# Height Safety Systems Installation Report

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**Teachers Mutual Bank - Homebush**

**28-38 Powell St, Homebush NSW 2140**

**Site Reference Number: N1266**

Inspection Date: 12/09/17

**Sky5**

**Unit 3/31 Chapel Street, Marrickville NSW 2204**

**(02) 9519 5122 – www.sky5.com.au**

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| Document Version Control | Date | Change | By |
|---|---|---|---|
| 3.0 | 13/09/17 | Issued to Client | RP |
| | | | |
| | | | |

# Fall Prevention & Roof Access Systems - Inspection Certificate

Certificate Number: N1266

Site Location: Teachers Mutual Bank - Homebush
28-38 Powell St, Homebush NSW 2140

Date of Certification: 12/09/17
Date for Re-Certification: 12/09/18

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| Fall Prevention Systems & Roof Access Summary | | | | |
|---|---|---|---|---|
| **System Type** | **Quantity Installed** | **Passed Inspection** | **Failed Inspection** | **No Safe Access** |
| **Anchorage Points** | 15 | 15 | 0 | 0 |
| **Horizontal Lifelines** | 2 | 2 | 0 | 0 |

*On this day, at this time, Sky5 Inspected the installed Height Safety Fall Prevention and Roof Access Systems in accordance with the following Australian Standards (where applicable):*

*AS/NZS 1891:4 2009 Industrial Fall Arrest Systems & Devices – selection, use and maintenance*
*AS/NZS 4488.2 1997 Industrial Rope Access Systems – selection, use and maintenance*
*AS/NZS 1657:2013 Fixed Platform, Walkway, Stairways and Ladders – design, construction and installation*
*This certificate is valid for 12 months, however does not cover any damage caused by accidents or misuse by other parties. An annual inspection is required of these systems for re-certification to comply with Australian Standards and Manufacturers requirements.*

*All certification tags and system information signboards indicate the date of inspection and due date for re-certification.*

*All anchors must be re-inspected and certified after any fall or incident involving the anchors.*

Signed:----------

Michael Freeman
Testing & Inspections Manager

## Preamble:

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This report is designed to provide current information on the status of systems and or protective equipment; potential risk involved with using the systems and/or protective equipment and recommendations to mitigate the identified risk for the purpose of working at heights and includes the following:

1. Cover Page outlining property concerned and type of report;
2. Fall Prevention & Roof Access Systems – Inspection Certificate
3. Preamble details of report including Risk Management information
4. Detailed report containing, findings, the risk associated with those findings (if required) and recommendations to mitigate the identified risk in accordance with relevant Australian Standards and Industry Codes;
5. Inspection Results;

Risk assessment involves estimating the level of risk – estimating the probability (Likelihood) of an event occurring and the magnitude of effects (Consequence) if the event does occur. Essentially risk assessment lies at the heart of risk management, because it assists in providing the information required to respond to a potential risk ie; falls from height, falls from ladders

| LIKELIHOOD (L) | | | CONSEQUENCE (C) - IMPACT | | | RISK RANKING (R) | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | 1 | 2 | 3 | 4 | 5 |
| A | Almost Certain | Expected to be the outcome in most cases - **91 - 100% probable** | 1 | Insignificant | First aid injury/s (FAI), minor environmental impact. Minor/ medium term social impacts on local population, or expected financial impact **= < $10k.** | A | M (8) | M (13) | H (18) | E (23) | E (25) |
| B | Likely | Will probably occur in most circumstances - **51 - 90% probable** | 2 | Minor | Medical Treatment Injury (MTI), minor short term environmental impact. Attention from media & heightened concern by local community or expected financial impact **= $10k - $100k.** | B | M (7) | M (12) | H (17) | H (21) | E (24) |
| C | Possible | Might occur sometime **31 - 50% probable** | 3 | Moderate | Lost Time Injury (LTI). Serious irreversible injury/disease, serious medium term environmental harm. Adverse local media coverage, or expected financial impact **= $100k - $1 mill.** | C | L (4) | M (11) | H (16) | H (20) | H (22) |
| D | Unlikely | Could occur, but would not be expected - **10 - 30% probable** | 4 | Major | Single fatality, permanent localised environmental harm. Substantial risk to corporate reputation, sustained adverse local media coverage, major repairs or project outcomes affected, or expected financial impact **= $1 - 10 mill.** | D | L (3) | M (6) | M (10) | H (15) | H (19) |
| E | Rare | Rare that this would occur - no previous occurrence in similar circumstances - **< 10% probable** | 5 | Catastrophic | Multiple fatalities, permanent long term and extensive environmental harm. Extreme risk to corporate reputation, public outrage & national media coverage, high profile litigation, class action, threat to business division viability or expected financial outcome **= $10 - $100 mill.** | E | L (1) | L (2) | L (5) | M (9) | H (14) |

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| Risk Ranking Summary | | |
|---|---|---|
| **EXTREME** | These risks are Unacceptable.<br>The work activity should be halted until Critical Controls are implemented which reduce the risk to High at least.<br>If it is not possible to reduce the risk, the work should remain prohibited.<br>Detailed research, planning & Critical Control review with actions by Supervisory staff, Workplace Manager, HSE Manager & Group Manager HSE. | |
| **HIGH** | These risks must be reduced where possible by implementing higher levels of Critical Control using the Hierarchy of Controls.<br>Detailed review of Critical Controls by Supervisory staff and Workplace Manager including consultation with work crew and training in revised system of work. | |
| **MEDIUM** | Identified Critical Controls must be capable of reducing the risk by eliminating or minimising to an acceptable level.<br>Critical Activities & Monitoring are to be identified and implemented by Supervisory staff. | |
| **LOW** | The work is relatively safe and can be managed by routine Standard System Control Measures, procedures, guidelines & JSEA/SWMS.<br>No further action is required, unless additional hazards arise during the work. | |
| **HIERARCHY OF CONTROLS** | Eliminate the hazard | Can the need to work at height be avoided to eliminate the risk of a fall |
| | Isolate the hazard | Can physical barriers be provided to protect fall edges |
| | Fall Restraint Systems | Can fall restraint systems be provided that restrict the movement so a worker cannot fall |
| | Fall Arrest Systems | Can fall arrest systems be provided to arrest a worker if they fall |
| | Administrative Controls | Procedures and processes that inform the worker of identified hazards |

## Surface Mounted Anchorage Points

| | | | |
|---|---|---|---|
| **Manufacturer** | Sayfa | **Installer** | Sky5 |
| **Installation date** | 12/09/17 | **Installer contact details** | 1300 301 214 |
| **Product Code** | AP130.10 | **Batch numbers** | 2008100070, 2008100254 |
| **Anchor rating** | 15kN | **Anchor point purpose** | Fall Arrest |
| **Number of anchors** | 15 | **Anchor point ref numbers** | FA – 01-15 |






**Notes:**
Anchor points inspected have passed a visual inspection in accordance with AS/NZS 1891.4 and manufacturers requirements.

**Recommendations:**
Anchor points to be inspected at 12 monthly intervals in accordance with AS/NZS 1891.4 – Certification due 12/09/18.

**System Passed**

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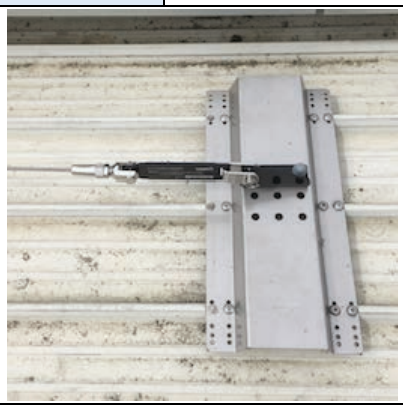
## Horizontal Lifelines

| | | | |
|---|---|---|---|
| **Manufacturer** | Sayfa | **Installer** | Sky5 |
| **Installation date** | 12/09/17 | **Installer contact details** | 1300 301 214 |
| **No. of Intermediates/ Corners Brackets** | HLL-01: 4<br>HLL-02: 2 | **Distance from edge** | HLL-01: 2m<br>HLL-02: 7.5m |
| **Max Users Per System** | 2 | **Length of systems** | HLL-01: 17.6m<br>HLL-02: 18.3m |
| **Total Systems** | 2 | **Horizontal Lifeline Ref No.** | HLL – 01-02 |





**Notes:**
Horizontal lifelines inspected have passed a visual inspection in accordance with AS/NZS 1891.4 and manufacturers requirements.

**Recommendations:**
Horizontal lifelines to be inspected at 12 monthly intervals in accordance with AS/NZS 1891.4 – certification due 12/09/18

**System Passed**

# Anchorage Point Inspection Results

**Certificate Number:** N1266 **Edition Number:** 1

**Location/Site Address:** Teachers Mutual Bank - Homebush
28-38 Powell St, Homebush NSW 2140

**Date of Certification:** 12/09/17 **Reason for Inspection:** Annual Inspection

**Date for Re-certification:** 12/09/18

**Assessed By (Signatory):** Michael Freeman **Inspectors:** D. Neale, D. Snowden & J. Rowe

| System No. & Use | System Type | Test Load | Movement Yes/No | Condition Rating | Base Material Rating | Comments |
|---|---|---|---|---|---|---|
| **Anchorage Points** | | | | | | |
| N1266-FA-01 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-02 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-03 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-04 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-05 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-06 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-07 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-08 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-09 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-10 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-11 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-12 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-13 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-14 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |
| N1266-FA-15 | 360-SA-E | N/A | No | G | G | Passed Visual Inspection |

| Lifeline No. | Lifeline Type | Test Load | Lifeline Movement Yes/No | Lifeline condition Rating | Base Material Rating | Comments |
|---|---|---|---|---|---|---|
| **Lifelines** | | | | | | |
| N1266-HLL-01 | Horizontal | N/A | No | G | G | Passed Visual Inspection |
| N1266-HLL-02 | Horizontal | N/A | No | G | G | Passed Visual Inspection |

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| | |
|---|---|
| Anchor Type Codes: | e.g. "M16-C-E" = M16 Chemically set anchor with permanent eye. |
| Size Options: | M10 \| M12 \| M16 \| M20 \| 360 (Surface Mount Only) |
| Setting Options: | **C** - Chemically Set \| **P** - Purlin Mounted \| **SA –** Surface Mounted \| **TH** - Thru-Bolted \| **CI** - Cast in Anchor \| **FR** - Friction Anchor |
| Type Options: | **E** - Permanent Eye \| **IN** - Insert Sleave \| **H** - Permanent Hanger \| **F** - Froglink |
| Anchor Use Codes: | **FA** - Fall Arrest \| **RA** - Rope Access \| **RD** - Rope Diversion \| **AP** - Aiding Point \| **MP** - Multi Purpose (Fall Arrest & Rope Access) |
| Condition Rating: | **E** – Excellent/New \| **G** – Good /In good order \| **F** – Failed \| Remove from service |
| Test Loads: | Apply load for 3min at 8.5kn for Fall Arrest and 8.5kn for Rope Access (chemical and friction set only) |
| Lifelines: | **HLL** - Horizontal Lifeline \| **VLL** – Vertical Lifeline |

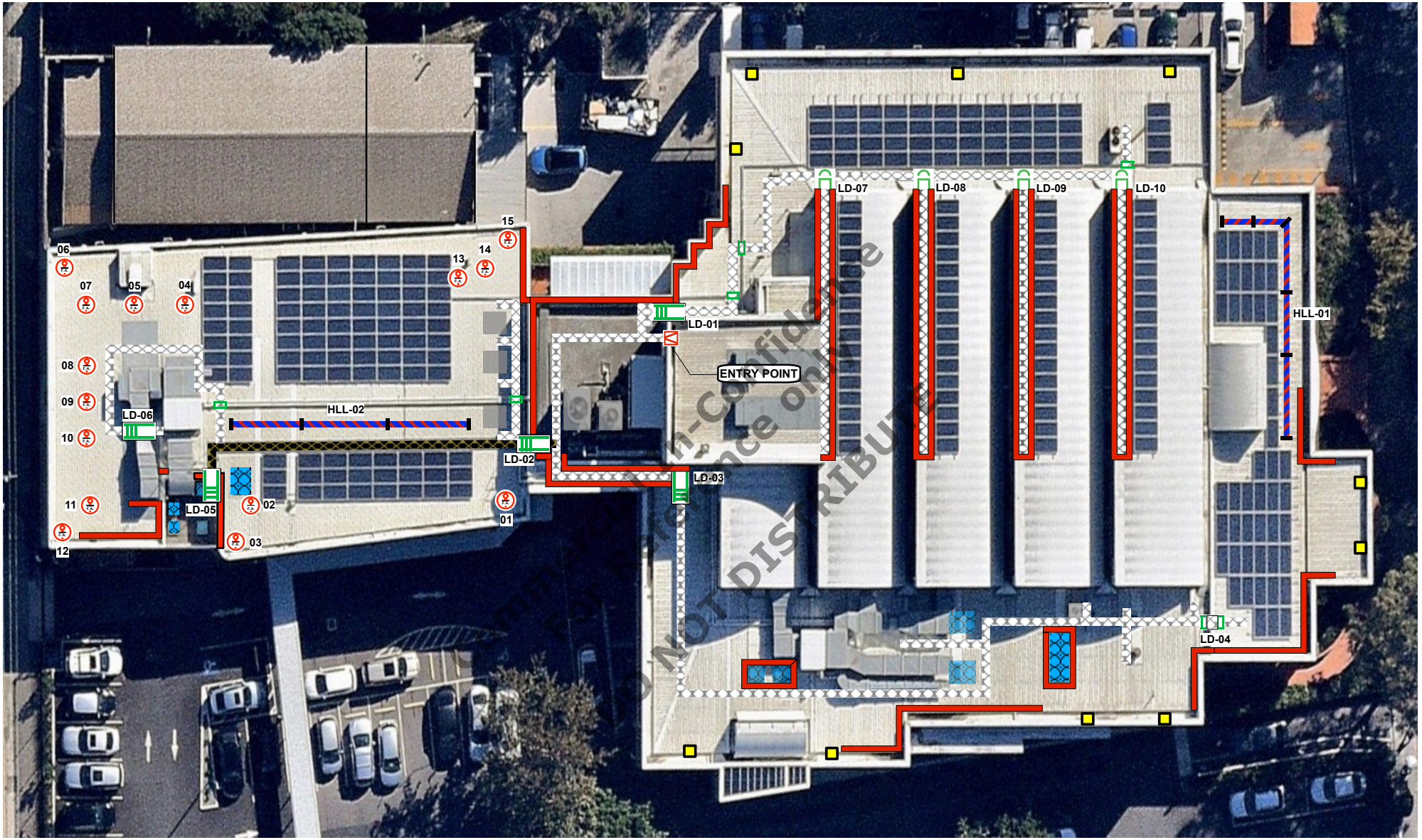
If you have any queries with regards to this report, or inspection results, please feel free to contact me.

Kind Regards,



Michael Freeman
Testing & Inspections Manager

12/09/17.

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CLIENT: **Teachers Mutual Bank**

SITE: **28-38 Powell Street**
**Homebush NSW 2140**

CERT #: **N1266**

DATE: **12/09/17**

INSTALLED BY: **D. Neale, D. Snowden & J. Rowe**

DRAWN BY: **R.J. Perez**

NOTES: **Drawing is not to scale and shows objects in approx location only**

**Site Asset Register:**
**15 x Fall Prevention Anchorage Points**
**10 x Access Ladders**
**02 x Horizontal Lifelines**
**Aluminium Walkway**
**Guardrail**

LEGEND:

- Fall Prevention Anchorage Point
- Access Ladder
- Caged Ladder
- Parapet Step Ladder
- Step
- Horizontal Lifeline
- Guardrail
- Aluminium Walkway
- Existing Walkway
- Roof Access Door
- Skylight Cover
- Warning Signage

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# Warranty & Completion Certificate

**Issued to The Principal Owner, Teachers Mutual Bank, for the following:**

## Height Safety & Fall Prevention Systems

**Including –** Anchor Points, Horizontal Lifelines, Rung Ladder, Step Ladder, Guardrail, Walkway, Landing Platform & Skylight Cover.

## Located At : 28-38 Powell St, Homebush NSW 2140

**Issued By :**

**SKY5**
**3/31 CHAPEL STREET, MARRICKVILLE NSW 2204**

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***Verifying that we have supplied and installed all associated equipment to:***

| | | |
|---|---|---|
| *AS/NZS 1891 (parts 1-4)* | - | *Industrial fall-arrest systems and devices* |
| *AS/NZS 5532* | - | *Manufacturing requirements for single-point anchor devices Used for harness based work* |
| *AS/NZS 1657.2013* | - | *Fixed platforms, walkways, ladder design, construction & installation* |

***And in accordance with Work Health & Safety Regulations 2011***

***Guaranteeing to rectify by repair and or replacement, free of charge any defects arising as a consequence of faulty workmanship, materials or design by us the Manufacturer & supplier for a***

## **Warranty period of 12 months*

**This warranty does not cover any damages caused by accident, misuse or abuse by those outside the control of the us the manufacture. *Continuing warranty will be issued annually upon completion of Inspection by a National Height Safety & Access Solutions representative up until the 10 year warranty period as specified within the site specific warranty and contract terms.**

**Signed:**



---

**Ken Pedelty**
**Construction Manager**

**Valid from 12/09/17**

3/31 Chapel Street, Marrickville NSW 2204
PH: 1300 301 214 W: www.sky5.com.au
E: info@sky5.com.au

# Safe For Use Certificate

**Issued to The Principal Owner, Teachers Mutual Bank, for the following:**

## Height Safety & Fall Prevention Systems

**Including –** Anchor Points, Horizontal Lifelines, Rung Ladder, Step Ladder, Guardrail, Walkway, Landing Platform & Skylight Cover.

## Located At :

**28-38 Powell St, Homebush NSW 2140**

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**Issued By :**

**SKY5**
**3/31 Chapel Street, Marrickville NSW 2204**

***Verifying that we have supplied and installed all associated equipment to:***

| | |
|---|---|
| *AS/NZS 1891 (parts 1-4)* | *- Industrial fall-arrest systems and devices* |
| *AS/NZS 5532* | *- Manufacturing requirements for single-point anchor devices Used for harness based work* |
| *AS/NZS 1657.2013* | *- Fixed platforms, walkways, ladder design, construction & installation* |

***And in accordance with Work Health & Safety Regulations 2011***
***Guaranteeing that the Equipment is Commissioned and safe for use by trained personnel in accordance with the conditions of Australian Standards***

## *Warranty Period of 12 Months*

**This warranty does not cover any damages caused by accident, misuse or abuse by those outside the control of the manufacturer**

**Signed**



---

**Ken Pedelty**
**Construction Manager**

**Valid from 12/09/17**

# SAFE WORK ON ROOFS
# INFORMATION SHEET



This Information Sheet provides advice on the hazards and control measures associated with work on existing roofs, including working at height, roof access, fragile roofs, electricity, manual tasks, falling objects, exposure to heat and sunlight.

## What is work on roofs?

Many activities carried out on roofs are considered 'construction work'. This includes work carried out in connection with altering, converting, renovating, repairing, maintaining, demolishing or dismantling a roof of a structure. Examples of these activities include tiling, roofing restoration and installing solar panels.

Minor work on roofs that is not considered 'construction work', for example cleaning roof gutters or replacing individual roof tiles, can also have the same hazards, especially the risk of falls.

## When does work on roofs become high risk construction work?

Construction work on roofs is high risk construction work when it involves, for example:

- a risk of a person falling more than two metres[1]
- demolition of an element of a structure that is load-bearing or otherwise related to the physical integrity of the structure, like bracing on a roof
- involves, or is likely to involve, the disturbance of asbestos, or
- is carried out on or near energised electrical installations or services.

A safe work method statement (SWMS) must be prepared for high risk construction work outlining the measures used to control risks. Relevant workers must be involved in the development of the SWMS.

Further information on SWMS is in the Code of Practice: Construction work and Information Sheet: SWMS for high risk construction work.

[1] Note: in South Australia the fall height limit for high risk construction work is three metres.

## What do I need to do?

You must eliminate or minimise risks to health and safety so far as is reasonably practicable even if the roof work only takes a few minutes. Before starting work on a roof, identify the hazards and assess the risks involved so you can plan how to manage them.

Many incidents can be avoided if suitable equipment is used and if those doing the work are consulted about the hazards and risks and given adequate information, instruction, training and supervision.

## What are the main hazards and control measures?

### Falls

Falls from height are the major cause of death and injury when working on roofs.

Hazards to consider in managing fall risks include:

- unprotected edges
- fragile surfaces, skylights, holes or vents
- weather conditions such as wind and rain (for example being blown over the edge or slipping on a wet roof surface)
- trip hazards (for example roof components and protrusions), and
- overbalancing or losing grip on steep pitched or sloping roofs.

Workers such as electricians, plumbers, pest control operators, installers of roof aerials, solar panels and air-conditioning systems, can trip and fall on roofs, through roofs and openings or while accessing or exiting roof areas.

Falls from even low heights can leave workers with permanent and debilitating injuries such as fractures, spinal cord injuries, concussion and brain damage. The risk of serious injury or death from a fall increases significantly as working heights increase.

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978-1-76028-594-4 [DOCX]

The risk of falls must be managed using the most effective control measures that are reasonably practicable, in accordance with the hierarchy of controls. If a single control measure is not enough, a combination of control measures can be used. In order of the hierarchy of control, control measures include:

- eliminating the risk of falls by avoiding the need to work at height, for example installing air-conditioning and similar units at ground level, using devices with extension handles to reach items on or near the roof
- reducing the amount of time spent working on roofs
- if working at height cannot be avoided, providing the following safe systems of work:
  - fall prevention devices. Examples include roof safety mesh, guard railing, scaffolding or elevating work platforms
  - if fall prevention devices are not reasonably practicable, use work positioning systems. Examples include travel restraints—these are designed to prevent workers from reaching an edge where they could fall, or
  - if work positioning systems are not reasonably practicable, use fall-arrest systems. Examples include catch platforms, individual fall-arrest systems with harnesses and anchor points and safety nets—these are designed to reduce the severity of injury in a fall.

For minor roof tasks of short duration (less than a couple of hours) that are carried out in good weather conditions on a standard single storey roof where the roof itself is flat or almost flat, structurally stable and non-slippery, safe work procedures (e.g. ensuring workers maintain a 2 metre distance from all exposed edges when working on the roof) and the safe use of ladders may be sufficient to minimise the risk of a fall.

Further information on falls is in the Code of Practice: Managing the risk of falls at workplaces, the Code of Practice: Preventing falls in housing construction and Scaffolds and scaffolding work Guidance materials.

## Roof access

Careful planning and using the correct method and suitable equipment to access roofs will reduce the risk of falls when working on a roof. Methods for providing roof access include:

- scaffold access towers
- stair towers
- industrial grade secured ladders, and
- roof access hatches.

Where there is no permanent access to roof areas, provide properly constructed temporary access with clearly signposted access points on roof edge protection. Ensure that stepping onto the roof can be done safely and that the landing place is firm, stable and free of obstructions.

## Fragile Roofs

All roofs should be treated as fragile until a competent person has confirmed they are not. No sheeted roof, no matter what the material, should be relied on to bear the weight of a person. This includes the roof ridge and purlins.

Roofs are likely to be fragile if they are constructed of the following materials:

- asbestos roofing sheets
- polycarbonate or plastic commonly used in skylights
- roof lights, particularly those in the roof plane that can be difficult to see in certain light conditions or when hidden by paint
- fibre cement sheets
- liner panels on built-up sheeted roofs
- metal sheets and fasteners where corroded
- glass, including wired glass
- chipboard or similar material where rotted
- wood slabs, slates and tiles.

Protection must be provided if there is a risk of falling through the roof and work is being done on the top of the roof. Control measures to prevent injury from work on fragile roofs are similar to methods used for roof work more generally, including using:

- an elevating work platform so workers can avoid standing on the roof itself
- barriers such as guard rails or covers that are secured and labelled with a warning
- guard rails fitted to all work and access staging or platforms
- walkways or crawl boards of a suitable size and strength

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- staging on the roof surface to spread the loads
- safety mesh secured under fragile roofing or skylights. If safety mesh is used, ensure it:
  - conforms to AS/NZS 4389:2015 *Roof safety mesh*
  - is installed by a competent person in a safe manner and in accordance with the manufacturer's instructions
  - has its integrity inspected by a competent person prior to roof maintenance or removal
  - is covered by the roof cladding as soon as reasonably practicable after it has been installed
- a harness system with adequate anchorage points, along with appropriate training and supervision. Additional trip hazards are created by wearing harnesses – workers need to be aware of taking extra care with their use. The training should include how to rescue someone who falls while using a fall arrest system.

## Electricity

Working on roofs and near electricity is a major risk. This includes entering ceiling spaces. Conductive material such as guttering, roof sheeting or metal battens can become live if they come close enough or in contact with overhead electrical wiring or if there is a fault with the electrical wiring in the vicinity.

Before starting work, ensure the electrical supply to the property is isolated and that it will not be turned on while work is in progress. Use battery powered tools on the roof.

Exclusion zones for working near incoming service lines and overhead power lines must be maintained at all times.

Further information is in the General guide for working in the vicinity of overhead and underground electric lines.

## Manual handling and lifting

Injuries can occur when doing hazardous manual tasks such as manually lifting plant and equipment (for example extractor fans to be mounted on a roof). Workers can be injured by overbalancing and falling from the roof or ladder, or being struck by dropped equipment. Workers can also trip and fall if carrying loads that obstruct their view or if there are obstacles left in traffic areas (for example building materials or electrical cords).

The risk of injury can be minimised by using mechanical lifting equipment such as cranes, elevating work platforms, tile elevators and builders' hoists. Ensure ground conditions are suitable for plant and check lifting gear inspection records before use. Determine the appropriate lifting technique for long roof sheets and method of lifting long purlins.

If tile elevators or builders' hoists are used, consider the risk of manual handling injuries from:

- installation and removal of cladding, or
- manually loading the elevator or hoist.

When using, installing or removing mechanical lifting equipment, effective roof-edge protection should be maintained. If parts of the edge protection are removed, alternative protection measures should be provided and the removed components should be replaced as soon as the equipment is installed.

Further information on controlling the risks of manual handling is in the Code of Practice: Hazardous Manual Tasks.

## Falling objects

Examples where there is a risk of injury from falling objects include:

- a hole or gap in the safety mesh, allowing material to fall through
- a gap between the top of the roof cladding and the bottom of a toe-board or infill panel, (for example to slide roof cladding onto the roof), and
- working from elevated structures such as working platforms, ladders or scaffolding.

Controls to reduce the risk of objects falling include:

- implementing safe methods for raising and lowering objects
- modifying design (for example toe-boards, chutes and splash plates)
- installing secure physical barriers to prevent objects falling freely from the structure
- using lanyards on tools
- installing screens, overhead protection, and protected walkways
- housekeeping floors and access ways, and
- limiting access to overhead work by setting up exclusion zones.

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## Working in heat

Working on roofs can cause heat related illnesses and possible dehydration due to:

- exposure to the elements and the radiant temperature of surroundings when working externally on a roof, and
- exposure to high temperatures when working in an enclosed roof cavity in hot weather (for example installing insulation).

Controls to reduce the risk of heat illnesses include:

- using mechanical aids to reduce physical exertion, and mechanical fans when working in roof cavities
- scheduling tasks for cooler parts of the day
- reducing time spent working in heat, for example job rotation
- providing rest breaks in a shaded, cool area (air conditioned where possible) and scheduling extra breaks if required
- supplying adequate and readily accessible cool drinking water, and
- wearing lightweight clothing.

## Solar ultraviolet radiation

Working on roofs can expose workers to high levels of solar ultraviolet radiation (UVR) from exposure to direct sunlight and reflective surfaces such as concrete, metal and glass in roofing materials.

Controls to minimise solar UVR exposure include:

- carrying out roof work earlier in the morning or later in the day
- rotating or sharing between external and internal work
- wearing a hat, sunglasses and applying 30+ SPF sunscreen, and
- working in the shade or under overhead protection (although be aware of potential exposure from nearby reflective surfaces).

Where reasonably practicable, workers should wear clothing that covers as much skin as possible. Examples include loose-weave fabric shirts with a collar and long sleeves, long trousers and hats with broad brims or caps with 'legionnaire' style peak and flap at the back.

Further information is in the Guide on exposure to solar ultraviolet radiation (UVR).

## Further information

For further information see the Code of Practice: Construction work and the Safe Work Australia website www.swa.gov.au.

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USER MANUAL

low-pro®

3 SIXTY® FALL ARREST ANCHOR

# ANCHOR POINT SYSTEM

The 3 Sixty Permanent Anchor Point is ideally suited to maintenance personnel working at heights utilising a harness and lanyard fall protection system. The 22kN fall arrest rated anchor point incorporates a unique energy absorbing swivel eye lanyard attachment point, eliminating snap hook roll-out and providing uniform load distribution to the anchor plate and allowing fixture to lighter structures and roof decks.

- > Simple, quick installation
- > Swivel eye prevents snap hook roll-out
- > No on site assembly required
- > Low aesthetic profile - limiting visual impact
- > Varied roof deck fixing options
- > Uniform load distribution in the event of a fall






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THIS USER MANUAL MUST BE READ AND UNDERSTOOD PRIOR TO USE OF THIS SYSTEM

# IMPORTANT USAGE & MAINTENACE INSTRUCTIONS



## MUST BE READ PRIOR TO USE

1. Prior to use, ensure all operating procedures have been read and understood.

2. This system is only to be used by competent persons who have experience and training in the safe use of the system and associated equipment.

3. Ensure all associated risks are identified and controlled prior to use of this system.

4. This system will require periodical inspection and maintenance by a qualified height safety inspector. The system must not be used if the current date exceeds the due service date.

5. A rescue plan must be devised and be ready to be implemented prior to usage of this system.

6. Authorisation to enter any risk area must be obtained from the person in control of the workplace prior to accessing.

7. Only approved full body harness, and retractable lanyards certified to Australian Standard AS/NZS1891, to be used with this system.

8. Visually inspect the system for damage prior to use. System must not be used if there is any deterioration or deformation of any components or structure to which the system is attached.

9. In the event of a fall and/or damage to the system, usage must be stopped until the system has been fully inspected and recertified by a qualified height safety equipment inspector.

10. Applicable Australian Standards, OHS Acts and Regulations, Codes of Practice and Guidelines must be read and adhered to.

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

Failure to follow all warnings, useage and maintenance instructions may result in serious injury or death.

# SYSTEM LIMITATIONS



Only to be used by competent persons with proof of training by registered training organisation in height safety and fall arrest systems.



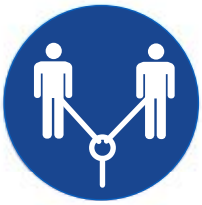
Only Australian Standards certified harness gear to be used.



Only to be used with approved system traveller.




Not to be used on slopes exceeding 40°



Do not exceed allowed number of persons per anchor.



Do not tamper with system components.



Not to be used for tethering or lifting machinery



System must be periodically checked by qualified height safety equipment inspector.

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# PROCEDURE FOR THE SAFE USE OR ANCHOR POINTS




Ensure all workplace OH&S requirements are identified and understood. A risk assessment with a safe work method procedure must be completed and approved by management.



Ensure the limitations of this system have been read, understood and implemented prior to use of this system.



Check the system has been serviced/recertified in accordance with Australian Standards and manufacturer recommendations. System must not be used if due service date exceeds current date.



Ensure all fixings, fittings and attachment hardware are secured. Any tightening and replacement of attachment hardware must be done by a competent person.



Any damage/deterioration of the structure must be reported and the system decommissioned until analysed and recertified by a competent person.

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# PROCEDURE FOR THE SAFE USE OR ANCHOR POINTS



## STEP 1

Ensure a full body harness and suitable rope line is used with this system!

- Harness Gear must be certified to Australian Standards AS/NZ 1981
- Travel 8 system must be used with a tear-web lanyard conected to rear dorsal ring of harness.
- Ensure Harness Gear servicibility dates are current.



## STEP 2

Approach anchor point from a 'safe Zone' i.e. no risk of fall or injury

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## STEP 3

Once in line with area to be accessed, payout rope line evenly toward roof edge.

- Ensure NO slack rope line!



## STEP 4

Ensure there is NO possibility of pendulum when at fall edge!

- User must remain in restraint at all times limiting access beyond the fall edge ie: NO slack rope line!

# PROCEDURE FOR THE SAFE USE OR ANCHOR POINTS



## STEP 5

Use diversion anchorage to access corners or possible pendulum areas.

Attach rope line to diversion anchorage using Karabiner.



## STEP 6

Harness equipment must be stored in carry bag provided and kept in a dry environment.

Any damage to Harness Gear or Static Line system during use, MUST be reported to the workplace manager.

Commercial In-Confidence
For Reference only
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# SYSTEM INSTALLATION/CERTIFICATION CHECKLIST

## Top Mount Anchor Point System

THIS SYSTEM MUST ONLY BE INSTALLED BY A HEIGHT SAFETY EQUIPMENT INSTALLER ACCREDITED BY SAYFA SYSTEMS & TRAINED IN THE SAFE USE AND MAINTENANCE OF THIS SYSTEM.

BEFORE COMMENCEMENT OF SYSTEM INSTALLATION , CHECK THE FOLLOWING TO DETERMINE IF ROOF STRUCTURE IS HAS MINIMUM REQUIREMENTS.

| **Inspection Criteria** | ✓ |
|---|---|
| • Roof deck to which 3-Sixty System is to be attached must have minimum 3 purlins/battens | |
| • Minimum roof sheet thickness - 0.42mm | |
| • Roof Deck must be structurally in good order - no rust, dents etc | |
| • Structure supporting roof deck must be in good order | |
| • Minimum Purlin size 150 x 1.5mm (if Steel) | |
| • Minimum Batten size 50 x 35mm F7 Grade (if Timber) | |

Commercial In-Confidence
For Reference only
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COMPLETED INSTALLATION CHECKLIST

| Component | **Checking Criteria** | ✓ |
|---|---|---|
| Anchor Plate | • Minimum 3 purlins/battens supporting roof sheet on which anchor is installed | |
| | • Plate to structure secure (Min 2 fixings into structure and 8 rivets into roof sheet) | |
| | • All fixings secure | |
| | • No swarf / area left clean | |
| | • Seals not broken down/perished (12 mth Maintenance check) | |

| | | |
|---|---|---|
| Swivel Eye | • Secure attachment to anchor plate | |
| | • Swivel rotates freely | |
| | • No excessive 'play' (max 5mm movement up/down) | |
| | • No visible damage or distortion to swivel eye | |

| | | |
|---|---|---|
| Anchor Layout | • Anchor located in correct postion (no pendulum) | |

| | | |
|---|---|---|
| Signage, Labels | • Insert next due maintenace date on label/system signage | |

| Batch No. Recording DATE: | | |
|---|---|---|
| Component | Batch No. | Qty. |
| | | |
| | | |
| | | |
| | | |
| | | |

| Component | Batch No. | Qty. |
|---|---|---|
| | | |
| | | |
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# 3 SIXTY® TOP MOUNT ANCHOR



AP 130.10

**TOP MOUNT ANCHOR KIT**

- WITH ENERGY ABSORBING SWIVEL ATTACHMENT POINT
- UNIVERSAL PLATE
- 15KN RATED / SINGLE PERSON USE

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

Sayfa Group certifies that the 3 SIXTY® top mount anchor kit is designed, manufactured and tested in accordance with the following standards:

AS/NZS 1891.4

INDUSTRIAL FALL-ARREST SYSTEMS AND DEVICES. SELECTION, USE AND MAINTENANCE

AS/NZS 5532

MANUFACTURING REQUIREMENTS FOR SINGLE-POINT ANCHOR DEVICE USED FOR HARNESS-BASED WORK AT HEIGHTS

**DISCLAIMER**
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Installation not in accordance with Sayfa requirements or the use of non Sayfa components will void all certification and warranties.
Suitability of support structure and design layout of system is the responsibility of the installer and should be verified by a structural engineer or a site specific live load test done to ensure conformance.
Maintenance and usage of the system in accordance with Sayfa requirements is the responsibility of the owner or manager of the workplace.

1029 MOUNTAIN HWY
BORONIA VIC 3155
AUSTRALIA

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E SALES@SAYFA.COM.AU

CERTIFICATION
PRODUCT COMPLIANCE

# 3 SIXTY® TOP MOUNT ANCHOR



AP 130.10

**TOP MOUNT ANCHOR KIT**

- WITH ENERGY ABSORBING SWIVEL ATTACHMENT POINT
- UNIVERSAL PLATE
- 15KN RATED / SINGLE PERSON USE

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This warranty only applies to defects which have arisen solely from faulty materials or fabrication and does not apply to other defects including, without limitation, the following:-

Incorrect installation, accidental damage, abuse, misuse, maltreatment, abnormal stress or stain, harsh or adverse treatment, neglect, corrosive or harsh environments and excessive use.

Warranty claims must include all details and should be made to Sayfa Group within 14 days of the appearance of the defect. Under no circumstances do we accept any liability for consequential loss.

Sayfa Group requires this system be checked and re-certified at least every 12 months by a qualified height safety inspector in accordance with relevant Australian Standards and manufacturers guidelines.

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

## WARRANTY CLAIMS

Should you have a warranty claim as a result of a defect the following procedure must be followed:

Identify the following information:

- Details of location where this item is installed.
- The product/system name and code number.
- The date of purchase/installation.
- Installation company details.
- The installation identification number.
- A description of the defect/warranty claim.
- Evidence of correct periodical maintenance

Forward the above information
to sales@sayfa.com.au
or contact technical helpline, 1300 301 755.

## TERMS & CONDITIONS

- All warranty claims must be made in writing within 14 days of the appearance of the defect.
- Incorrect installation, incorrect layout design or work done by a non accredited Sayfa Group installer will void all warranty rights.
- Systems that have been installed using non proprietary equipment will void all warranties.
- System roof/cladding penetration seals are not covered in this warranty.
- Systems/components that have not been maintained in accordance with manufacturer's and legislative requirements will void warranty.
- Systems used by incompetent persons or use with non compatible accessories ie. harness gear, lanyards, travellers, fall arrestors etc. will void warranty.
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WARRANTY - 10 YEARS
TERMS & CONDITIONS

# TRAVEL8® TOP MOUNT STATIC LINE

travel8® STATIC LINE SYSTEM

SL 200 / SL 1
**STATIC LINE SYSTEM**
- ROOF DECK MOUNT





Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

Sayfa Group certifies that the TRAVEL8® top mount static line system is designed, manufactured and tested in accordance with the following standards:

AS/NZS 1891.2
INDUSTRIAL FALL-ARREST SYSTEMS AND DEVICES, HORIZONTAL LIFELINE AND RAIL SYSTEMS

AS/NZS 1891.4
INDUSTRIAL FALL-ARREST SYSTEMS AND DEVICES, SELECTION, USE AND MAINTENANCE

ISO 9001:2008 REGISTERED FIRM

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CERTIFICATION
PRODUCT COMPLIANCE

# TRAVEL8® TOP MOUNT STATIC LINE

travel8®
STATIC LINE SYSTEM

SL 200 / SL 1
**STATIC LINE SYSTEM**
- ROOF DECK MOUNT





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WARRANTY - 10 YEARS
TERMS & CONDITIONS

# SENTRY® GUARDRAIL ROOF MOUNTED

SENTRY® GUARDRAIL SYSTEM

GW 300 / GW 3
**GUARDRAIL**
- ROOF MOUNTED



Sayfa Group certifies that the SENTRY® guardrail, roof mounted is designed, manufactured and tested in accordance with the following standards:

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

AS 1657
FIXED PLATFORMS, WALKWAYS, STAIRWAYS AND LADDERS, DESIGN, CONSTRUCTION AND INSTALLATION

ISO 9001:2008 REGISTERED FIRM

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CERTIFICATION
PRODUCT COMPLIANCE

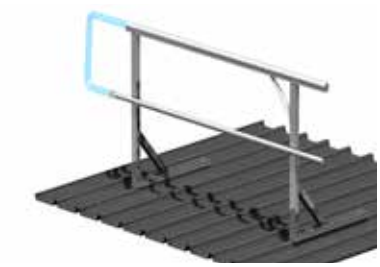
# SENTRY® GUARDRAIL ROOF MOUNTED

SENTRY GUARDRAIL SYSTEM

GW 300 / GW 3

**GUARDRAIL**

- ROOF MOUNTED



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Commercial In-Confidence
For Reference only
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WARRANTY - 10 YEARS
TERMS & CONDITIONS

# PACE600® ALUMINIUM WALKWAY

pace 600
ALUMINIUM WALKWAY

GW 300 / GW 8
ALUMINIUM WALKWAY



Sayfa Group certifies that the PACE600® aluminium walkway is designed, manufactured and tested in accordance with the following standards:

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

AS 1657
FIXED PLATFORMS, WALKWAYS, STAIRWAYS AND LADDERS, DESIGN, CONSTRUCTION AND INSTALLATION

ISO 9001:2008 REGISTERED FIRM

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CERTIFICATION
PRODUCT COMPLIANCE

# PACE600® ALUMINIUM WALKWAY

pace600
ALUMINIUM WALKWAY

GW 300 / GW 8
ALUMINIUM WALKWAY ONLY



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WARRANTY - 10 YEARS
TERMS & CONDITIONS

# PROTEX® RAISED SKYLIGHT PROTECTOR

PROTEX
SKYLIGHT PROTECTORS

GW 395
**RAISED SKYLIGHT PROTECTOR**
- FOLDED



Sayfa Group certifies that the PROTEX® raised skylight protector is designed, manufactured and tested in accordance with the following standards:

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

AS 1657
FIXED PLATFORMS, WALKWAYS, STAIRWAYS AND LADDERS, DESIGN, CONSTRUCTION AND INSTALLATION

ISO 9001:2008 REGISTERED FIRM

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CERTIFICATION
PRODUCT COMPLIANCE

# PROTEX® RAISED SKYLIGHT PROTECTOR

PROTEX
SKYLIGHT PROTECTORS

GW 395
RAISED SKYLIGHT PROTECTOR
- FOLDED




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ISO 9001:2008 REGISTERED FIRM

WARRANTY - 10 YEARS
TERMS & CONDITIONS


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# KATT® MINI ACCESS LADDER WITH HANDRAILS

KATT® MODULAR LADDERS

LD 400 / LD 1

**MINI ACCESS LADDER**

- WITH ANGLED HANDRAILS



**Sayfa Group** certifies that the **KATT® mini access ladder with handrails** is designed, manufactured and tested in accordance with the following standards:

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

AS 1657

FIXED PLATFORMS, WALKWAYS, STAIRWAYS AND LADDERS, DESIGN, CONSTRUCTION AND INSTALLATION

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**DISCLAIMER**

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Installation not in accordance with Sayfa requirements or the use of non Sayfa components will void all certification and warranties.
Suitability of support structure and design layout of system is the responsibility of the installer and should be verified by a structural engineer or a site specific live load test done to ensure conformance.
Maintenance and usage of the system in accordance with Sayfa requirements is the responsibility of the owner or manager of the workplace.

SAYFA GROUP

1029 MOUNTAIN HWY
BORONIA VIC 3155
AUSTRALIA

T 1300 301 755
F 1300 881 092
E SALES@SAYFA.COM.AU

CERTIFICATION
PRODUCT COMPLIANCE

# KATT® MINI ACCESS LADDER WITH HANDRAILS

KATT®
MODULAR LADDERS

LD 400 / LD 1
**MINI ACCESS LADDER**
- WITH ANGLED HANDRAILS




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Sayfa Group warrants that for a period of 10 years from date of purchase, that the product is free from all defects in materials or fabrication under normal use.

This warranty only applies to defects which have arisen solely from faulty materials or fabrication and does not apply to other defects including, without limitation, the following:-

Incorrect installation, accidental damage, abuse, misuse, maltreatment, abnormal stress or stain, harsh or adverse treatment, neglect, corrosive or harsh environments and excessive use.

Warranty claims must include all details and should be made to Sayfa Group within 14 days of the appearance of the defect. Under no circumstances do we accept any liability for consequential loss.

Sayfa Group requires this system be checked and re-certified at least every 12 months by a qualified height safety inspector in accordance with relevant Australian Standards and manufacturers guidelines.


Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE


## WARRANTY CLAIMS

Should you have a warranty claim as a result of a defect the following procedure must be followed:

Identify the following information:

- Details of location where this item is installed.
- The product/system name and code number.
- The date of purchase/installation.
- Installation company details.
- The installation identification number.
- A description of the defect/warranty claim.
- Evidence of correct periodical maintenance

Forward the above information
to sales@sayfa.com.au
or contact technical helpline, 1300 301 755.

## TERMS & CONDITIONS

- All warranty claims must be made in writing within 14 days of the appearance of the defect.
- Incorrect installation, incorrect layout design or work done by a non accredited Sayfa Group installer will void all warranty rights.
- Systems that have been installed using non proprietary equipment will void all warranties.
- System roof/cladding penetration seals are not covered in this warranty.
- Systems/components that have not been maintained in accordance with manufacturer's and legislative requirements will void warranty.
- Systems used by incompetent persons or use with non compatible accessories ie. harness gear, lanyards, travellers, fall arrestors etc. will void warranty.
- Systems/components used for purposes other than their intended use will void warranty.
- General wear and tear is expected and will depend on the frequency of use and is not covered by the manufacturer's warranty.

ISO 9001:2008 REGISTERED FIRM

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WARRANTY - 10 YEARS
TERMS & CONDITIONS

# ALTO® STEP BRIDGE

ALTO STEP LADDERS & BRIDGES

ST 559

STEP BRIDGE



Sayfa Group certifies that the ALTO® step bridge is designed, manufactured and tested in accordance with the following standards:

Commercial In-Confidence
For Reference only
DO NOT DISTRIBUTE

AS 1657

FIXED PLATFORMS, WALKWAYS, STAIRWAYS AND LADDERS, DESIGN, CONSTRUCTION AND INSTALLATION

QAS INTERNATIONAL ISO 9001:2008 REGISTERED FIRM

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CERTIFICATION
PRODUCT COMPLIANCE

# ALTO® STEP BRIDGE

ST 559

STEP BRIDGE



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WARRANTY - 10 YEARS
TERMS & CONDITIONS