

Maintaining DELTADECK®'s in good working order requires:

1. PRE-USE CHECKS BY THE USER
2. DETAILED INSPECTIONS
3. MAINTENANCE

It is recommended that where a company has a number of DELTADECK®'s that they maintain a register to assist in organising and planning inspections and maintenance. The format for a register can be whatever format the company finds most appropriate for its business. All DELTADECK® owners and users should be able to identify their DELTADECK®'s by labels. Labels should not weaken the DELTADECK®, interfere with its functionality or hide defects.

**DELTADECK®'s with defects must be marked as unfit for further use and immediately withdrawn from use. If in doubt, do not use the equipment and refer to the supplier or manufacturer for information and advice.**

#### PRE-USE CHECKS BY THE USER

The aim of a pre-use check is to quickly establish whether the DELTADECK® is safe to use NOW. A user prior to setting up a DELTADECK® should carry out a pre-use check (may only need to be done once a day for frequently used DELTADECK®'s) which is a visual and functional check. The user should be able to identify obvious defects on a DELTADECK® that prevent its safe use.

Examples of such defects are:

- *General:*
  - a. Is the DELTADECK® twisted or distorted*
  - b. Is there paint, dirt or labels that could be hiding defects*
  - c. Are standing surfaces free from dirt or contaminants that may reduce grip and render product unsafe.*
  - d. Are stays, folding joints and other mechanical and moving parts free from dirt or other contaminants that may reduce functionality or impair safe use.*

- *Castor wheels (where fitted) and plastic feet:*
  - a. *Are wheels or plastic feet missing*
  - b. *Are the wheel bolts and nyloc nuts present and tightened sufficiently*
  - c. *Are wheels functional, e.g. check for flat surfaces on wheels*
  - d. *Are brakes functional*
- *Plywood:*
  - a. *Are there any cracks or visible damage. Check both topside and underside.*
  - b. *Is any paint or dirt on the plywood that may be hiding damage or defects.*
  - c. *Are there any rivets missing.*
- *Legs:*
  - a. *Are Outer Leg stiles dented, warped or bent*
  - b. *Are any Rungs missing, dented, bent, worn, loose or damaged*
  - c. *Inner Legs:*
    - i. *Are the inner legs functional*
    - ii. *Are any inner legs missing, dented, bent or damaged*
    - iii. *Are any locking spring clips missing or not functional*
  - d. *Stays:*
    - i. *Are Stays warped or bent*
    - ii. *Are all nyloc nuts and bolts present and tightened sufficiently*
    - iii. *Are there any cracks on welds connecting Stays and the platform*
    - iv. *Are there any cracks on welds connecting Stays and the outer legs*

- *Guardrails:*
  - a. *Are the guardrails functional and engaging securely*
  - b. *Are the “folding joints” including the “slide” engaging fully*
  - c. *Are the “folding joints” corroded or damaged*
  - d. *Are there any visible cracks to the welds on the “folding joints”*
- *Gate:*
  - a. *Are Hinges functional and pop rivets still tight*
  - b. *Are any Locking clips missing or excessively loose*
- *Corner brackets (Leg / Guardrail):*
  - a. *Are any Nuts and bolts missing*
  - b. *Are any Rivets missing*
- *Are there any obvious poor makeshift repairs*

## DETAILED INSPECTIONS

Statutory detailed inspections of work equipment are more in-depth visual and functional inspections, than pre-use checks and need to be carried out by competent persons. For example, in a pre-use check you would check that rivets are not missing. In a detailed inspection you would check that rivets are not loose or missing.

The aim of the detailed inspection based upon the DELTADECK®'s current condition, is to establish that it is safe for continued use or that maintenance and remedial work may be necessary.

To be competent to undertake an inspection a person should know what types of defects or deterioration could be present and whether any defect or deterioration found is serious enough to prevent further use of the DELTADECK® (disposal or repair) or if increased frequency of inspections is appropriate.

### Frequency of detailed inspections

In-depth visual and functional inspections should be carried out at set intervals depending upon the frequency of use (see below) and a record of the inspections should be kept. In between these detailed inspections, further interim inspections should be carried out if a risk assessment has identified significant risks that could result in deterioration in the condition of the DELTADECK®, for example if the equipment has been used in extreme conditions (e.g. used in a corrosive environment) or likely to have been damaged (e.g. struck by a vehicle, overloaded, blown over in high winds, dropped, etc.). All inspections should be recorded. Detailed inspections will depend upon the frequency of use of the equipment and as a guide:

1. It is recommended that DELTADECK®'s subject to frequent use (likely to be used daily or several times a week) should be inspected at least once every 3 months.
2. DELTADECK®'s that are subject to occasional use (normally used weekly) should be inspected at least once every 6 months.
3. DELTADECK®'s that are subject to infrequent use (used in periods in excess of monthly) should be inspected at least once every 12 months to check that they have not deteriorated or been damaged during storage.

### Records of inspection

It is recommended that training information and refresher training of users is recorded along with any assessment of their ability to carry out checks. Inspections need to be recorded and contain the following minimum information:

- *Identification marking of DELTADECK®*
- *Date of inspection*
- *Who did the inspection*
- *Any significant damage or wear (type and location) relevant for the next inspection.*
- *Whether the DELTADECK® was fit for use and if not what action was taken (e.g. repaired or quarantined).*

- *If the DELTADECK® was fit for continued use, the next inspection date (month and year as a minimum)*
- *If a DELTADECK® cannot be found at the next interval, a stock check should be undertaken to establish that the company no longer has the DELTADECK®.*
- *If a DELTADECK® is destroyed or repaired as the result of a user check this information should be entered in the record and the register.*

The record can be in whatever format the owner finds most appropriate to their business. These records can be linked to the DELTADECK® register.

#### COMPANIES HIRING EQUIPMENT

DELTADECK®'s provided by hire companies should be subjected to a pre-use type check, prior to hire, normally carried out on its return by a competent person, to establish if any repairs are necessary.

Whilst on site it is the responsibility of the user / company receiving the equipment to ensure that the DELTADECK® has its pre-use checks, detailed and interim inspections, as necessary, depending upon the task, site conditions and duration of hire. The hire company if asked should provide information and advice on the suitability of DELTADECK®'s for a particular task. However, it is the duty of the employer / self-employed person to select suitable access equipment for a task.

#### MAINTENANCE

DELTADECK®'s need to be kept clean so defects are not hidden behind paint or dirt.

Maintain standing surfaces free from any dirt or contaminants that may reduce grip and render product unsafe.

Stays, folding joints and other mechanical and moving parts must be kept free from dirt or other contaminants that may reduce functionality or impair safe use.

Keep all metal parts free from dirt or other contaminants that may absorb and retain moisture and lead to corrosion.

**Do not use** high pressure washers to remove contaminants attached to the platform decking.

#### Handling & Storage

DELTADECK®'s should be stored and handled with care to avoid damage to either the equipment or the person handling the equipment. When being transported, they need to be firmly secured and properly supported to prevent damage. For long-term storage, DELTADECK®'s should be protected from the elements as water ingress can have a detrimental effect on the plywood platform decking.

For further advice or information, please contact:

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