

Post Mounted Self-Elevating Sign

Last Issue Date: 04/10/2016		Type Of Service				
Activity		A	B	C	D	E
1	Undertake a visual inspection of the components: (a) Check the condition of the structure for any damage or rust; and (b) Remove the plastic winch cover (sign must be wound down). Check the condition of the cable for any damage, rust, broken wire strands or severe flattening. Note: The cable must be replaced if defective.			Y	Y	
2	With silicon or lanolin spray lubricate the: (a) post; (b) slides (inside the top of the collar); (c) winch at the marked points; and (d) in and around the rollers.			Y	Y	
3	Ensure the cable is running freely on the rollers (generally at top and bottom).			Y	Y	
4	Rotate the cable rollers to ensure there are no grinding noises, no up and down movements and the brass sleeve in the middle stays central.				Y	
5	Safety lever check: (a) Remove the plastic safety latch collar (sign must be wound down). Remove the bolt holding the cable to the lever, push the lever in and let go. The lever must snap back in to place immediately without delay; (b) Check the springs are in good condition and are free of rust; (c) Check the pivot bolt is free of rust and corrosion and is well greased; (d) Connect the cable back to the lever. Do not over-tighten, the cable eye must remain free turning on the lever; and (e) Replace the safety latch collar.				Y	
6	Winch check: (a) Check the cog teeth are well greased and are not worn irregularly, broken or bent; and (b) Wind the sign up and then stop to ensure the handle stops still and does not 'unwind'. Generally, there should be a continual clicking noise while winding.				Y	
7	Check the safety warning labels are in accordance with the user manual.				Y	
8	Check the user manual is with the log book.				Y	
9	Record the results in the log book.				Y	

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For more information please contact the applicable Facilities Management Service Provider.



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Special Comments and Technical Data

C SERVICE 3 MONTHLY (MINIMUM). THIS MAY VARY DEPENDING ON SITE REQUIREMENTS.

D SERVICE ANNUALLY

MAINTENANCE TO BE UNDERTAKEN IN ACCORDANCE WITH AS1418 AND AS2550.

THE SIGN MUST NOT BE USED AND MUST BE WOUND DOWN IF THERE ARE ANY OPERATIONAL CONCERNS OR COMPONENT DEFECTS.

NOTES:

1/ THE SIGN MUST ONLY BE OPERATED BY AN ADULT.

2/ ENSURE NO-ONE IS STANDING UNDER THE SIGN CROSS BEAM WHEN THE WINCH IS BEING OPERATED.

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