the scaffold couplers to the posts with the coupler 'tongue facing up to assist with positioning the guardrails.** The couplers and tube must be positioned on the posts according to the following parameters:
  - a) The top rail shall be not less than 900mm above the surface when measured 300mm in from the roof edge. The Easy Rail system is not designed for roof slopes greater than 35° to the horizontal. **Note: If the platform is no more than 1mtr below the roof line then the top rail must be not less than 900mm above the roof line at the gutter.**
  - b) Distance between the rails shall not be less than 450mm.
  - c) The vertical distance between the lowest rail and the roof edge shall not be less than 150mm and not greater than 275mm.
  - d) Ensure the three tube rails are as close to parallel as possible.



## EXTRA HEIGHT FRAMES

1. Re-check that all coupler and spigot bolts/ nuts are firmly tightened and that the handrail height dimension requirements are complied with. Re-check that the inner edge of the platform is no further than 225mm away from the edge of the building and there is a clear 450mm of platform width outside the fascia or gutter line. **Note: if the platform edge is required to be further than 225mm away from the edge of the building due create a minimum clear working width of 450mm then handrail posts to support handrails can be attached to the inner sleeve of the platform support brackets using expanding spigots. (Contact your supplier for further details).**

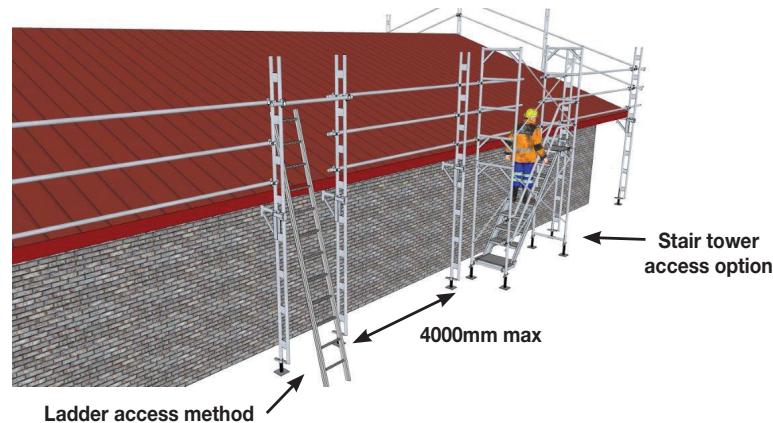
## INSTALLATION / DISMANTLING

2. Starting from the next corner repeat steps 1 - 10 down the second wall. **Note: the first post on the second wall on any corner must attach to the ends of the platform and edge protection guardrails/handrails from the first wall using 90 degree scaffold castors.**
3. Gated entry points can be established at any external corner; there must be at least one per building. The gate is fixed to the post using single scaffold couplers and must open into the platform. The top of the gate must be 1.0m above the platform. See fig... for set up details.

**Further instructions to set up the double story Platform easy rail system.**

**Step 1:** The Platform Easy rail base frames attach to standard Easy Access open H frames or Multi-cross frames. Set up the H frames using screw jacks to adjust the frames to the correct height and level and attach cross braces to hold the frames vertical. (See additional H-Frame instruction manual for more detail on the safe erection of the frames).

**Step 2:** Continue to set the H-frames up along the two story wall or gable end. Next attach the Platform easy rail base frames to the top of the H-Frames and continue through steps 3-12 around the building. **Note: platforms can be placed temporarily on the top transom of the H-Frames to assist in erecting the Platform easy rail system. These can be removed once the system is erected.**



## TRANSPORTATION / STORAGE

The Easy Rail system can be transported on any suitable vehicle including heavy duty roof racks. The posts and tubes must be securely fastened to the vehicle. Easy Rail components may be stored outside.

## TESTING

The Easy Rail system has been designed and tested according to the dynamic test requirements outlined in AS/NZS 4994.1:2009 and the test requirements outlined in AS/NZS 1576.1, 3, 2013.

THANK YOU FOR TAKING THE TIME TO READ THESE INSTRUCTIONS, AND FOR PURCHASING YOUR EASY ACCESS PLATFORM EASY RAIL SYSTEM.

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.

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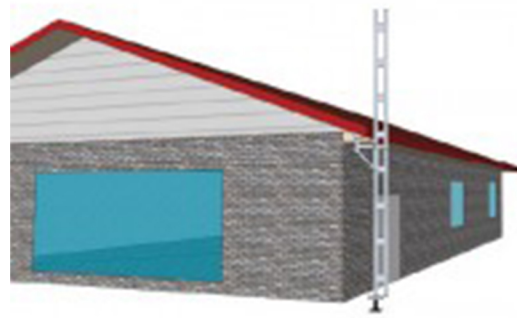


Reach it the **easy** way

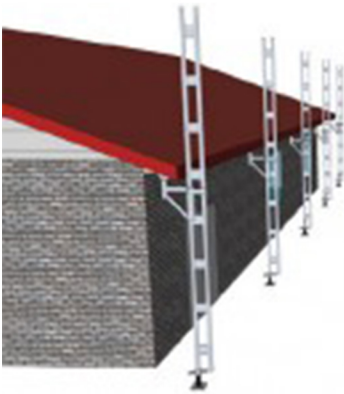




**STEP 1:** Measure the height to the underside of eaves and place the cantilever bracket at correct height on the easyrail post.



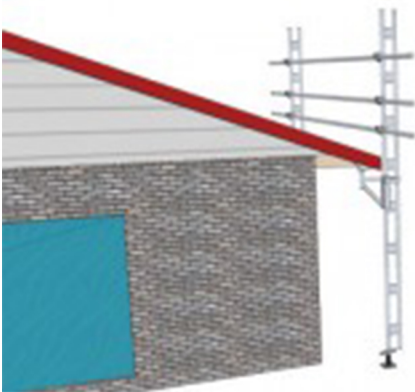
**STEP 2:** Place base of post over a screw jack and lean against the roof edge of the building. Repeat and space no more than 4m to desired length.



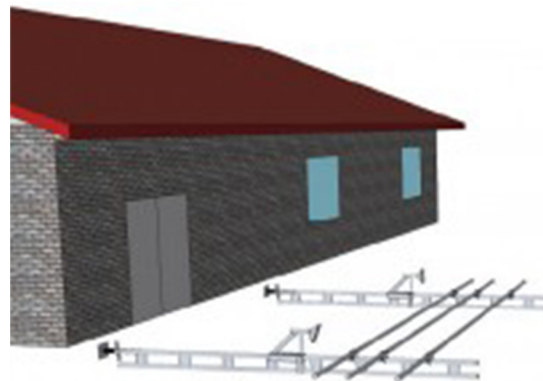
**STEP 3:** Adjust the screw jack until the cantilever bracket is held firm under the eaves. Ensure the post is vertical and the cantilever bracket is under a solid member if required, fix bracket to underside of eaves.



**STEP 4:** Using a ladder, place rail coupler at a point 200mm above the roof line. Fix 2 more couplers at 500mm and 1000mm above this same point. Ensure the coupler “tongues” are positioned facing upwards to hold handrail.



**STEP 5:** Using a ladder, place the aluminium tube rails in position, then tighten each coupler.

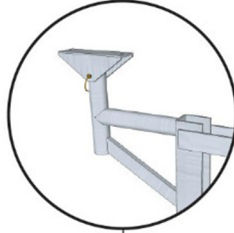


**STEP 6:** If 2 people are available then the horizontal rails can be fitted to the posts while on the ground. Lift the complete assembly into place and tighten screw jacks under the eaves.

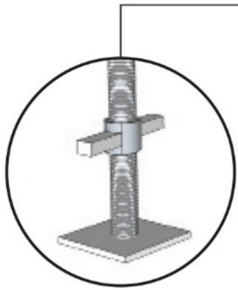
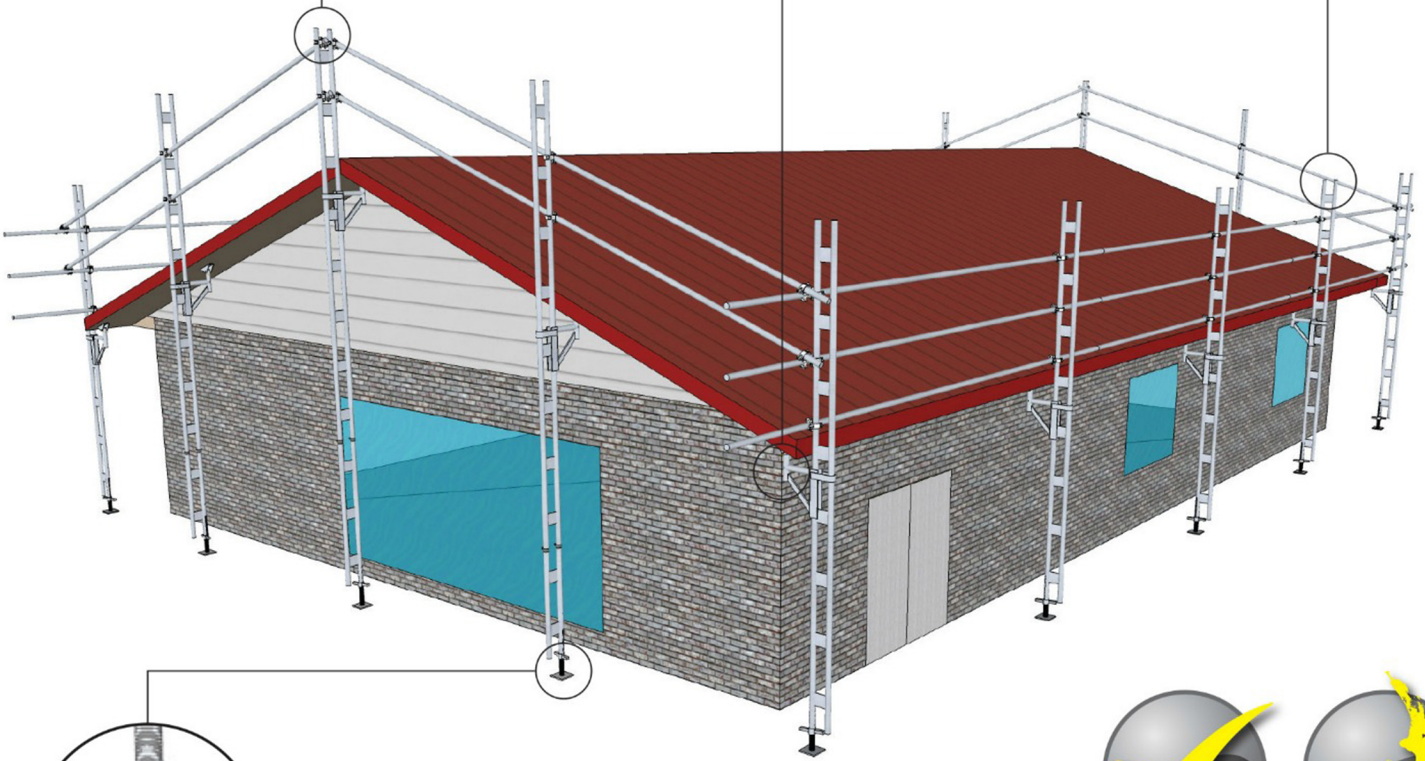
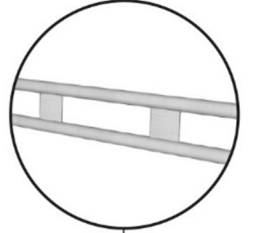
SWIVEL COUPLER



CANTILEVER BRACKET



EASYRAIL POST



**COMPLIES TO**  
AS/NZS  
4994 : 2009



**MADE IN**  
NEW ZEALAND



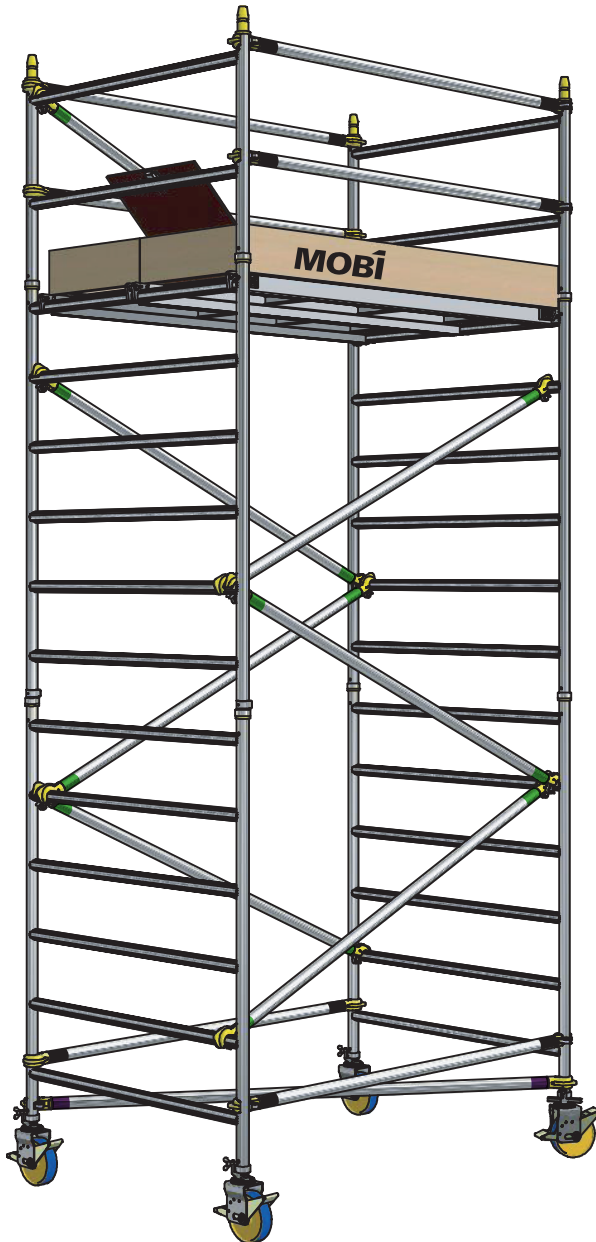


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# MOBĪ SCAFFOLD SYSTEMS

OPERATIONAL SAFETY AND ASSEMBLY  
INSTRUCTIONS FOR MOBĪ ALUMINIUM  
SCAFFOLD TOWER WITH SNAPLOCK  
COMPONENTS

## MOBĪ ALUMINIUM SCAFFOLD TOWER



Users of an **Easy Access MOBĪ Scaffold Tower** - Please read the following instructions carefully and do not erect or use the scaffold until the instructions have been read and understood.

We strongly suggest that users be familiar with and follow the '**Standard for Scaffolding**' AS/NZS 1576.1-6:2010. This is available from **Standards Australia** and **NZ**.

Further information is available in the SARNZ publication; '**Best Practise guidelines for Scaffolding in NZ**', also [www.workcover.nsw.govt.au](http://www.workcover.nsw.govt.au) and [www.dol.govt.nz](http://www.dol.govt.nz).

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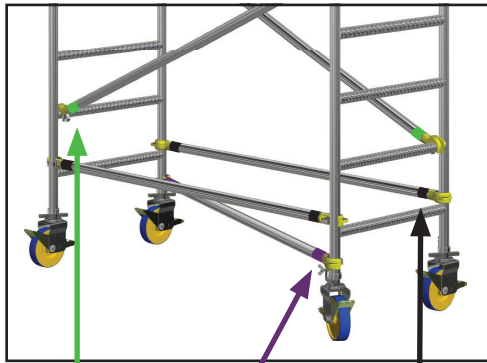
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# MAINTENANCE

All MOBI towers and components must be checked regularly for damage such as dents, cracks, buckling and the like. If found the MOBI component must not be used. Damaged components are easily replaced, and must be so before further use. Contact your supplier.

## COMPONENTS

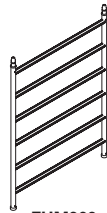
### COLOUR CODING



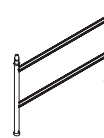
**GREEN**  
Diagonal  
Bracing

**PURPLE**  
Plan Brace

**BLACK**  
Ledgers,  
Handrails,  
Midrails



**FHM360**  
Multi Ladder Frame



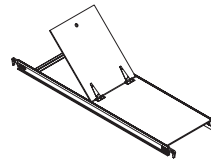
**HFF300**  
Guard Rail Frame



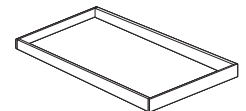
**CA200**  
Adjustable 200mm  
Casters



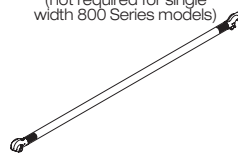
**PFS425**  
Standard Platform  
(not required for single  
width 800 Series models)



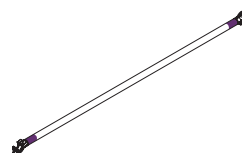
**PFA425**  
Access Platform



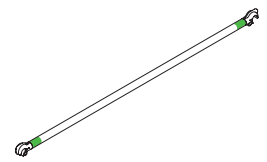
**TBP480**  
Toeboard



**GRB300**  
Guard Rail/Ledger



**PBA745**  
Plan Brace

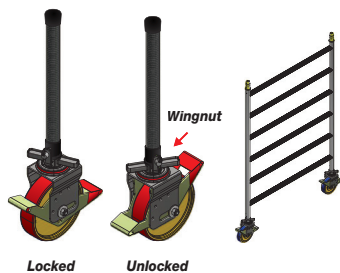


**ACB100**  
Diagonal Brace

## ASSEMBLY INSTRUCTIONS - FOR MOBI TOWERS

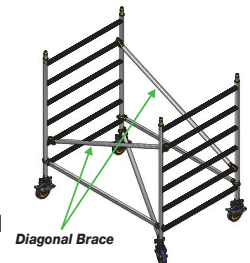
### STEP 1:

Attach Casters to the two Base Frames and tighten Wingnuts. Casters should be Locked.



### STEP 4:

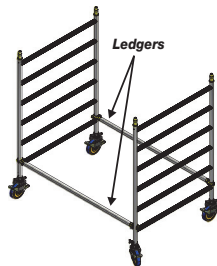
Fit one end of a green coded Diagonal Brace to the second transom up from the base of one frame. Fit the other end of the brace to the second transom down from the top of the opposite frame. The brace should be positioned immediately inside the vertical frame members on one side.



### STEP 2:

Fit black coded Ledgers to vertical Standards immediately above the lowest transom as shown. One on each side of the Frame with Grasper hooks facing outwards. These will hold the Frames upright while other bracing is attached.

Note; ensure the locking hooks on each grasper are fully engaged.



Repeat the process for a second diagonal brace on the opposite side. The braces must be installed at opposing angles to each other as shown.

### STEP 5:

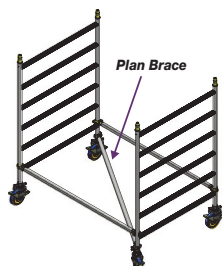
Install platforms side by side on the applicable frame transom (cross member). If extra frame lifts are to be added, install the platforms on the top transom as shown. This will assist in the erection of the upper frames. Ensure the base is level on both planes by adjusting Caster Screw Jacks.

Note: single width frames will only have one access platform included.



### STEP 3:

Fit Red coded Plan Brace on diagonally opposite corners of the tower immediately above the collars on the frame.



## STEP 6:

**Follow these directions where the tower is to be erected higher than a single lift:**

Place the next two Frames on Spigots inserted into the top of the base frames.

Attach Spring Clips through Frame Standards into the groove in the spigot to lock them together.

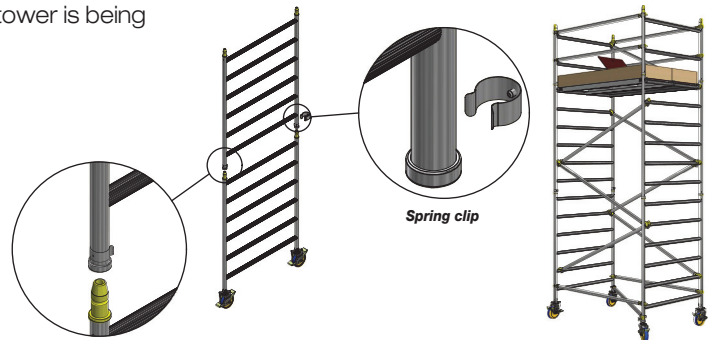
Attach two more diagonal braces to the tower. One end of the braces attach to the same transoms as the lower braces.

Attach the other end of the braces to the relevant transom on the second frame lift as shown.

**Note;** the two braces in this assembly must also be set at opposing angles to each other.

Install a ledger guardrail on each frame side at least 0.9m above the platforms for temporary protection while the tower is being erected.

Raise the platforms to the desired working height or to the top transoms on the second frame lift.



## STEP 7:

If the platforms are supported by either of the top three transoms on the upper frame lift, guardrail frames must be installed.

Guardrail frames fit onto the lower frame spigots as per step 6 and are locked with spring clips.

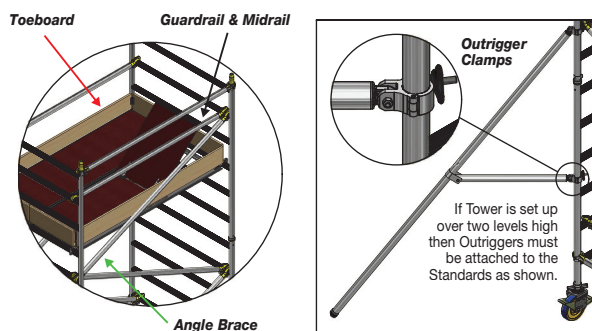
Attach one only angle brace hook immediately adjacent to one of the lower braces and the upper end to the second transom on the guardrail frame as shown.

Attach a guardrail and midrail on the two top transoms of the guardrail frames on both sides of the tower as shown.

A toeboard set must be attached to the platform level on all towers over 2mH or where there is a significant risk of tools or materials being dislodged from the platform.

**Note A:** The procedure above is also completed where a guardrail frame set is attached to the top of the base frame set.

**Note B:** before any tower over 2mH is operated; the working level must be fully decked with platforms. There must be a guardrail attached between 0.9m - 1.1m above the platform level along with midrails on each side of the tower.



There are two outriggers supplied with tower configurations over 2 lifts high as standard. If the tower is to be operated more than 300mm away from a fixed vertical support surface two more outriggers must be attached so that there is one on each corner of the tower.

Outriggers must be positioned to increase the base dimensions as much as practicable with a minimum height to width ratio of 3:1.

## OPERATION

- Ensure castors are and securely braked once the tower is in position.
- Use the height adjustment mechanism on the castors to ensure the tower base is level.
- Ensure outriggers are fitted to increase the base width of the tower if the platform is over 4 metres in height.
- Outriggers must rest firmly on the ground and be fitted to any side of the tower that is not within 300mm of a secure support surface, ie. a wall
- Climb up the ladder and through hatch lid to gain access to the platform maintaining three points of contact at all times while on the ladder.
- Ensure the total load does not exceed 225kgs.
- The tower must only be used on a firm surface that is free of obstructions.

# SAFETY INSTRUCTIONS

DO NOT use the MOBI scaffold tower:

- If the total load will exceed 225 kilograms.
- If the user is affected by alcohol or drugs.
- If any conductors of an overhead electrical power line are less than 4 metres from the tower.
- If any surface where the tower is to be used is not firm or level.
- If the tower is positioned in such a way that the operator could fall more than 1 metre, unless guardrails are fitted.
- Where a fall would result in serious injury unless guardrails are fitted. E.g. protruding reinforcing rods or other hazards near the tower.
- If the tower has not been subjected to regular maintenance checks or is known to be defective.
- When the platforms are greasy or slippery and poor footing results.
- If the user has not had adequate training in the use of the MOBI scaffold system.

## GUARDRAILING

- Guardrail half frames must be used at each end of the tower when the platform is at the top height setting on any frame or the topmost cross member of a frame is less than 900 mm above the platform.
- Guardrail half end frames fit on top of standard MOBI and support clip-on guardrails and mid-rails.
- Clip-on guardrails and mid rails attach to the cross members of the guardrail frame

## OUTRIGGERS

- Outriggers are used to increase the sideways stability of the tower when it is used as a freestanding mobile scaffold with a platform height of 5 meters or over, or to stabilize the side away from an adjacent wall or other rigid structure that is not greater than 300mm away.
- Outriggers are attached to the frame uprights to increase the effective width of the 1.37 metre wide end frames.
- The outrigger end must rest firmly on a hard surface.
- Freestanding towers 5 metres or over in height must be stabilized by attaching outriggers on both sides and at both ends.
- Where a platform is 5 metres above the supporting surface, the outriggers must extend at least 900mm out from the castor support point at 90 degrees to the end frame.
- Where an adjacent wall or rigid structure is more than 300mm away from the tower but less than the specified minimum width of the outrigger, the outriggers on that side should be angled to the end frames to achieve the maximum width possible.
- Wheel locks on the castors must be applied whenever the tower is being used, or is left unattended.
- The tower must not be used outdoors when the wind speed exceeds 40kph. If this situation occurs, and it is not practicable to dismantle the tower, it must be secured against movement or overturning. Apply the wheel locks, ensure that the outriggers are securely attached where fitted and where possible secure it to a rigid structure.
- When the tower is left unattended, other than for a short period, ensure that the securing procedure above is followed.

THANK YOU FOR TAKING THE TIME TO READ THESE INSTRUCTIONS, AND FOR PURCHASING THE EASY ACCESS MOBI MOBILE TOWER.

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.

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## **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](http://www.workcover.nsw.gov.au) & [www.dol.govt.nz/worksafe/](http://www.dol.govt.nz/worksafe/)

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## MAINTENANCE

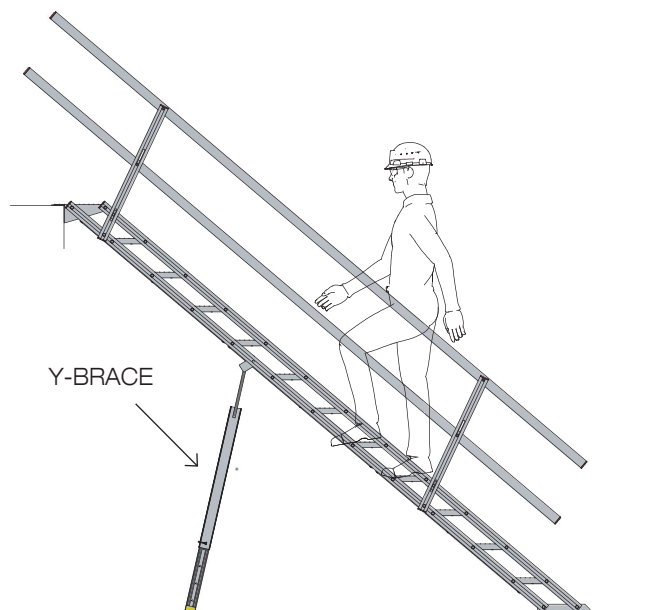
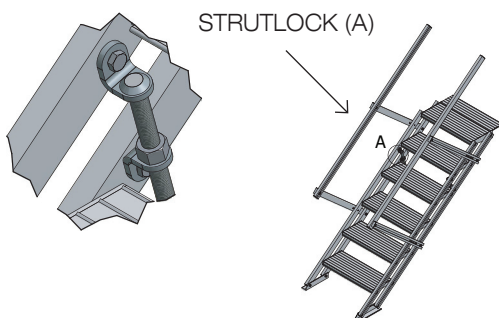
- The Portable Safety Stair should be checked monthly for damage such as dents, stress cracks, weld cracking, buckling, missing components, damaged hardware and the like. Details of checks should be recorded in the company's plant maintenance records.
- If any of the above defects are discovered these 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.

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# SCAFFOLD & LADDER SYSTEMS

## OPERATIONAL SAFETY AND ASSEMBLY INSTRUCTIONS FOR WHDP HEAVY DUTY WORK PLATFORMS

### WHDP HEAVY DUTY WORK PLATFORM



Users of the Easy Access **Heavy Duty Work Platforms** - please read the following instructions carefully and do not operate the platform until the instructions have been read and understood.

**The Heavy Duty Work Platform** is manufactured to the requirements of AS 1657: 2013.

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



SafeSmart Australia  
P.O Box 313, 65 Atkins Road  
Ermington, NSW, Australia  
AU PHONE 61-2-8844 4500  
FAX 61-2-9807 7500  
[www.safesmartaccess.com.au](http://www.safesmartaccess.com.au)

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# COMPONENTS

## Tools Required

- Carpenters square
- Socket wrench or impact driver and 17mm socket
- Soft-headed mallet
- 17mm ring spanner
- Allen key 6mm



Lift up Entry Gate and Hardware

## Hardware



M10x20mm Bolt



M8x40mm Button-Head Bolt



M8x35 Button-Head bolt



M8x55mm Bolt



M10 T-Bolt

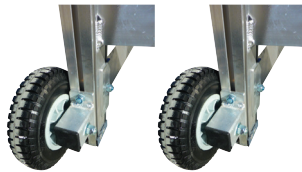


M10 Nyloc Nut



M8 Nyloc Nut

Wheel Assembly x 2



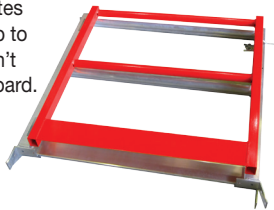
Side Braces x 2

(4x for WHDP09 and larger platforms)



Side Handrails and Exit Gate

Note: exit gates on models up to WHDP06 don't have a toe board.



Ladder Handrail x 2



Back Leg Frame



Ladder/Platform Frame



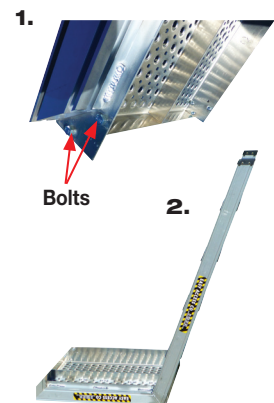
Corner Brace x 2 (WHDP06 - WHDP11)



# ASSEMBLY INSTRUCTIONS

## STEP 1: Platform to Back Leg Frame

Fit 4 x M10 x 20mm bolts into holes at the non-ladder end, on both sides of the platform. Finger tighten with the nyloc nuts to the inside of the platform. **(1)**



## STEP 2: Platform/Ladder Back Leg Frame

Lay the platform frame top down on a flat surface with the ladder frame facing up. Note: the ladder may need temporary support on larger models.

## STEP 3 Platform to Back Leg Frame

Attach the back leg frame to the ladder/platform frame by sliding the bolt heads into the slots in the frame extrusion. **(3)** Bring the two components together and firmly tighten the nyloc nuts **(4)** The ends of the two pieces of extrusion must be firmly touching each other with no gap. Note: a soft headed mallet may be used carefully to help position the ends. **(5) The angle between the back leg frame and the ladder platform must be 90°.** Note: if side outriggers are to be fitted to the platform then insert 4 M10 x 20 standard bolts into the extrusion slots on both sides of the back leg frame before attaching the frame to the platform.

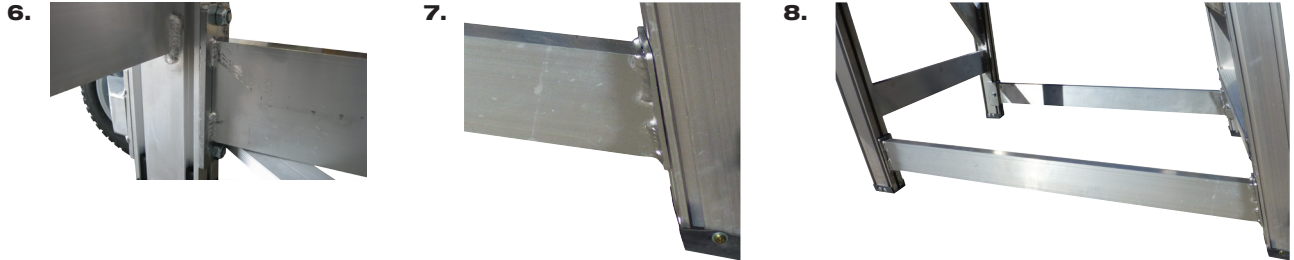


# ASSEMBLY INSTRUCTIONS

## STEP 4: Bottom Side Braces

The Side braces attach to the inside faces of the back leg (6) and ladder (7) frames. Insert T-Bolts into the holes in the bracket end plates and finger tighten 10mm nyloc nuts to the T bolts. Insert the T bolt heads into the slots in the ladder frame extrusion, twist clockwise to lock them and tighten the nuts firmly.

**Note: The Bottom side braces must be 90° to the back leg frame and the inside faces of the brace end brackets must sit firmly against the inside faces of the ladder and back leg frames. (8)**



## STEP 5: Mid Side Braces

On the WHDP07 and larger platforms, add a pair of second side braces midway between the bottom side braces and the underside of the platform, attaching them to the frames using the same technique as the bottom braces, with T-Bolts fitted through the bracket end plates welded to the braces. Attach 10mm nyloc nuts and tighten firmly. **Note: The Mid Side braces should be 90° to the back frame and the inside faces of the brace end brackets must sit firmly against the inside faces of the ladder and back leg frames.**

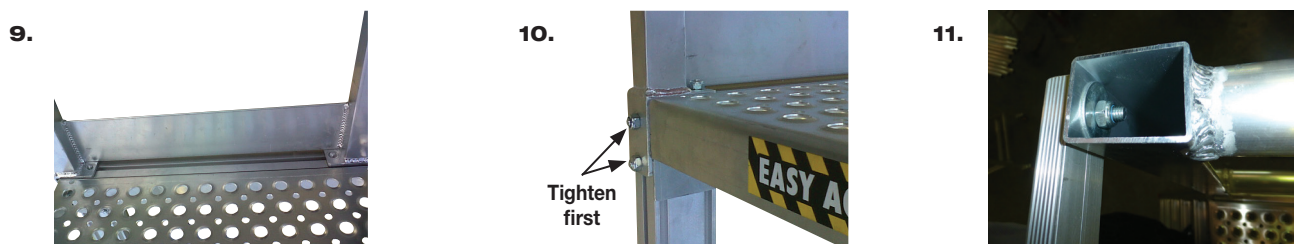
## STEP 6: Platform Guardrails

Insert T-Bolts into the holes in the handrail mount plates, attach and finger tighten 10mm nyloc nuts to the bolts as in step 4. Fit the side guardrail frames to the platform side extrusion by inserting the T bolt heads into the slot in the extrusion as shown (9), (10). Twist the T bolts clockwise and firmly tighten the nyloc nuts as in step 4. Repeat this step for the guardrail on the opposite side of the platform (11).

**Note: Ensure the T-Bolts attaching to the back leg frame are tightened first (10).**

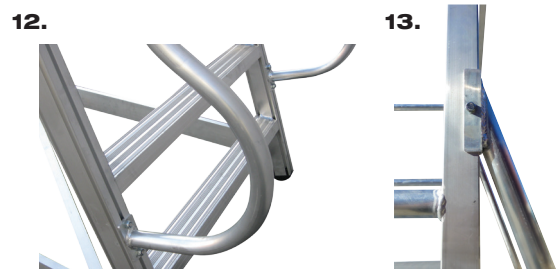
Attach entry gate to the post at the top of the ladder frame using the hardware already attached to the gate. Insert the end of the bolt into the receiving hole in the handrail post, fit the large washer and nyloc nut to the bolt inside the post and tighten firmly. Insert the cap into the top of the post to complete the gate assembly.

Ensure the exit swing gate pin engages correctly with the receiving latch on the post.



## STEP 7: Ladder Guardrails

Insert T-Bolts into the bracket at the base of the ladder handrails and attach and finger tighten nyloc nuts to the bolts. Fit the head of the T-Bolts into the slot in the ladder frame extrusion at the base of the ladder and twist the bolt anti clockwise to lock it into the slot (12), attach the top channel to the handrail post at the top of the ladder (13). Fit the M8 x 55 bolt through the holes in the channel and post and tighten the nyloc nut firmly. Complete the process by tightening the 10mm nyloc nuts firmly on the T-Bolts at the base of the ladder frame.



## STEP 8: Final Adjustment

Stand the ladder on its feet and ensure all nuts are firmly tightened and the ladder is firm and level on the support surface. Ensure that the heads of all T bolts are locked into place within the extrusion.



# ASSEMBLY INSTRUCTIONS

**Check each bolt end to ensure there are no more than two turns of thread showing past the nyloc nut.** Note: The support surface that is used to 'set' the platform must be exactly level to ensure the platform doesn't 'rock' when in use. If the platform does 'rock' a little, loosen the bolts attaching the platform/ladder frame to the back leg frame; 'settle' the platform and re-tighten.

## STEP 9: Planbrace

WHDP07-11: These models have a 40 x 15mm extrusion Planbrace which attaches to the underside of the bottom side braces, on each side across the plan of the ladder. Nuts are preset into the base of the bottom side braces which the M8 x 40 button head bolts are inserted into. Tighten the bolts firmly into the nutserts.

## STEP 10: Corner Braces

WHDP04 - 11 models have a corner brace each side that attach to the base of the platform side extrusion and the back slot on each back frame stile. Position them at an equal 45° angle, attach with T-Bolts and tighten 10mm nyloc nuts firmly.



## STEP 11: Stabilizer Arms

WHDP09 - 11 may have stabilizer arms fitted. These are to be used at all times unless the platform is closely adjacent to a fixed structure. The various components attach to the back frame using using M10 x 20 bolts, (sliding plates), T-Bolts, (side arms) and nyloc nuts. If the M10 x 20 bolts have not been inserted into the slots in the sides of the back leg frame prior to assembly they may be inserted now by removing the foot cap..

**Note: the stabilizer arms must be resting firmly on the support surface and the nyloc nuts holding the slide plates firmly tightened before use. The pictures show an arm engaged (14) and closed (15).**

14. Stabilizer arm in use



15. Stabilizer arm stowed



## STEP 12: Wheels

The Platform has two wheels to enable it to be relocated easily. These are attached to the front of the back leg frame using T-Bolts and nyloc nuts (16). The wheel should rest lightly on the support surface before the nyloc nuts are tightened.

**Note: ensure the back leg frame base is still firmly resting on the support surface after the wheels have been attached.**

16.



**YOUR WORK PLATFORM IS NOW FULLY ASSEMBLED. PLEASE ENSURE THAT ALL USERS HAVE READ THE OPERATIONAL AND SAFETY INSTRUCTIONS LABEL ON THE PLATFORM PRIOR TO USING IT.**

THANK YOU FOR TAKING THE TIME TO READ THESE INSTRUCTIONS, AND FOR PURCHASING THE EASY ACCESS WHDP HEAVY DUTY WORK PLATFORM.

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.

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# SCAFFOLD & LADDER SYSTEMS

## OPERATIONAL SAFETY AND ASSEMBLY INSTRUCTIONS FOR WHDP HEAVY DUTY WORK PLATFORMS

### WHDP HEAVY DUTY WORK PLATFORM



Users of the Easy Access **Heavy Duty Work Platforms** - please read the following instructions carefully and do not operate the platform until the instructions have been read and understood.

**The Heavy Duty Work Platform** is manufactured to the requirements of AS 1657: 2013.

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



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P.O Box 313, 65 Atkins Road  
Ermington, NSW, Australia  
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FAX 61-2-9807 7500  
[www.safesmartaccess.com.au](http://www.safesmartaccess.com.au)

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# COMPONENTS

## Tools Required

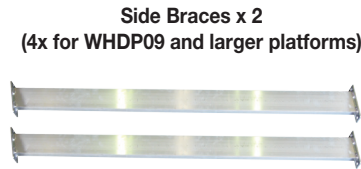
- Carpenters square
- Socket wrench or impact driver and 17mm socket
- Soft-headed mallet
- 17mm ring spanner
- Allen key 6mm



Lift up Entry Gate and Hardware



Wheel Assembly x 2



Side Braces x 2  
(4x for WHDP09 and larger platforms)



Side Handrails and Exit Gate

Note: exit gates on models up to WHDP06 don't have a toe board.



Ladder Handrail x 2



Back Leg Frame



Ladder/Platform Frame



Corner Brace x 2  
(WHDP06 - WHDP11)

## Hardware



M10x20mm Bolt



M8x40mm Button-Head Bolt



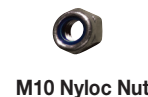
M8x35mm Button-Head Bolt



M8x55mm Bolt



M10 T-Bolt



M10 Nyloc Nut

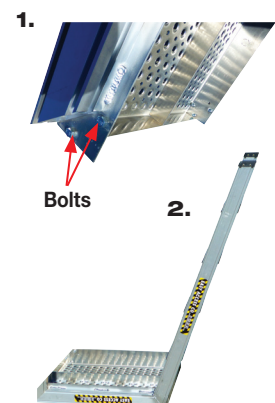


M8 Nyloc Nut

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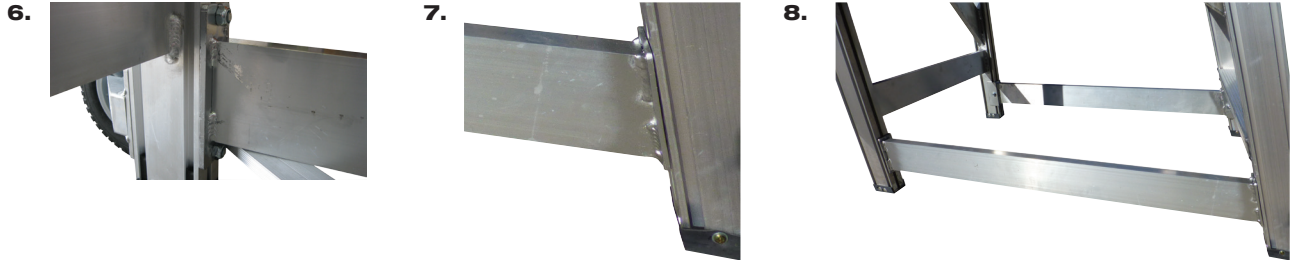


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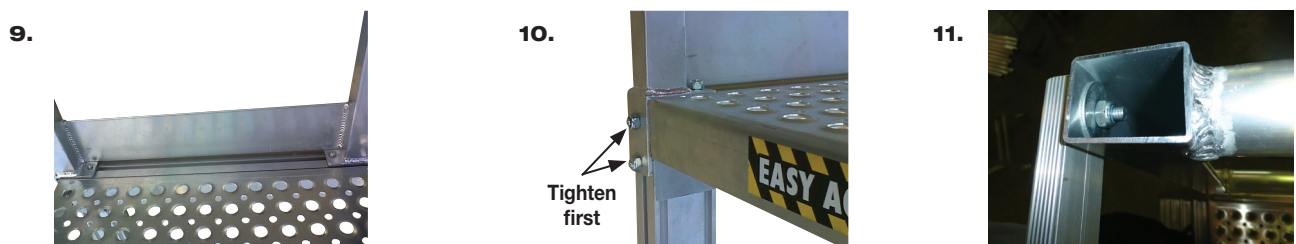
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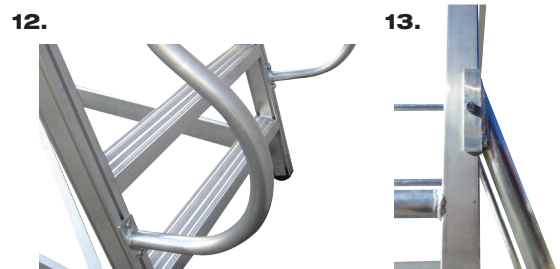
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