



eurosafesolutions®
FALL PROTECTION

Latchways™ ManSafe® Systems

User Manual

Whitebeck Court

FCB Roofing

(1)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ

Tel:0870 777 6940 Fax: 0870 777 6941

Email: info@eurosafesolutions.co.uk

www.eurosafesolutions.co.uk



eurosafesolutions[®]
FALL PROTECTION

CONTENTS

1. General Information
2. Contact Information
3. Site Specific Details
4. Use of Fall Protection Systems
5. Personal Protective Equipment (PPE)
6. Annual Test and Inspection Records
7. Appendix 1 - Test certificates
8. Appendix 2 - Layout drawings

(2)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ
Tel:0870 777 6940 Fax: 0870 777 6941
Email: info@eurosafesolutions.co.uk
www.eurosafesolutions.co.uk



1. General Information

The fall protection system on this project has been installed to reduce the risk experienced by the users when carrying out light maintenance tasks in areas where risks of a fall have been identified. It is imperative that the contents of this manual are read and understood by all potential users of the fall protection system.

The contents of this manual are intended as a reference guide for operatives that have received the relevant training for using the fall protection system.

IMPORTANT

Work at Height should not be attempted by a “lone” worker

**All fall protection systems are subject to an annual test and inspection.
This is required under BS EN 795.**

Before each use, all preliminary inspections (see Section 4.3) should be carried out as stated in their end user training.

The manual is NOT intended as a substitute for training.

2. Contact Info

Eurosafe Solutions Ltd carried out the installation of the fall protection systems. Should you have any queries, or if you require any assistance concerning the use, maintenance or training in the use of the fall protection system please contact Eurosafe Solutions Ltd using the details below and quoting your reference number (see page 4).

Eurosafe Solutions Ltd
Unit G Centenary Works
Little London Road
Sheffield
South Yorkshire
S8 0UJ

T: 0870 777 6940
F: 0870 777 6941
E: info@eurosafesolutions.co.uk

Eurosafe Solutions Ltd carried out these works on behalf of:

FCB Roofing
FCB House
121 Railway Street
Heywood
Lancashire

OL10 1NH

Simon Whittle
0870 803 5190

(3)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ
Tel:0870 777 6940 Fax: 0870 777 6941
Email: info@eurosafesolutions.co.uk
www.eurosafesolutions.co.uk



3. Site Specific Details

Equipment Provided	Latchways™ ManSafe® Fall Protection System
System type	Fall Restraint – Designed to cope with fall arrest loadings.
Location	Various Please See Test Certificates
Installation Date	Various Please See Test Certificates
Inspection Date	Various Please See Test Certificates
Number of Users	2No
Quantity	8 Systems, 99 Linear metres
Purpose of System Layout	General maintenance i.e. Gutter access and visual inspection of localised roof areas
Access	Initial roof access gained by scaffolding
Project Reference No.	6918
System Reference	6918-GA-01 A 6918-GA-03 A 6918-GA-05 A See attached drawing(s)

4. Use of Fall Protection System

4.1 Background

Prior to using any fall protection system all potential users should have received the relevant training on how to use the systems and the PPE. Having received the training users should have read and understood all aspects of this manual.

If the end user has not received training, please contact Eurosafes Solutions on 0870 777 6940 to discuss your requirements.

4.2 Pre Use Checks



eurosafesolutions[®]

FALL PROTECTION

- Is there an ID tag on the system and is it “in date”? The maximum number of users on the system should also be indicated on the tag.
- Check the tensioning discs. If this is too tight or too loose it is a key sign of a system fault.
- Visually inspect the tension of the wire rope; this should be fairly tight. Signs of slackness are another key sign of a system fault.
- Check for obvious damage to the end posts and componentry.
- Always notify the correct personnel that you intend working at height.
- Check that the PPE is in good order and that it has not exceeded the date of obsolescence. This date is 5 years from the date of manufacture once removed from packaging or 7 years from the date of manufacture if still in packaging – refer to the harness certification.

Never access the roof in adverse weather conditions!

4.3 Use of System

Any necessary permit to work on the system must be obtained from the appropriate personnel (assumed to be the building manager) before using the systems. The appropriate personnel should ensure that all annual maintenance/inspections of the system are up to date and that warning signs are clearly posted.

Before use all users should carry out the above pre-use checks. This applies to each individual system.

If any of the above checkpoints are noted, the system must not be used and an immediate report should be made to the building manager. Systems should not be used again until the necessary checks have been carried out, and if required, repair works undertaken.

It is imperative that only **full body safety harnesses** and **energy-absorbing lanyards are used** with the Latchways™ systems.

All PPE must comply with EN361 and lanyards to EN360 – see section 5. All karabiners must be of the screw gate type and conform to EN362.

The use of any other type of harness or lanyard will invalidate the installer's and Latchways™ warranty for the safety systems.

4.3.1 Fit the full body harness as per the manufacturer's instructions. All operatives that have received the end user training will be cognisant with the use of a full body harness.

(5)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ

Tel:0870 777 6940 Fax: 0870 777 6941

Email: info@eurosafesolutions.co.uk

www.eurosafesolutions.co.uk

4.3.2 Attach the Latchways™ transfastener to the system as shown below:



(1) Visually inspect the transfastener for any obvious damage/defects



(2) Open the gate to one side and pull the slipper to the same side



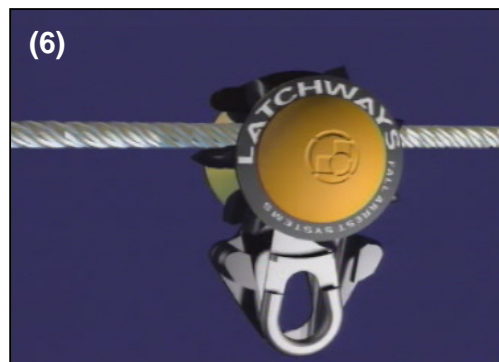
(3) Place the transfastener over the wire on the open side with the slipper at the opposite side to the wire



(4) Close the gate by pulling the top portion across the wire



(5) Complete the closing of the gate



(6) Pull the gate together so the eyelets line up and the slipper is against the wire - see Section 4.3.3

4.3.3 Fasten the lanyard to the transfastener via the screw gate karabiner.

(6)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ

Tel:0870 777 6940 Fax: 0870 777 6941

Email: info@eurosafesolutions.co.uk

www.eurosafesolutions.co.uk



eurosafesolutions[®]

FALL PROTECTION

- 4.3.4 Once securely fastened onto the horizontal system, progress may be made.
- 4.3.5 Carry out works as necessary by moving around the roof area attached to the horizontal ManSafe[®] system as required. Ensure that the transfastener is guided carefully over Latchways[™] components whilst moving around the system.
- 4.3.6 Due to the nature of the layout of the ManSafe[®] system on some projects there may be a number of instances where there are 2no adjacent systems. The process of transferring from one system to the next is as follows:
- a. The operative will traffic to a point as close to the desired system as possible whilst still attached to the current fall protection system (we will call this system A). The desired system will be called system B. The PPE required will be a full body harness with twin lanyards.
 - b. Upon reaching system B the operative will attach to system B with the spare lanyard (lanyard 2).
 - c. At this point the operative is connected to both system A and B. They will unclip lanyard 1 from the transfastener (leaving one point of contact – lanyard 2 to system B).
 - d. With the transfastener free from a screw gate karabiner, it can now be detached from system A.
 - e. The transfastener is then attached to system B.
 - f. Lanyard 1, which was previously attached to the transfastener on system A, is now attached to the transfastener (now on system B).
 - g. It is now safe for the operative to remove lanyard 2 from system B and to progress along the system to the require location.

This process of transferring can be carried out at any point where there are two adjacent systems.

4.4 Ongoing Maintenance

(7)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ

Tel:0870 777 6940 Fax: 0870 777 6941

Email: info@eurosafesolutions.co.uk

www.eurosafesolutions.co.uk



eurosafesolutions®

FALL PROTECTION

It is a legislative requirement under BS EN795 that fall protection solutions are tested and re-certified annually by suitably qualified personnel, who are approved by Latchways PLC and Eurosafesolutions Ltd.

As a Latchways™ approved Installer Company; Eurosafesolutions Ltd has a team dedicated to the test and inspection of fall protection systems and associated personal protective equipment (PPE). Our on-site engineers are well supported by a dedicated office-based team who oversee every stage of the contract.

Legislation states the following:

- Fall protection systems to be tested every 12 months (BS EN 795)
- PPE to be inspected every 12 months (BS EN 365)
- Eyebolts/abseil anchors to be tested every 6 months (EN795 & BS7883)

Eurosafesolutions Ltd understand the headache involved in meeting this legal obligation and that is why a dedicated team offer a nationwide service which is designed specifically to manage the test and inspection works to your building. For further details, please contact:

Nicola Andrews
Eurosafesolutions Ltd
Unit G Centenary Works
Little London Road
Sheffield
South Yorkshire
S8 0UJ

Tel: 0870 777 6940
Fax: 0870 777 6941
Mail:
NicolaA@eurosafesolutions.co.uk

5 Personal Protective Equipment (PPE)

5.1 Legislation

End users should only wear a full body harness that conforms to BS EN361, in conjunction with a fixed length lanyard that conforms to BS EN362. A lanyard and a harness should be used in combination with an energy absorber and this, in turn, will meet BS EN354/355.

5.2 Using a Harness and Lanyard

A full body harness must be used by **one** person only as it is intended for personal protection. A good quality harness will allow the end user to adjust the fittings to meet their own physical stature.

(8)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ
Tel:0870 777 6940 Fax: 0870 777 6941
Email: info@eurosafesolutions.co.uk
www.eurosafesolutions.co.uk



eurosafesolutions®

FALL PROTECTION

The lanyard must be used in conjunction with a full body harness. The lanyard comes complete with an energy shock absorber that serves to reduce loads generated in the event of a fall. The energy absorber is protected by a protective sleeve and should always be connected to the full body harness and NOT the anchor point.

The key points to the harness and lanyard are shown below:



Be especially careful when:

- Using the harness and lanyard in high temperatures, such as welding work, as the harness should be protected from heat in excess of 60°C.
- Using acids or other chemicals.

5.3 Inspection

All harnesses and lanyards should be comprehensively inspected both before and after use, paying particular attention to the webbing and the buckles. Also, be sure to look for any cuts in the harness material.

Should you have any queries concerning your harness or lanyard, please call Eurosafe Solutions on 0870 777 6940 to arrange for the item to be sent and an inspection to be undertaken.

Other key areas to look for include:

(9)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ

Tel:0870 777 6940 Fax: 0870 777 6941

Email: info@eurosafesolutions.co.uk

www.eurosafesolutions.co.uk



eurosafesolutions®

FALL PROTECTION



Damaged webbing and shock absorber protector



Wear at the end of the absorber loop at connection



Surface fibres damaged by abrasion

The simple criteria for all PPE is:

“If in doubt, don’t use it!”

5.4 Cleaning and Storage

All PPE should be stored in a clean, cool, dry area that is free from chemical fumes and/or corrosive elements. Direct sunlight should also be avoided.

All harnesses/lanyards should be cleaned after use as this actively prolongs the life of the harness. A harness should be cleaned in 30°C water, with mild detergent if preferred, but rinsed afterwards with clean fresh water. The harness should then be dried naturally before storage.

PPE harnesses/lanyards should be hung up and stored in a ventilated cabinet where possible.



eurosafesolutions[®]
FALL PROTECTION

LP& I284

2nd November 2010

Quotation No. 284

Dear Sirs,

Re: Annual Test and Inspection of Fall Protection Systems
Whitebeck Court

Further to our visit last year to install the fall protection systems, please note that these systems are due for an annual test and inspection on **1st July 2011**. Please find below our quotation for undertaking these works, required under EN795 (the European normative laid down for the design and installation of ManSafe[®] systems) and to maintain the manufacturer's warranty for the system.

Our quotation also includes for a tactile inspection of the personal protective equipment (PPE), which is used in conjunction with the fall protection systems. Under BS EN 365: 1993, PPE should be inspected every 12 months.

This quotation includes for a full visual inspection of all components, a mechanical swage joint test, the updating of all relevant signage and the subsequent issue of test certificates.

One Year

We are able to offer 2 no. engineers to attend site to undertake the annual test and inspection of the 8 no. fall protection systems installed.

For the sum of £430.00 (four hundred and thirty pounds)
Plus VAT

We now offer our services on a longer-term contract, invoiced annually, to enable all customers to take advantage of using Eurosafesolutions repeatedly. Each year, we will contact you to arrange the date for testing your fall protection systems, thus reducing the administration time and cost involved in arranging our services.

(11)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ
Tel:0870 777 6940 Fax: 0870 777 6941
Email: info@eurosafesolutions.co.uk
www.eurosafesolutions.co.uk



eurosafesolutions[®]
FALL PROTECTION

3-Year Deal

**For the sum of £390.00 (three hundred and ninety pounds)
Plus VAT per year**

5-Year Deal

**For the sum of £370.00 (three hundred and seventy pounds)
Plus VAT per year**

Lightning Conductor Testing & Gutter Cleaning

We are able to offer lightning conductor testing in accordance with BS 6651:1999, BS 62305:2006 and BS 7340:1998. Eurosafesolutions are also able to offer you a fully comprehensive gutter cleaning service where, upon completion, we will provide you with a detailed report to show you exactly what is happening in your gutters.

For further details, please do not hesitate to contact us on 0870 777 6940.

Training in the Use of Fall protection Systems

As your company acts as a principal/roofing contractor and therefore a "Duty Holder" in accordance with the Work at Height Regulations 2005, you have a legal obligation to ensure that anyone required to work at height is provided with competent training in the safe use of fall protection systems. The Work at Height Regulations 2005 [Schedule 5, part 1, paragraph 1(b)] states that "personal fall protection systems shall be used only if the user and a sufficient number of available persons have received adequate training specific to the operations envisaged".

To meet your obligation in line with the Work at Height Regulations 2005, Eurosafesolutions deliver a Latchways approved "tailor-made" training session at the end user's premises and involves both a classroom based and a practical "on the system" session. This site-specific course is designed for up to 6no. delegates.

All for the sum of £600.00 (six hundred pounds) plus VAT

(12)

Unit G, Centenary Works, Little London Road, Sheffield S8 0UJ
Tel:0870 777 6940 Fax: 0870 777 6941
Email: info@eurosafesolutions.co.uk
www.eurosafesolutions.co.uk



Qualifications

- This quotation does not include for any repair/making good of any system(s) that may require attention
- All PPE should be available on the date of inspection
- Unhindered access to all areas
- Works to be undertaken in 1 no. visit
- Works to be undertaken in normal working hours
- Stand down time to be charged at £22.50 per hour
- Access to roof to be confirmed
- Any access equipment to be provided by others
- Free use of shared welfare facilities, power, lighting and water
- Any damage caused by testing of eyebolts (when applicable), in particular to the surrounding area, to be rectified by others.
- If, due to circumstances beyond the control of Eurosafe Solutions Ltd, a revisit is required, each extra visit will be charged at a rate of £430 plus VAT

Payment

We to invoice monthly, allowing 28 days credit from date of invoice.

We trust that the above meets with your requirements, if however you have any further queries please do not hesitate to contact the undersigned.

Yours faithfully,

Louise Powell



6 Annual Test and Inspection Records

System Description	Test Date	Pass / Fail	Inspection Company	Engineer	Comments	Signature

Please Copy as Required