Competent persons’ instructions for periodic examination

Important document – retain for future use
Guidance notes

The design of Latchways PRDs allows periodic examination, repairs and recertification to be conducted on site.

Records

All replacement component serial numbers and examination/recertification dates shall be recorded in the ‘Examination log’. The date of next examination label shall be updated and attached to the Latchways PRD.

Safety

All procedures shall be completed in conjunction with local safety rules.

Cleaning, maintenance and storage

If required, the Latchways PRD device may be cleaned using warm water (max 40 °C) and a mild domestic detergent. The device shall be thoroughly rinsed and dried naturally away from direct heat.

Store or transport the Latchways PRD device in a cool, dry, clean environment, away from dust, oil and direct sunlight. During transportation, the device shall be protected to prevent damage or contamination. Examine the Latchways PRD device after long periods of storage prior to returning it to service.

Pre-use checks

The safety of the User relies upon the continued efficiency and durability of the equipment therefore pre-use checks, as detailed in the User instructions, shall be completed before each use.

Periodic examinations

Periodic examinations shall be completed by a person other than the User, competent in the examination of PPE, in accordance with the instructions. The interval will be dictated by the usage (Table 1), local regulations or environmental conditions and will be at least annually starting from the date of first use*.

<table>
<thead>
<tr>
<th>Usage</th>
<th>Interval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infrequent to light</td>
<td>Annually (12 months)</td>
</tr>
<tr>
<td>Moderate to heavy</td>
<td>Semi-annually to annually</td>
</tr>
<tr>
<td></td>
<td>(6-12 months)</td>
</tr>
<tr>
<td>Severe to continuous</td>
<td>Quarterly to semi-annually</td>
</tr>
<tr>
<td></td>
<td>(3-6 months)</td>
</tr>
</tbody>
</table>

Usage shall be determined by a competent person.

Service life

Subject to passing pre-use checks and periodic examinations the Latchways PRD’s service life, based on its textile element, is up to 10 years.

Repairs procedure

The periodic examination and/or condition of the unit will determine which repairs should be undertaken. Repairs shall be completed by a Latchways trained Technician, in accordance with Latchways instructions.

If an issue is identified, the Latchways PRD device has been subject to a fall or any doubt exists as to the suitability of the Latchways PRD device it shall be tagged “unusable” and withdrawn from service. Prior to return to service the manufacturer or Technician shall confirm, in writing, that the Latchways PRD device has passed examination. Latchways PRDs that have arrested a fall or are unable to pass an inspection shall be tagged “unusable” and disposed of.

Symbols

| Symbol | Hand tight | Issue identified | Passes examination |

*Date of first use shall be administratively provable. Where the date of first use is unknown, then the next previous administratively provable date shall be used, e.g. date of purchase or date of manufacture.

1. **User**: a person that has been trained and is competent in the safe use and operation of the Latchways PRD and is also trained and competent in the pre-use checks.

2. **Competent person**: a person, other than the User, competent in the examination of PPE in accordance with Latchways instructions.

3. **Technician**: a person, other then the User, trained by Latchways in the examination, recertification and repair of Latchways PRDs, in accordance with Latchways instructions.

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01 Attachment point
02 Buckle
03 Backpack
04 Red release cord
05 Secondary activation point
06 Toolbag attachment point
07 Harness
08 Strap sliders
09 Release pin
10 Load-line webbing
11 Descent device
12 Latchways PRO label
13 Release cord guide
14 Date of next examination label
15 Green release pin clip
16 Rack
17 Drum
18 Descent line
19 Attachment locking bolt
20 Serial number/date of manufacture
Periodic examination

Attachment point

Examine the Attachment point (a) for signs of stress cracking, corrosion, deformation or excessive wear. Ensure that the descent line is not paid out of the device (b).

- Issued identified
- Proceed to examination 2
Periodic examination

Backpack condition

Examine the Backpack for signs of excessive damage, contamination, abrasion, fraying, tears, burns, mould, discolouration or chemical attack.

Issue identified

Proceed to examination 3
Periodic examination

3 Internal inspection

Remove Descent device (11) from Backpack (03).
Examine the Descent device (11) for signs of deformation, contamination or damage.
Ensure that the Examination label (14) is legible and within its service life.

Note: Where present remove protective foam insert prior to examinations.

Note: Return foam inserts, where present, prior to closing the backpack.

- Issue identified
- Proceed to examination 4

Investigate drum label damage to eliminate misuse.
Periodic examination

**Release cord**

Ensure that the Release cord guide (13) is undamaged.

Inspect the Descent line (10), Load-line webbing (15) and Red release cord (04) for signs of cuts, abrasion, fraying, tears, mould, discoloration, chemical attack or excessive build-up of dirt.

Check the stitching for signs of loosening, pulling or cut thread. Excessive build-up of dirt may prevent the descent line from pulling through the device.

**Release pin**

Ensure that the Release pin (09) is engaged. Ensure that the Red release cord (04) is positioned under the Release pin (09) and that the Load-line webbing (10) is looped around the Release pin (09).

Ensure that the Green release pin clip (15) is present, engaged and undamaged—check for signs of damage, distortion or cracking.
Periodic examination

Rope tension

Examine Descent line 16 for any ‘slack’ between the Drum 17 and Rack 18. Replace the Descent device 11 in the Backpack 03.

Note: The rope is supplied glued in position.
Attachment locking bolt

Unzip the back panel of the Backpack (2) and inspect the Attachment locking bolt (19) for signs of damage, distortion, corrosion or cracking. Ensure that the Attachment locking bolt and grub screw is present and secure.

Issue identified

✓ Proceed to examination 6
Periodic examination

Harness - visual inspection

Ensure product markings are legible and that the harness is within its service life.
Check all webbing for signs of cuts, abrasion, fraying, tears, burns, mould, discolouration or chemical attack.

Note: Harnesses may differ from those illustrated and more than one label may be present.

Harnesses shall be inspected in accordance with the individual manufacturers’ instructions.
7 Periodic examination

Harness - tactile inspection

Twist lightly to check for surface defects or changes in the flexibility of the material. Localised hardening or rough areas may indicate damage or excessive wear.

Issue identified

Proceed to examination 8
Periodic examination

Harness - stitching inspection
Check all stitching for signs of loosening, pulling or cut threads. Both sides of the stitching pattern shall be damage free.

Issue identified

Proceed to examination 9
Periodic examination

Harness - metalwork inspection

Check metal fittings for damage, corrosion, deformation or cracking. Check edges of buckles and D-rings for burring or sharp edges. If any coatings on metallic components have worn, ensure that the underlying metal surface does not show any corrosion.

Issue identified

Proceed to examination 10
10 Periodic examination

Serial numbers

Confirm that the serial number corresponds with the User instructions.

Contact Latchways

Proceed to examination 11
Replace date of next examination label

Proceed to examination 12
Complete periodic examination log

Periodic examination log (within user instructions):
- Date of examination
- Examined by
- Results and comments
- Date of next examination

Contact Latchways for replacement periodic examination log.

Contact a Latchways’ trained Technician if any issues are identified.

Passes examination

For further information contact customerservices@latchways.com
Important document – retain for future use