

Customer name	
Contract number	

STATUS	Final / On Hire		Off-Hire		Stock Transfer		Thorough Examination		Job sheet	DATE
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PLANT NUMBER		DESCRIPTION / TYPE	
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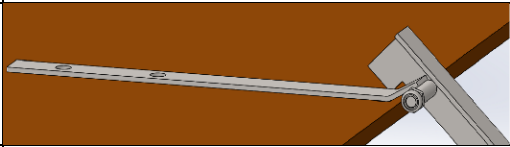
CARE MUST BE TAKEN NOT TO TRAP FINGERS WHILE OPENING AND CLOSING THE STAIRWAYS

THESE INSTRUCTIONS SHOULD BE FOLLOWED WHEN CHECKING EQUIPMENT

- Check the general appearance and finish of the whole stairway including side rails.
- Inspect the stairway including individual treads and handrails for any damage, distortion, cracks, and security.
- Check the whole stairway is free from corrosion.
- Make sure that the stairway is free from oil and mud. Clean where necessary.
- Inspect that all bolts are in place and proper condition for the stairway and for the handrails. Check also for any sharp edges present.
- Make sure that the stairway opens properly and that all treads are in the horizontal position. Check the stability of the stairway.
- Check the condition of any the securing device such as trailer clamps, scaffoldfix hooks, and slabfix are in good working condition, not bent and any treads present are not damaged. Make sure slabfix is fitted as pictured below (bent down and flat)
- Check that the handrail fits into the socket securely **and supplied R-Clips are fitted into handrails below all sockets.**
- Checks that the lifting eyes are not bent, damaged or show any signs of wear and are secured.
- Check the condition of the support legs.
- Check that the MGS24 Plant return label, MGS71 Next exam due date and MGS95 Instructions plate on the stairway is legible.
- Check that the plant number and SWL are present on the stairway.
- **Ensure that appropriate handrails are strapped to appropriate stairways.**

UNDER NO CIRCUMSTANCE MUST THE STAIRWAY BE PAINTED

Equipment which displays evidence of incorrect operation should be withdrawn from service.

	O	K	R	COMMENTS
GENERAL APPEARANCE				
Condition of whole stairway				
Corrosion condition				
Cleanliness of stairway				
Bolts and sharp edges				
Operation and stability of stairway				
Condition of securing devices. Make sure slabfix is fitted as the picture →				
Proper fit of handrails in sockets with R clips				
Condition of lifting eyes				
Condition of support legs				
Instruction plate & stickers				
Plant number and SWL				
Stairways and handrails				

Equipment should be cleaned and correctly stored after checking

CHECKED BY:

DATE:

PRINT	SIGN
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