

PERMANENT LADDER SYSTEM INSTALLATION AND RECERTIFICATION CHECKLIST

This checklist is to help you compile information about the SafetyLink Ladder System to ensure it is installed and maintained as per SafetyLink Installation Guides.

All ladders, ladder components and swaged/swageless/crimped components must be inspected every 12 months, inspections need to be carried out by a competent height safety equipment inspector who has been trained in the safe use and maintenance of this system. The system will require re-certification by height safety assessor "suitable qualified engineer or competent height safety installer as defined in AS/NZS 1891.4:2009 clause 1.4 DEFINITIONS" where the systems original date of installation exceeds 10 years, and every subsequent 5 years after that.

All ladders must be numbered and tagged as compliant at installation and re-tagged on re-certification. Tag number codes are to be used in conjunction with a site plan.

NOTE: THIS CHECKLIST IS TO BE USED IN CONJUNCTION WITH A SITE LAYOUT PLAN AND SAFETYLINK INSTALLATION GUIDES AND USER MANUALS.



Date checklist completed: ____/____/____	
Date checklist to be redone (annually or when there is a change or addition to the system): ____/____/____	
Name(s) of person(s) who completed checklist:	
Position:	Company:

OVERALL CHECK	ACTION TAKEN IF NO
Review site layout plan, have the ladders been correctly positioned? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have all ladders and components been tagged and noted on site plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have all ladders been installed as per SafetyLink Installation Guides? <input type="checkbox"/> Yes <input type="checkbox"/> No	

LADDER AND COMPONENT CHECK	Insert number code for NON COMPLYING Ladder or components (per site plan).	ACTION TAKEN to rectify non complying Ladders.
Visually inspect the components of the Permanent Ladder for corrosion. Superficial surface marking is permitted while deeper corrosion or pitting would require attention.		
Inspect stiles and rungs for missing worn damaged twisted or warping of any kind.		
Permanent Ladder should be checked prior to every use and maintained in good condition.		
Under no circumstances shall any temporary repairs be made to any Permanent Ladder.		
Visually inspect the parent structure for modifications or deterioration which might lead to loss of strength.		
Check for the presence of contaminants or exposure to a corrosive or extreme environment which could significantly reduce the working load of the Permanent Ladder System.		
Vertical Lifeline: Check the condition of line tensioners and termination.		
Vertical Lifeline: Check for any evidence of wear, cuts, looseness, extension, interstrand wear, corrosion, stiffness, brittleness or fraying of the steel cable.		



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LADDER AND COMPONENT CHECK	Insert number code for NON COMPLYING Ladder or components (per site plan).	ACTION TAKEN to rectify non complying Ladders.
Visually inspect the fixing component of the Permanent Ladder System.		
<p>Check that the correct amount of Rivets have been used on installation. Check the rivets have been installed and secured correctly.</p>  <p>Ensure mandrel is seen just below the sealing mound. The sealing mound needs to be connected to the top of the mandrel to ensure waterproofing is maintained.</p> <p>If the mandrel is not connected to the sealing mound the rivet will not deploy correctly. Pictures show a correctly deployed rivet. Ensure green seal is in place and functional between rivet top and anchor surface to ensure waterproofing is maintained.</p> 		
Visually inspect the components of the Permanent Ladder for corrosion. Superficial surface marking is permitted while deeper corrosion or pitting would require attention.		
Vertical Lifeline: Run the Vertical Shuttle along the length of the line to verify its correct function.		

WARNINGS

During installation you must be safe at all times. All safety procedures must be complied with in accordance with the current legislation and regulations. Ensure safety at all times by being attached to anchor point approved safety equipment, using a scaffold or a secured ladder.

All items of equipment which are in regular use shall be subjected to periodic inspection and servicing. These regular scheduled inspections and servicing must be carried out by a competent height safety installer. *(refer to AS/NZS 1891.4:2009 if clarification required or contact us).*

The building or structure for the anchorages should be assessed by an engineer, unless it is clear to a competent height safety installer that the anchorages system is structurally adequate.

INSTALLATION MUST BE CARRIED OUT BY, OR UNDER THE SUPERVISION OF A COMPETENT HEIGHT SAFETY INSTALLER.

**If you are uncertain and need help please call +61 249 641068 or 1300 789545,
email: info@safetylink.com or visit our website www.safetylink.com**