



# Podium Steps: Self Closing Gate with Steps

Product Information and Assembly Guide

# Podium Steps: Self Closing Gate with Steps

## Safety Information

### Important

Never use a LEWIS Podium without reading and understanding our Instruction guide. You must follow our instruction guide to ensure your podium is correctly set up.

### Always

Carry out a risk assessment for each task before starting, and ensure the LEWIS Podium is the appropriate equipment for your access needs.

### Safety Checklist

- Check** the structure of the LEWIS Podium is not dented, cracked, corroded, bowed or bent
- Check** all castors are in working order, and the breaks operate
- Check** all anti surf base plates (if applicable) ensuring no damage/dents or corrosion
- Check** the locking elbow mechanism on the back are operating & locking correctly
- Check** the steps and climb bars are in good working condition, with no damages.
- Check** all brace hooks on the podium
- Check** the self-closing gate hinges/springs are operating correctly and are not damaged and free from contaminants
- Check** all welds are not corroded or cracked, ensure they are in good condition

**If you are unable to satisfy this check list, do not use the LEWIS Podium**

### Repairs & Maintenance

- You should not attempt to repair any LEWIS Podiums, without written permission from LEWIS
- Replacement parts are available for purchase
- Should you be in doubt regarding repairs or replacements contact LEWIS.

# Do's and Dont's

## Do's

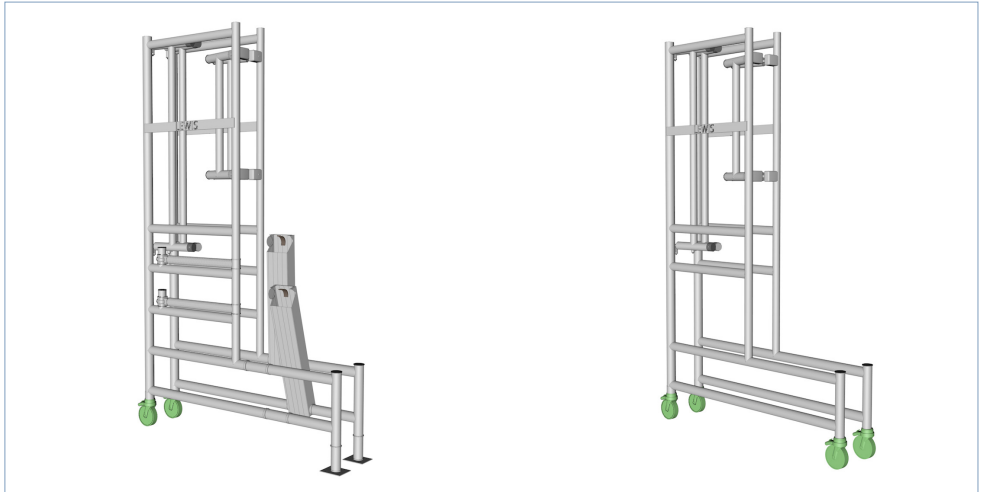
1.  Read the instructions
2.  Inspect before use
3.  Ensure all components are present and correctly fitted before use
4.  Face the access when ascending and descending
5.  Only ascend or descend the Podium using the access provided
6.  Working platform must be level
7.  Ensure all breaks are locked e.g. Caster Wheels
8.  Ensure side protection gate is closed and secure before use

## Dont's

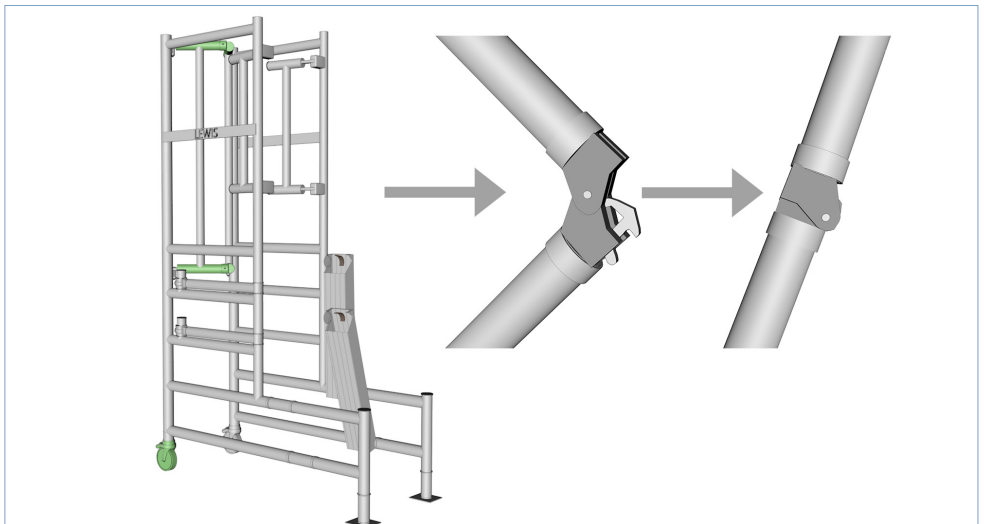
1.  Do not use Damaged Equipment
2.  Never work near power lines or other electrical Equipment
3.  Beware of finger traps
4.  Do not transport product using front legs
5.  Do not overreach
6.  Do not use on loose or slippery surfaces
7.  Do not use on sloping or uneven surfaces
8.  Never stand on the side protection or toe boards, steps or other objects to gain extra height
9.  Never more than one person
10.  Never move when a person is standing on a work platform
11.  Never use as a means of access to another place
12.  Never stand on the access sector to work

## Podium Steps: Self Closing Gate with Steps

1. Whilst the podium is in a close position, ensure the castors are unlocked here. Please see the two images below, which will differ depending on what model has been specified. Either four wheels, or two wheels & two base plates.



2. Open the podium frame, safely place the steps down, whilst you lock the elbows into place – ensure they are locked into position securely



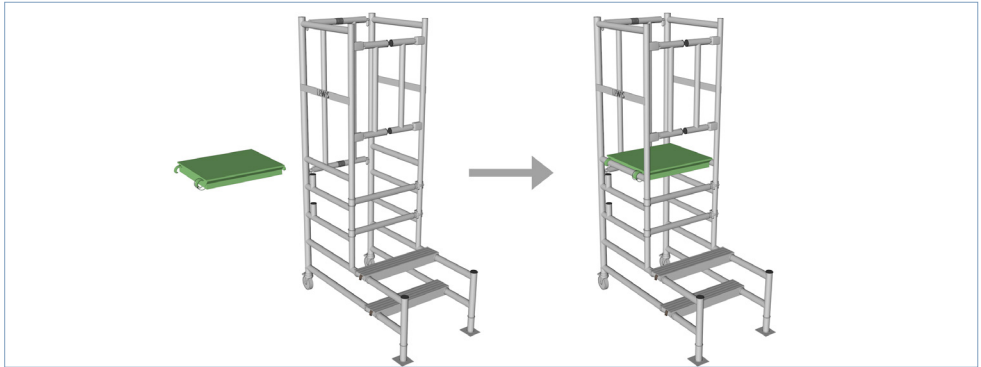
**3. Place the steps securely on to the podium frame. Ensuring they are down and on securely**



**4. Put the ribbed climb bars into place, and ensure the hooks are locked securely.**



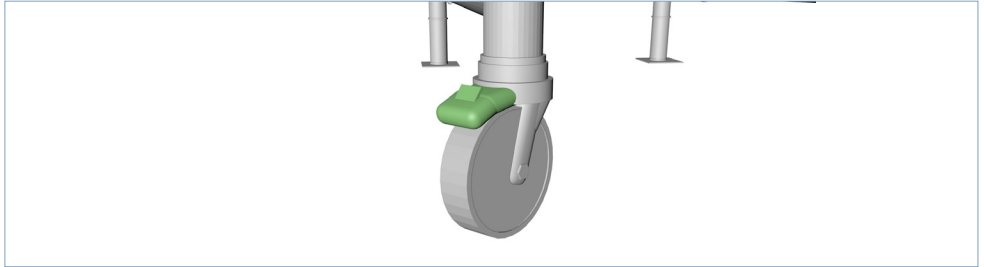
**5. Place the podium platform at the chosen height, and safely lock into place the wind locks**



**5A. If the podium platform is variable, please ensure the correct handrail bar is put in place to ensure that the total height of the handrail is 950mm**



## 6. Lock the castors at a 45 Degree angle



## 7. If your Podium has Stabilisers – Fit the stabilisers at a 45 degree angle. If you are unable to do this, due to the placement of the podium place the stabilisers parallel.



## 8. Follow another safety check, to ensure all components are present, and are fixed into place correctly.

## 9. For 1.75m and 2m platform heights the Stabilisers are fitted as show below.



**LEWIS**  
TOWER SYSTEMS

## Further Information

**For further information and support please contact us on:**

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