

Safety Platforms Ltd

Unit V4, Carlinghow Mills, 501 Bradford Road, Batley, West Yorkshire, WF17 8LN.

Tel: 01924 420820 Fax: 01924 420830

email: info@safetyplatforms.co.uk www.safetyplatforms.co.uk

Tool Box Talk - Podium Steps Working at Heights

Podium steps represent a safe alternative to builders step ladders to gain access to high level. They are built from a framework of aluminium tubes and 'snap-lock'/hook locking' type fittings and shall only be erected by competent and experienced operators.

Safety Platforms supply a variety of podium steps, including models designated as 420, 500, 670, 750, 960, 1200, Mk1, Mk2 and Mk3 providing varying maximum work platform heights ranging from 0.42M to 1.9M . The assembly instructions and checklists must be available for reference at all times and must be followed exactly.

Podium Step Rules

1. Podium steps must be erected on a firm level base.
2. Check ALL components are free from damage for correct function and use.
3. Check for overhead hazards where work is to be carried out.
4. The podium steps MUST be erected in accordance with the manufacturers instructions. Once erected, check the podium steps to ensure all components, hooks and locking mechanisms fit and operate correctly.
5. Access must via the steps and serrated rungs where provided. Climbing up the outside of the podium steps is not permitted.
6. Podiums are provided with swivel castors. Each castor is fitted with a brake. The brakes must all be 'on' when the steps are in use. This means that men and materials must not be on the platform when the podium steps are moved.
7. Move the podium steps by pushing horizontally near the base. Make sure the route is clear at both ground level and up to the height of the steps before starting to push.
8. Extra care is essential is outriggers are in use. Outriggers are only to provide extra stability to the podium steps. Only raise outriggers by the minimum amount possible when moving the steps. If in doubt about stability, get assistance to steady the frame whilst moving the steps.
9. Check safe working load for the working platform. Do NOT overload the steps - one man and hand tools. Do NOT store materials on the steps.
10. Always work with the guard rail gate fully closed in the locked position. Never work with the gate open, there is a high risk of falling from height.
11. Ladders must not be leant against podium steps or stood on the platform to gain extra height. Never stand on the frame to gain extra height.
12. When working on podium steps, pushing or pulling work actions such as pipe wrenching or cable pulling need to be undertaken with due thought as to where you are to avoid the risk of overturning.

13. Work end on if possible and NEVER overreach when working.
14. Do not use another contractors podium steps. It may not be correctly erected, it may be damaged or incomplete, etc. Use only podium steps provided by your company and erected by a competent person.
15. If in doubt about any application, refer to the supplier or manufacturer for advice.

Any Questions?

Summarise main points and add:

Report any defective equipment to your supervisor and ensure no one else uses the faulty equipment.