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1 About these instructions

This instruction manual describes how to use the multi-function ladder safely either as a stepladder or a single ladder.

- Please read through these instructions before use and retain them for future reference.

This instruction manual must be included if you pass on the ladder to someone else.

2 Intended use

This ladder is a piece of mobile work equipment that can be used in different places.

This ladder allows users to perform small-scale work at heights where the use of other equipment is inappropriate (see German Ordinance on Industrial Safety and Health).

This ladder may only be used in accordance with these instructions. Any other use is considered improper. Stepladders may not be used as single ladders unless they are designed to do so.

The manufacturer does not accept any liability for any damages resulting from improper use.

Any modifications to the ladder that are not authorised by the manufacturer will void the warranty and exclude any liability of the manufacturer.

3 General safety instructions

In addition to the general safety instructions, users have to take note of the general markings on the product (see "General markings" on page 5).

1. The ladder may only be set up and used by persons familiar with these assembly and use instructions.
2. The ladder and its parts may not be modified.
3. Before using the ladder, check that all its parts are assembled correctly and functioning properly.
4. When using the ladder, there is a risk of the user falling from the ladder or the ladder toppling over. This may cause injury to persons or damage to property.
5. Make sure that the ladder is suitable for the application in question and is set up in a proper position during use.
6. The ladder should only be set up on an even, horizontal and stable surface that is capable of withstanding the load. If necessary, insert load-distributing pads under the unit.
7. Do not move the ladder while standing on it.
8. When setting up the ladder, beware of the risk of collision, e.g. with pedestrians, vehicles or doors. Whenever possible, lock the doors (except emergency exits) and windows in the working area.
9. The ladder must be placed on its feet, not on the rungs or steps.
10. Work involving the use of the ladder must be carried out in such a way that minimises the risk of the user falling or the ladder toppling.
11. When using the ladder outdoors, take safety precautions to protect it against the influence of wind.
12. The ladder should only be used for performing light work over a short period of time.
13. Fatigue while using the ladder is detrimental to safety. Never work for long periods of time on the ladder without taking regular breaks.
14. Only stand on surfaces intended to be stepped on.
15. Do not use the ladder if it is soiled (with e.g. wet paint, dirt, oil or snow).
16. Do not use the ladder outdoors in poor weather conditions, e.g. strong winds.
17. Never move the ladder from the top.
18. Always use non-conducting ladders when you are required to work around electricity.
19. For multi-function ladders, the upper sections may not be used as a single ladder if the ladder length exceeds 3 m (10 rungs).

Commercial use

20. To ensure the ladder is used properly, carry out a risk assessment in accordance with the legal requirements in the country of use.
21. The rules and regulations applicable in the country of use must be observed especially when using the ladder commercially.

4 Markings on the product

Do not remove the safety markings or cover them with adhesive labels or paint.

Depending on the ladder design, not all of the safety markings described below will appear on the ladder.

General markings

- A** Read the instructions in its entirety. Additional information on the ladder is available online.
- B** Falling from the ladder may cause serious injuries.
- C** Never use a damaged ladder. Inspect the ladder for signs of damage upon delivery and before every use.
- D** The maximum load capacity may not be exceeded.
- E** Do not use the ladder on an uneven or unstable surface.
- F** Avoid leaning out of the ladder's sides.
- G** Only one person may be on the ladder at any time.
- H** Always face the ladder when climbing or descending it.
- I** Never use the ladder to bridge a gap.
- J** The ladder should only be used with a horizontal stabiliser installed.
- K** The ladder is suitable for both commercial and household use.
- L** Do not set up the ladder on a soiled surface.
- M** Ensure you grab on to the ladder securely when climbing or descending it.
- N** Avoid work that involves exerting a lateral load on the ladder, e.g. drilling into solid materials to the side of the ladder.
- O** While using the ladder, do not carry heavy or bulky equipment.
- P** Wear appropriate shoes while climbing the ladder.
- Q** Do not use the ladder if you have limited physical ability. Be aware of your health and physical condition. Consumption of medications, alcohol or drugs is detrimental to safety.
- R** Identify all risks posed by electrical equipment in the working area, e.g. high-voltage power lines or other exposed electrical equipment. Do not use the ladder if there are electrical risks.

Using the ladder as a single ladder

- S** The ladder must be set up in a correct position, e.g. the proper ladder angle (65° to 75°).
- T** The treads of the single ladder have to be in a horizontal position.
- U** When using a single ladder to access greater heights, ensure that the ladder extends at least 1 m beyond the resting point and secure the ladder where necessary.
- V** The ladder may only be used in the orientation specified.
- W** Do not lean the ladder against an inappropriate surface.
- X** Never stand on the top three rungs of a single ladder.

Using the ladder as a stepladder

- Y** Do not use a stepladder as a means of crossing over to another surface.
- Z** Only use the ladder when both ladder sections are fully secured against splaying.
- AA** Only use the ladder when the anti-splay mechanism is locked in place.
- AB** Never stand on the top two treads/rungs of a stepladder that does not have a platform and fittings for hands/knees to hold on to.
- AC** Never stand on the top four rungs of a stepladder with an extended upper ladder.

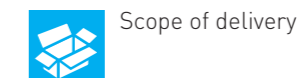
Product-specific markings

- AD** Ensure the locking mechanisms are fully secured before using the ladder.
- AE** Ensure the locking mechanisms are fully secured before using the ladder.
- AF** Never stand on the top four rungs of a multi-function ladder with an extended upper ladder.

If the multi-function ladder is to be used as a stepladder together with the upper ladder, the ladder- and manufacturer-specific instructions must be followed when setting up the ladder.

If the multi-function ladder is suitable for use on staircases, the ladder- and manufacturer-specific instructions must be followed when setting up the ladder.

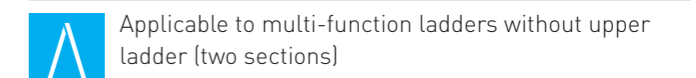
5 Scope of delivery and assembly



See Page II

6 Setup and use

In commercial use, it is recommended to perform an inspection and record it using an inspection plate before using the ladder for the first time (see "Periodic inspections" on page 6).





Applicable to multi-function ladders with upper ladder (three sections)



Converting from stepladder to single ladder



Converting from stepladder to stair-compatible ladder (only applicable to variants with three sections)



Setting up stepladder



Folding up stepladder



Extending stepladder (only applicable to variants with three sections)

See Page II

7 Maintenance and servicing

To ensure safety when using the ladder, we recommend using only original spare parts. Using spare parts from other manufacturers that do not meet the required specifications may void the warranty.

Care and maintenance of the ladder are meant to ensure its proper functioning. The ladder has to be regularly inspected for signs of damage. It is necessary to ensure that moving parts are functioning properly.

Repair work on the ladder has to be carried out by a competent person and in accordance with the manufacturer's instructions.

Cleaning

The ladder should be cleaned immediately after use if it is visibly soiled. This applies especially to all its moving parts. The ladder can be cleaned using water and a little conventional cleaning agent.

Cleaning agents must not be allowed to seep into the soil.

- Dispose of use cleaning solutions in accordance with the relevant environmental regulations.

Lubricating moving parts

- Lubricate all moving parts with conventional lubricating oil. Select a thin-bodied oil when using the ladder in winter.
- Dispose of oil-soaked cleaning rags according to the relevant environmental regulations.

⚠ WARNING

Slippery standing surfaces are a source of fall hazard! Lubricating oil and liquids on standing surfaces can cause personnel to fall and injure themselves.

- Wipe off excess oil.
- Clean off any soiling (e.g. wet paint, snow).

7.1 Commercial use

In commercial use, it is necessary to have the ladder periodically inspected by a competent person to ensure it is in good working order (visual inspection and functional check). It is crucial to define the type, scope and schedule of the necessary inspections. The intervals between inspections depend on the operating conditions, especially the frequency of use, the stress the ladder is subject to during use, and the frequency and severity of previously found defects.

The user must ensure that defective ladders are removed from use and stored in such a way that makes it impossible for them to be used until they are properly repaired or disposed of. The complete inspection sheet can be downloaded from the manufacturer's website.

7.2 Periodic inspections

The ladder must be regularly inspected for operational safety by a competent person. The competent person is to be authorised by the user to perform the required inspection and shall take part in seminars required by law of the country in question.

- The inspection intervals must be appropriate for the specific operating conditions.
- Inspection must be carried out at least once a year.
- The inspection must be documented. Check sheets for inspection of the ladder are available on the ZARGES homepage.
- After the product has passed the inspection, attach the ZARGES inspection plate (Order No. 828384 or 828385) to it. The month and year in which the next inspection is due must be clearly visible.

Defective or incomplete ladders and parts may no longer be used.

Stiles/legs

- Check for deformation, bending, twisting and cracks.
- Check for dents, damage, sharp edges, corrosion, chipping, burrs and signs of wear.
- Check the condition of the attachment points for other parts.
- Check for completeness and secure attachment.

Anti-splay mechanism

- Check for warping, dents, cracks and proper functioning of the fastening elements.

- Check for damage and corrosion.

Fittings, hinges

- Check for damage, cracks, bends and corrosion.
- Check for signs of wear and proper functioning.
- Check for completeness and secure attachment.

Rungs, treads, guide brackets, platform

- Check for deformation and cracks.
- Check for dents, damage, sharp edges, chipping, burrs and signs of wear.
- Check that they are securely attached to the stiles.
- Check for signs of wear and for proper functioning of the locking mechanisms (e.g. locking latch, rung hook).

Ladder feet, castors

- Check for damage and corrosion.
- Check for signs of wear and proper functioning.
- Check for completeness and secure attachment.

Markings

- Check for legibility and damage.

Accessories

- Check for completeness and secure attachment.

Soiling, dirt

- Check for soiling caused by paint, dirt, grease and oil.

8 Transportation and storage

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- Store ladders in such a way that they cannot be damaged (e.g. bent or twisted).
- Protect ladders from the influence of weather and keep them from unauthorised use (e.g. by children) while they are in storage.
- While transporting ladders to or from the place of storage, they should be properly secured to keep them from sliding and prevent impact and accidents.
- Do not throw the ladders during loading and unloading.
- When transporting ladders, properly secure them on a vehicle's roof racks or in its interior.

9 Packaging and disposal

- The packaging presents a risk of suffocation. Dispose of the packaging material properly.
- Dispose of ladders and their parts in accordance with local laws and regulations.

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