

THIS ASSEMBLY
GUIDE IS INTENDED
TO PROVIDE YOU
WITH STEP-BY-STEP
INSTRUCTIONS ON
HOW TO ASSEMBLE
YOUR TUFF
WAREHOUSE STEP
LADDER WITH EASE
AND SAFETY.

You should read and understand all notes and diagrams, before commencing assembly. Personnel should be qualified or competent to assemble the TuFF Warehouse Step Ladder.

Remember to do a risk assessment of the work to be carried out prior to commencing.

This warehouse step ladder shall only be used according to this manual without any modification.

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## HANDRAIL ASSEMBLY **ASSEMBLY PROCEDURE**

## **COMPONENTS**

2x handrails

2x assembled wheels

2x lateral bracing bars

14 - 22x (size dependent) M6 x 16mm bolts

10 - 12x (size dependent) M6 x 40mm bolts

26 - 30x M6 washers

24 -34x M6 nuts

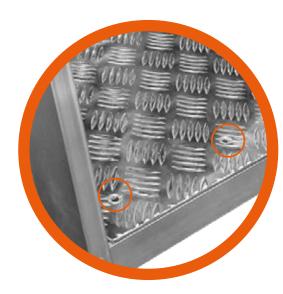
## **TOOLS REQUIRED**

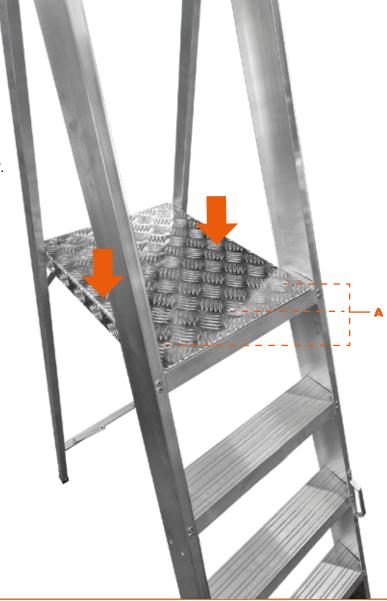
2x 10mm spanners



Open out the ladder and place the platform onto the top tread and rear support as shown.

Ensure the long protruding edge of the platform sits directly on the top tread aligns to the holes 'A'.

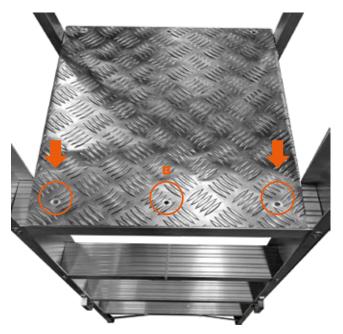


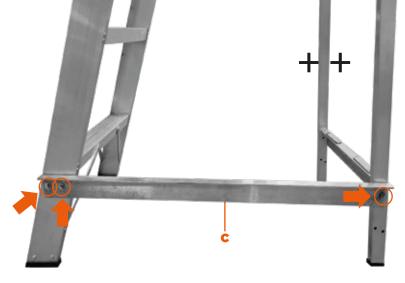




Place M6 washers on the M6 x 16mm bolts and insert through the holes 'B' in the top of the platform.

From the underside, use M6 nuts to secure the platform.





Select one of the lateral bracing bars 'C' and insert  $M6 \times 16$  nuts with M6 washers through the holes.

With the overhang on the top side as shown. Insert the bolts into the corresponding holes on the step legs. Use M6 nuts and washers to secure from the rear. Repeat this step for the other side.

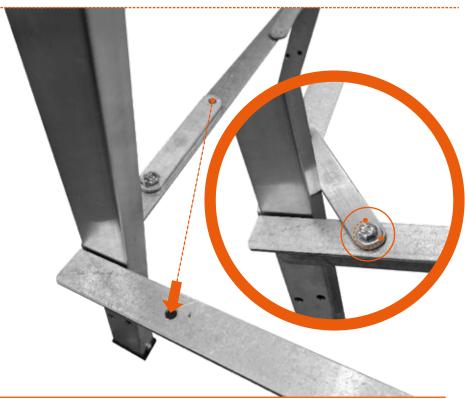
### **NOTE**

The two holes should align with the stile and the single hole to the back leg.



Loosen the bolt on the K strap, then rotate so the hole aligns with that on the lateral brace.

Use an M6 x16 bolt, two washers and a nut to secure. Repeat this step for the opposite side.





Take the wheels on their brackets and insert two M6 x 40mm bolts.

Insert the bolts with wheels through the brackets 'D' and the back leg, ensuring the bracket is tilted downward and flush with the edge. Secure with washers and M6 nuts from the other side.

Repeat this step for both wheels.

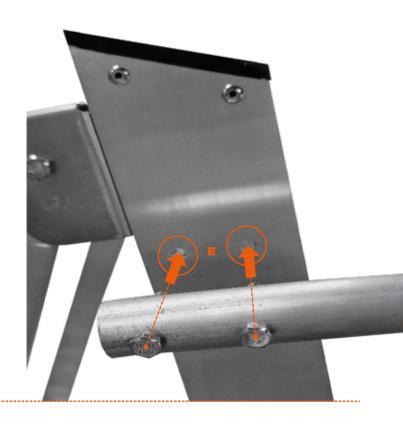




Insert four bolts into the four holes of the handrail and push through the aligning holes on the ladder 'E'. Ensure the handrail protrudes to the front side of the ladder.

Place a M6 washer and an M6 nut on the inside of the ladder and tighten until secure. Don't over tighten - the handrail tube may bend.

Repeat this step for the opposite side.





Make a final visual inspection and complete a tighten test. Ensure all bolts are sufficiently affixed and present.

You may have left over fixings as some spares are provided.



# RISK ASSESSMENT COMPLETION FORM

Inspector  Location & Site  Main activity/situation					Date & time				
					Inspection No.				
					Signature				
NOTES									
A Personnel at Risk		B Severity C I		C Prol	Probability				
☐ Employee		☐ Negligible ☐ Im		☐ Imp	npossible 🔲 Probable				
☐ Contractor		☐ Minor injury ☐ Im		☐ Imp	robable 🗌 F	requent			
☐ Public		Serious injury		Rem	Remote				
		☐ Major iı	njury	☐ Occ	asional				
INSPECTION NO.	ACTIVITY / LOCATION MATERIALS / TOOLS ETC.	HAZARDS Identified	A B C	RISK RATING (BxC)	SAFETY EQUIPMENT TO BE USED	ВС	RISK RATING (BxC)	ACTION BY	
RISK VALUE KEY  1-4 ACCEPTABLE. 5-9 MEDIUM: Investigate and where practicable reduce the risk. 10-14 HIGH: Action must be taken to reduce risk.  15-24 VERY HIGH: Risk is too high to start work or continue, work must be stopped.									

NOTES		



LFI - Ladder & Fencing Industries (Newent) Ltd. Horsefair Lane, Newent, Gloucestershire GL18 1RP

Email: info@lfi-ladders.co.uk





















