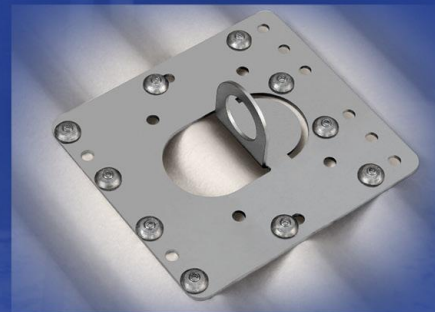


LADDER BRACKET AND ANCHOR POINT SYSTEM ROOF PITCH UNDER 15 DEGREES



RIS OPERATIONS MANUAL, CERTIFICATION AND WARRANTY

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Ladder Bracket and Anchor Point System

RIS Altitude products are designed to exceed local and international standards and provide simple-to-operate, easy-to-connect safety solutions. RIS Altitude systems are carefully designed following the risk assessment process, identifying work situations where a worker will need added protection through the use of PPE (personal protective equipment) and a physical connection with the structure they are working on.

Site Address: Assisi Centre, 230 Rosanna Road, Rosanna

RIS certifies that the systems as outlined in the site anchor point layout for Assisi Centre, 230 Rosanna Road, Rosanna are certified* to meet the requirements of AS/NZS 1891.4 Industrial Fall Arrest Systems & Devices Part 4: Selection, Use & Maintenance.

*Certification and Warranty subject to terms and conditions

Installed Systems list:

Nine Ladder Access Brackets

Nine Wire Access Strops

One Hundred and Eleven Anchor Points



Test / Inspection Certificate

Date of certification	06.05.2014
Date of next inspection	06.05.2015
Warranty* period	06.05.2024
Certificate Number	RW4339
Approved by	Kevin Houston
Installed by	RIS

*Subject to conditions



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Certificate of Inspection

Installed System

Certificate No :

03-02-RW4339

Site Barcode :

CLIENT	Buxton Constructions Pty Ltd		Assisi Aged Care Facility	
ADDRESS	Suite 3, 16 Salmon Street		230 Rosanna Road	
Port Melbourne	POSTCODE	VIC 3207	Rosanna VIC	
PHONE	03 9644 7000	FAX	03 9644 7044	

ASSET TYPE	BAR CODE	COMISSION DATE	NEXT SERVICE	RATING	*COMPLYING STANDARDS	MANUFACTURED & INSTALLED BY	COMMENTS
Single Anchorage Points -Stage 1	SMAP5	27.11.2013	27.11.2014	15kN	1891.4.2009	RIS/RIS	40 Anchor Points Installed, visually inspected pass
Ladder Brackets -Stage 1	LBPS	27.11.2013	27.11.2014	150kg	1891.4.2009	RIS/RIS	3 Ladder Brackets Installed, visually inspected pass
Anchor Cable Strops -Stage 1	Strop	27.11.2013	27.11.2014	15kN	1891.4.2009	RIS/RIS	3 Anchor Cable Strops Installed, visually inspected pass
Single Anchorage Points -Stage 2	SMAP5	27.11.2013	27.11.2014	15kN	1891.4.2009	RIS/RIS	38 Anchor Points Installed, visually inspected pass
Ladder Brackets -Stage 2	LBPS	27.11.2013	27.11.2014	150kg	1891.4.2009	RIS/RIS	3 Ladder Brackets Installed, visually inspected pass
Anchor Cable Strops -Stage 2	Strop	27.11.2013	27.11.2014	15kN	1891.4.2009	RIS/RIS	3 Anchor Cable Strops Installed, visually inspected pass
Single Anchorage Points -Stage 3	SMAP5	06.05.2014	06.05.2015	15kN	1891.4.2009	RIS/RIS	33 Anchor Points Installed, visually inspected pass

Ladder Brackets -Stage 3	LBPS	06.05.2014	06.05.2015	150kg	1891.4.2009	RIS/RIS	3 Ladder Brackets Installed, visually inspected pass
Anchor Cable Strops -Stage 3	Strop	06.05.2014	06.05.2015	15kN	1891.4.2009	RIS/RIS	3 Anchor Cable Strops Installed, visually inspected pass

Supply & Install: Single Anchorage Points, Ladder Brackets, Anchor Cable Strops and Signage

*Design and location of the Height Safety System is in accordance with AS/NZS 1891-4 – 2009 and local Regulatory Authorities.

AUTHORISED BY: Stephen Byrne

DATE: 06.05.2014

SIGNATURE:



SYDNEY: Tel: (02) 8781 2100 Fax: (02) 8781 2111	BRISBANE: Tel: (07) 3216 6413 Fax: (07) 3216 7745	CANBERRA: Tel: (02) 6280 7200 Fax: (02) 6239 1066	MELBOURNE: Tel: (03) 9545 3177 Fax: (03) 9545 3455	ADELAIDE: Tel: (08) 8241 0090 Fax: (08) 8241 0122
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HEIGHT SAFETY SYSTEM WARRANTY

1. Roofsafe Industrial Safety Pty Limited guarantees the height safety system and installation against defects caused by faulty workmanship and materials for Ten (10) years from the date of purchase on the provision that the product is inspected and recertified every twelve (12) months as per AS1891.4 by an authorized RIS representative. Failure to have the system inspected and properly maintained as per AS1891.4 will void the warranty.
2. During this Guarantee period Roofsafe Industrial Safety will replace any defective parts and provide labour to install. However if the product includes a number of accessories only the defective product or accessory will be replaced.
3. In addition the parts and accessories making up the system are guaranteed for structural integrity for a period of 10 years from date of purchase.
4. It is a condition of this warranty and a requirement of the Australian Standard AS/NZS 1891 Part 4 that this system be inspected and recertified every twelve months by Roofsafe.
5. Roofsafe Industrial Safety reserves the right to make minor adjustments instead of replacing the product or accessory.
6. In the event of a part, product, accessory or system being replaced during this guarantee, the guarantee on the replacement will expire at the original date i.e. 12 months from the original purchase date.
7. This guarantee excludes defects caused by the product or system not being used in accordance with instructions, accidental damage, misuse or being tampered with by unauthorized persons.
8. If failure or fault occurs, notification should immediately be given in writing to Roofsafe Industrial Safety at 3 Bushells Place, Wetherill Park NSW 2164
9. If any product or part is forwarded to Roofsafe Industrial Safety a label should be attached stating your full name, address and nature of fault or complaint. The Guarantee and copy of the Purchase Receipt should also accompany any claims.
10. This guarantee is additional to the Conditions and Guarantee which are mandatory and as implied by the Trade Practices Act 1974 and other legislation.

PRODUCT: ANCHOR POINTS/LADDER BRACKETS/ANCHOR CABLE STROPS

MODEL: SMAP5/LBPS/STROP

DATE OF PURCHASE / INSTALLATION: 06.05.2014

PURCHASED BY: BUXTON CONSTRUCTION

LOCATION: ASSISI AGE CARE

AUTHORISED BY: _____

ABN 46 008 445 458

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Hobart
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1300 662 994

Safe Use

Step 1

Complete your site induction with the RIS Altitude system owner and confirm that the users can demonstrate competence in the activity of working at heights by provision of a nationally recognised certification or equivalent.

Step 2

Develop and sign off on risk assessment/work method statement for the task, considering task specifics elements that will affect the user's safety:

- Type of work
- Length of time required to complete the work
- Surface conditions
- Materials to be used
- Ladder requirements
- Placement of the materials
- Additional hazards introduced by the task such as:
 - Working around plant and equipment
 - Working near energised electrical installations
 - Public safety and security
 - Dropped objects
- PPE, plant and equipment inspection pre-use (ladders, scaffold, scissor lifts etc)
- Rope length requirements for the work
- Anchor testing requirements
- Rescue requirements for any activity where fall arrest techniques are to be used

Safety Warning:

RIS Altitude systems are designed to be used by competent trained persons only. The way all RIS Altitude systems are used will be relative to a range of variables not able to be captured in this operations manual. These user instructions are indicative only and may change depending on site conditions, types of work required to be completed and number of person involved in the task. Progressing to complete work without assessing and controlling the risk relative to the work and the use of the systems is in contravention of work health and safety regulations and highly dangerous and not recommended. The above list is not exhaustive. Should you require more information on task specific risk assessment, user training or work health and safety regulations relevant to your workplace, please contact your local RIS branch before progressing with the work.

Step 3

Inspect the intended work access areas and confirm the RIS Altitude systems have been inspected within the last 12 months. Prior to accessing the roof area, fit the harness and connect a 1.5m shock absorbing lanyard to the rear attachment point on the harness. Connect the loose end of the same lanyard to a rope adjuster and rope. Ensure the rope is long enough to complete the task required. Store all excess rope and equipment in a backpack.

Step 4

- Position the temporary ladder at the roof entry point (ladder bracket location):
 - Ladder angle is at a ratio of 4 to 1.
 - Ladder is positioned 1m above the resting point and secured on the ladder bracket.
- Secure the base of the ladder.
- With all required equipment secured in the backpack on the worker's back, climb the temporary ladder. Always ensure that the worker maintains three points of contact on the ladder. When within 1m of the top of the ladder, stop in a position where you can reach the roof anchor mounted strop safely and at the same time maintain three points of contact.
- Connect the free end of the personal shock absorber on the front of the harness to the anchor strop via the karabiner.
- Walk into the roof connected. When further than 3m from the roof edge, disconnect the personal shock absorber from the roof anchor strop and place the strop on the roof or slide it back to the ladder for other workers to use.
- Make your way to the closest roof anchor adjacent to the required work area.
- Connect to the roof anchor via the rope and rope adjuster and adjust the rope so that you can reach the work areas but not a fall zone.
- When work is completed make your way back to the access point and reverse the processes by reconnecting the personal shock absorber to the roof anchor mounted strop, moving to the ladder and climbing onto and down the ladder until at the ladder bracket height, then disconnect the anchor mounted strop from the personal shock absorber and climb down the ladder.
- Repeat the same access and egress process for all other workers.

Step 5

Update or sign off the risk assessment/work method statement and advise responsible person work has been completed and controls are effective.

Recommended Personal Fall Protection Equipment per user:

- 1 x multi-purpose full body harness
- 2 x connectors/karabiners 22kn
- 2 x 15m rope and rope grabs combinations for restrained work positioning
- 1 x 1.5m shock absorbing lanyard
- 1 x 300mm shock absorber
- 1 x backpack kit bags 50m capacity

User Competence and Risk Assessment

People that work at heights are exposed to the risk of falling. Falling from heights at work is one of the most common causes of serious injury and death in the Australian workplace. Installing safety systems is one element of managing these risks. In order to meet the full requirements of all State, Territory and Commonwealth Work Health and Safety Laws and Regulations, fall prevention system users must be competent in the use of the systems, and a risk assessment must be undertaken prior to use.

Every systems will have subtle differences that may impact the way a user can operate the system effectively. Issues such as the work environment, type of work, access and other activities in close proximity to the work must be considered before beginning work, and must be part of a documented pre-start risk assessment. Work Health and Safety Regulations require that the person commissioning the work ensures that those competing the work (be they an employee, contractor or volunteer) have a thorough understanding of the risks involved with the work and can demonstrate competence in completing the task, including being prepared react to a rescue scenario where fall arrest systems are utilised in a workplace.

Rope access is work that relates to a person being fully suspended on a rope and in a position where it would usually be very difficult to retrieve them should they become stuck or incapacitated. RIS Altitude systems are designed to accommodate the load and location requirements for rope access systems only. RIS does not supply specific information relative to rope access rigging, rope access equipment, rope access user competency guidelines, or other rope access information – this is the responsibility of the rope access contractor. The design of RIS Altitude rope access systems will allow safe access and egress to the required zone when used by two or more competent and experienced rope access technicians. Unless specifically stated in signage or operations manuals, RIS Altitude systems should not be used for rope access.

For further information or help on local requirements, instruction in risk assessment, and development and training in the use of RIS Altitude systems for your workers (employees, contractors or volunteers), get in touch with your local branch today.

Periodic Inspections Testing & Certification

The RIS Altitude products that form the system are tested and certified to the following Australian standards:

AS/NZS 1891.2	Industrial Fall Arrest Systems & Devices Part 2: Horizontal Lifeline and Rail Systems
AS/NZS 1891.3	Industrial Fall Arrest Systems & Devices Part 3: Fall Arrest Devices
AS/NZS 1891.4	Industrial Fall Arrest Systems & Devices Part 4: Selection, Use & Maintenance
AS/NZS 5532	Manufacturing requirements for single-point anchor device used for harness-based work at height

Your RIS system(s) requires regular inspections to ensure they remain fit for use. Every location will have differences, and the inspection time frames will be relative to possible deterioration caused by many factors including but not limited to age, weathering, site conditions and usage factors. Inspection time frames may differ based on a risk assessment and depending on the product type.

As the manufacturer of the product, RIS recommends inspection time frames in alignment with Australian Standards recommendations of 12 months. RIS may recommend alternative inspection time frames in the following cases:

1. Frequently used systems
 - a. Any RIS systems that is used more than 5 time in 1 week
2. Infrequently used systems
 - a. Any RIS systems that is used less than 1 time in 12 months
3. Once off installation not to be used again

Inspections should be carried out by a competent height safety inspector that can demonstrate a capacity to inspect the systems thoroughly against the installation and certification criteria set out below:

- Has been trained and certified by RIS to undertake inspections and certification activity for RIS products.
- Demonstrates relevant industry experience in the inspection and use of height safety equipment.
- Can develop and implement a risk management approach to the inspection of the systems in order to inspect and review suitability prior to connecting to the anchor.
- Can demonstrate capacity to update and advise the owner at the time of the inspection regarding any defects and warranty issues.
- Works within the guidelines of the professional indemnity insurance carried by RIS that protects the systems owner from liability for the activities relevant to certification and inspection of new and existing systems.
- Provides a signed work method statement prior to the inspection relevant to the inspection, including the RIS systems recertification inspection criteria.



RECERTIFICATION PROGRAM

We welcome you to the **RIS Recertification Program**

All height safety equipment installed to AS1891 requires annual certification to ensure compliance.

Did you know that as Person Conducting a Business or Undertaking (PCBU) you are required to provide safe systems for work. This obligation extends to ensuring access equipment is maintained and is regularly inspected and recertified to comply with the Australian Standards.

The access system information for your site has been logged into our recertification database.

We will make contact with your site approximately one month prior to recertification being due as a reminder service.

Please contact us to confirm or update the contact details we have on file. We will then be able to contact you before the recertification inspection is due to arrange a convenient time for one of our technicians to complete this work with minimal disruption to your operations.

Please email **recert@rissafety.com** with the following information:

Address as listed on the certificate of the site where the system was installed:

Contact name:

Contact email address:

www.RISsafety.com

PHONE ENQUIRIES: **1300 663 255**