



**PERSONAL PROTECTIVE EQUIPMENT
INSPECTION PROCEDURE MANUAL**



PERIODIC PPE INSPECTIONS

As there is a possibility of severe or even fatal injuries due to failure of personal protective equipment for work at heights (further referred to as PPE) it is essential to inspect it on a regular basis. Every item of the PPE against falls has its lifetime, determined by the manufacturer and stated in the Instructions for Use of the product. The lifetime of the product may be significantly decreased due to excessive use, dangerous damage to the product or loss of material.

Singing Rock determines lifetime of its products as following:

DATE OF PRODUCTION					
	TILL 31/12/2004	FROM 1/1/2005	FROM 1/1/2008	FROM 1/1/2009	FROM 1/1/2015
Harnesses	5x /10xx yrs.	10xx yrs.	10xx yrs.	10x/12xx yrs.	10x/15xx yrs.
Textile PPE	5x /10xx yrs.	5x /10xx yrs.	10xx yrs.	10x/12xx yrs.	10x/15xx yrs.
Ropes	5x /10xx yrs.	5x /10xx yrs.	10xx yrs.	10x/12xx yrs.	10x/15xx yrs.
Metal PPE	10xx yrs.	10xx yrs.	limited functionality (damage or detrition)		

x from the date of first use
xx from the date of production providing all conditions of storage according to the instructions of use

LIFETIME OF HELMETS		
	MODEL	LIFETIME
Singing Rock	Flash, Kappa	10xx years
Kask	Plasma	10xx years

xx from the date of production providing all conditions of storage according to the instructions of use



According to the EN 365 standard, a periodic inspection of all the PPE items must be carried out once in 12 months. Depending on the Instructions for Use this inspection must be carried out either by a competent person (for the simple PPE) or a person authorised by the manufacturer (for more complex PPE, such as retractable fall arresters). A responsible person can set up more frequent inspections in case of frequently used PPE or the PPE used by more than one person (for example once in every 3 months, once in 6 months, etc.)

As these periodical inspections may not be enough, all the PPE users are obliged to constantly check the condition of their PPE before and during its use, depending on their level of experience, and to retire the damaged equipment immediately.

There must be a written record of the periodical PPE inspection according to the EN 365 standard. The record serves as a basis for checking the condition of the PPE in case of an accident or inspection by an administrative authority.

RECOMMENDED EQUIPMENT FOR PERIODIC PPE INSPECTIONS

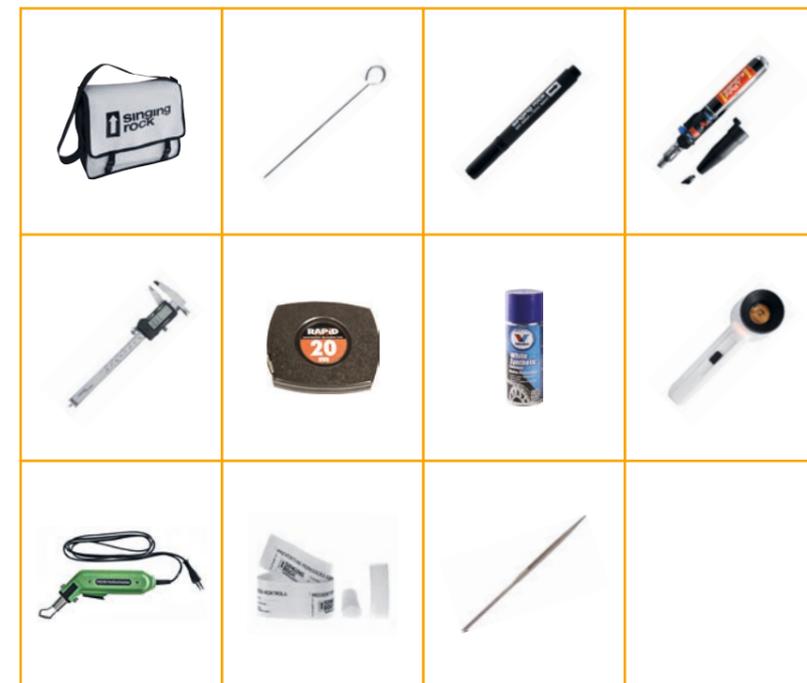
In order to make the inspections easier and more effective Singing Rock offers a special set of equipment for the PPE inspection technicians. The inspection kit contains an electric thermocutter, a marker for the textile PPE, labels and other necessary tools.



PPE INSPECTION SET

M000XSET
equipment for checking of PPE

- X1023 Monty bag
- X0013XX02 Wire (diameter 2 mm)
- X0015XX00 Marker of textile PPE
- X0016XX00 Gas Hot Knife
- X0017XX00 Sliding Gauge
- X0018XX00 Measuring Tape
- X0019X400 Silicon Based Lubricant
- X0020XX00 Illuminated magnifier
- X0004GB00 Thermocutter
- L9991WB Periodic control labels + plastic films (price per package)
- E0014XX00 File



PAPERTRAIL – FOR SMARTER PPE MANAGEMENT

Papertrail was created out of the need to find an easier way to manage the records and prove compliance with standards for inspections and audits.

The record of any item with a serial number, barcode or RFID tag can be tracked and the data is securely stored in the cloud, from where it can be made available to internal teams or customers, as needed. In order to register a product, you need to create a new record with a unique number and corresponding product information, set the inspection frequency and enter the instructions for inspection. The system then tracks all changes throughout the lifetime of the product and sends automated reminders about upcoming inspections. Singing Rock have uploaded thousands of products with detailed information to the cloud and update this database on regular basis. For these products the registration in the Papertrail system is quick and easy.

Many of the industry leaders, from small to large enterprises or public sector organisations, already found out that use of Papertrail had helped them to administer the inspections more effectively and to optimise compliance with standards, which increased efficiency of their business or operations.

If you wish to improve your PPE management system, download the Singing Rock application, create your Papertrail account and simply administer your PPE.



INSPECTION PROCEDURES

The following procedures function as instructions for the competent persons how to carry out the individual product inspections and how to keep record of these inspections. Prior to the inspection you should ask the user of the equipment to provide you with the Instructions for Use of the equipment (this is particularly important with unknown products), registration sheet and the records of the previous periodic inspections. The user of the PPE should hand over clean and complete PPE which have been stored as recommended by the manufacturer. Apart from being a part of this manual the inspection procedures, individual inspection protocols and registration sheets are also available to download on our website: <http://www.singingrock.com/inspection-ppe>. If you do not know how to carry out the inspection or you are uncertain about your decision, you can contact our team of professional Polygon trainers who will be happy to help you.

USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
- in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
- the unique production number is indicated on the label in the xxx/xxxxxx/xx/xx format; for the harnesses with removable parts there are also other unique production numbers on the shoulder straps and on the chest/seat harness connector, as both these components are fully removable, it is necessary to record their unique production numbers, as well
- date of manufacture is a part of the unique production number which consists of the last four digits XXX/XXXXXX/XX/XX, the first two of these represent the month and the following two digits represent the year of manufacture, for example the harness with 04/17 as the last four digits of the unique production number was manufactured in April 2017)

VISUAL AND TACTILE INSPECTION OF THE SAFETY STITCHING AND STRAPS:
- it is necessary to inspect both front and reverse side of the safety stitching (the thread used for safety stitching has a different colour than the thread used for webbing), and both sides of the strength straps over their entire surface, including the poorly accessible areas such as those hidden under the buckles etc. If necessary the harness may be washed in lukewarm water (max. 30°C) with soap, without detergents

CHECKING THE SAFETY STITCHING
- see the Periodic PPE Inspection Procedure of the slings

CHECKING THE STRAPS
- see the Periodic PPE Inspection Procedure of the slings + check the original terminations of the strength straps, a damaged termination is a reason to retire the harness; the whole surface must be checked, including the poorly accessible areas

CHECKING THE NON-STRENGTH TEXTILE COMPONENTS
- damage or absence of the non-strength stitching and other parts such as the the waist padding etc. is not a reason to retire the harness, unless it causes a significant discomfort to the user

CHECKING THE NON-REMOVABLE METAL COMPONENTS
- see the Periodic PPE Inspection Procedure of the connectors; it is necessary to check the entire surface, including the poorly accessible areas

CHECKING THE CHEST/SEAT HARNESS CONNECTOR (if there is any)
- see the Periodic PPE Inspection Procedure of the connectors; the connector must be completely removed and carefully inspected

FUNCTION CHECK
- some sections apply to certain models of harnesses only
FUNCTION OF THE SPEED BUCKLES
- the buckles must close completely and easily and it must only be possible to open them in the prescribed manner, without much effort

FUNCTION OF THE ADJUSTMENT BUCKLES AND THEIR PROPER THREADING
- the adjustment buckles must operate properly in both directions – tightening and loosening the strap; if the buckles are threaded properly, they do not twist after fastening

VERDICT:
IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.
THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.
PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

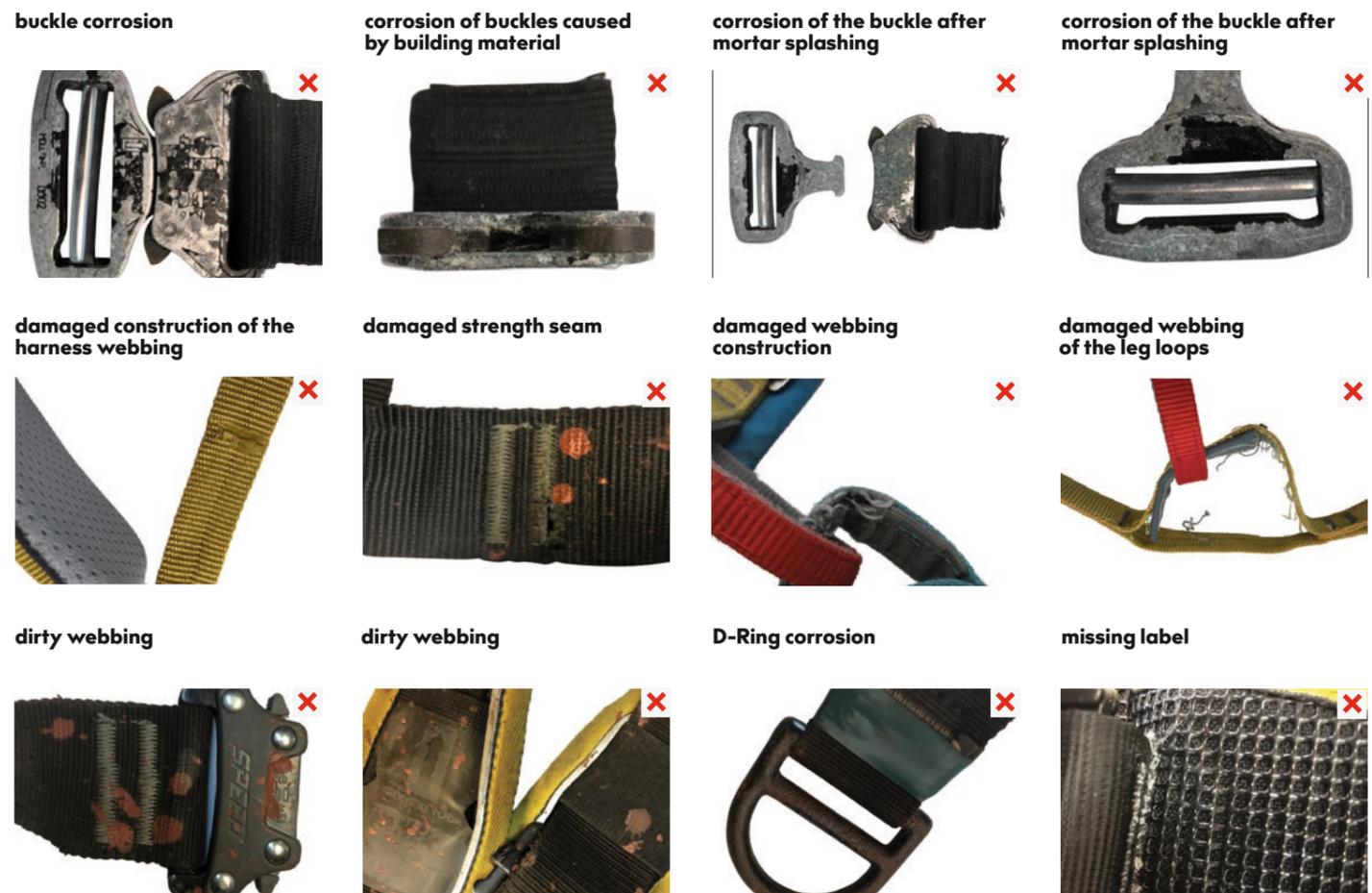
INSPECTED BY:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____





USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY:

MANUFACTURER: _____

TYPE (MODEL): _____

UNIQUE PRODUCTION NUMBER: _____

DATE OF MANUFACTURE: _____ DATE OF PURCHASE, DATE OF THE FIRST USE: _____

VISUAL AND TACTILE INSPECTION OF THE SAFETY STITCHING AND STRAPS:

	✔ FIT FOR USE	✘ RETIRE	T SEE THE NOTES
CHECKING THE SAFETY STITCHING	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CHECKING THE STRAPS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CHECKING THE NON-STRENGTH TEXTILE COMPONENTS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CHECKING THE NON-REMOVABLE METAL COMPONENTS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CHECKING THE CHEST/SEAT HARNESS CONNECTOR (if there is any)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

FUNCTION CHECK:

FUNCTION OF THE SPEED BUCKLES	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTION OF THE ADJUSTMENT BUCKLES AND THEIR PROPER THREADING	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VERDICT:

IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

DATE AND TIME OF THE INSPECTION: _____ INSPECTED BY: _____

DATE OF THE NEXT INSPECTION: _____

CONTACT:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____

USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
- in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
- the older types of ropes do not have a unique production number at all, the newer ropes are marked with the batch number and the date of manufacture: xxxxxx – xx/xx. However, this is not a unique production number, i.e. there may occur more than one rope with exactly the same number. Therefore, in both cases it is necessary to create a new unique number

- for the newer types of ropes the date of manufacture is a part of the batch number, which consists of the last four digits - the first two digits represent the month and the following two digits represent the year of manufacture - for example the rope with 04/17 as the last four digits of the batch number was manufactured in April 2017. For all the low stretch ropes EN 1891 a tape is inserted inside the rope with the year of manufacture and other information written on each 10 cm of the tape, thus the information can be obtained by cutting off a piece of the rope. After cutting the rope it is always necessary to mark the end of the rope again with information about the new length and to enter this into the protocol. For the dynamic ropes the year of manufacture can be identified in similar way; there is a control yarn of a different colour inside, marked with the year of manufacture as provided by the manufacturer.)

VISUAL AND TACTILE INSPECTION OF THE SHEATH:
- it is necessary to inspect the rope over its full length and from all sides; if necessary, the rope may be washed in lukewarm water (max. 30°C) with pH-neutral soap, without detergents. If the damage to the rope is local, it is possible to divide and remeasure the rope and mark it with new length

CHEMICAL DAMAGE
- the local colour change may indicate chemical damage which reduces the strength of the rope; the rope must be retired

GLOSSY SURFACE
- the glossy effect on the surface of the rope, which may be characterised as a burn, is a result of the high temperature impact which reduces the strength of the rope and is a reason to retire the rope or lanyard

SHEATH DAMAGE:
- the fundamental characteristics of the safe sheath is that no single yarn is broken

FUZZINESS OF THE SHEATH
- the single filaments of the yarn may be damaged to a certain extent (the rope looks fuzzy), however, none of the yarns can be completely broken and the fuzziness of the rope must not influence the characteristics and strength of the rope

VISUAL AND TACTILE INSPECTION OF THE CORE:
- the rope must be inspected over the full length and from all sides, if the damage to the rope is local the rope can be cut, remeasured and marked again

FLATTENING OF THE ROPE, CHANGES OF DIAMETER
- if the rope flattens permanently, its diameter being an oval instead of a circle and the rope feels soft, the strength of the rope is reduced and the rope must be retired, if the sheath slipped and as a consequence the rope's diameter increased, the qualities of the rope changed and it is a reason to retire the rope

HARD SPOTS UNDER THE SHEATH
- a hard spot under the sheath may indicate a local damage or knotting of one or more cores, or presence of an external object in the rope's inner structure. This reduces the strength of the rope and is a reason to retire the rope

INSPECTION OF THE CORE'S INTEGRITY
- is carried out as follows: make the rope's end into the shape of the letter "omega" and continuously pass this shape along the whole length of the rope. If the rope makes an "A" shape during this process (i.e. the rope makes a sharp angle at any point), it means that the rope core is damaged. This reduces the strength of the rope and is a reason to retire the rope

CHECKING THE ROPE'S ENDS
(the rope core must be connected to the sheath around its entire circumference, without any interruption; the rope must be marked on both ends; for the ropes with sewn terminations it is also necessary to check the safety stitching according to the instructions for inspection of slings – check the stitches and the plastic sheaths, if there are any

VISUAL AND TACTILE INSPECTION OF THE NON-REMOVABLE COMPONENTS (IF THESE ARE PART OF THE ROPE)
- please follow the PPE Inspection Procedures of the individual components

VERDICT:
IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.

THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.
PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

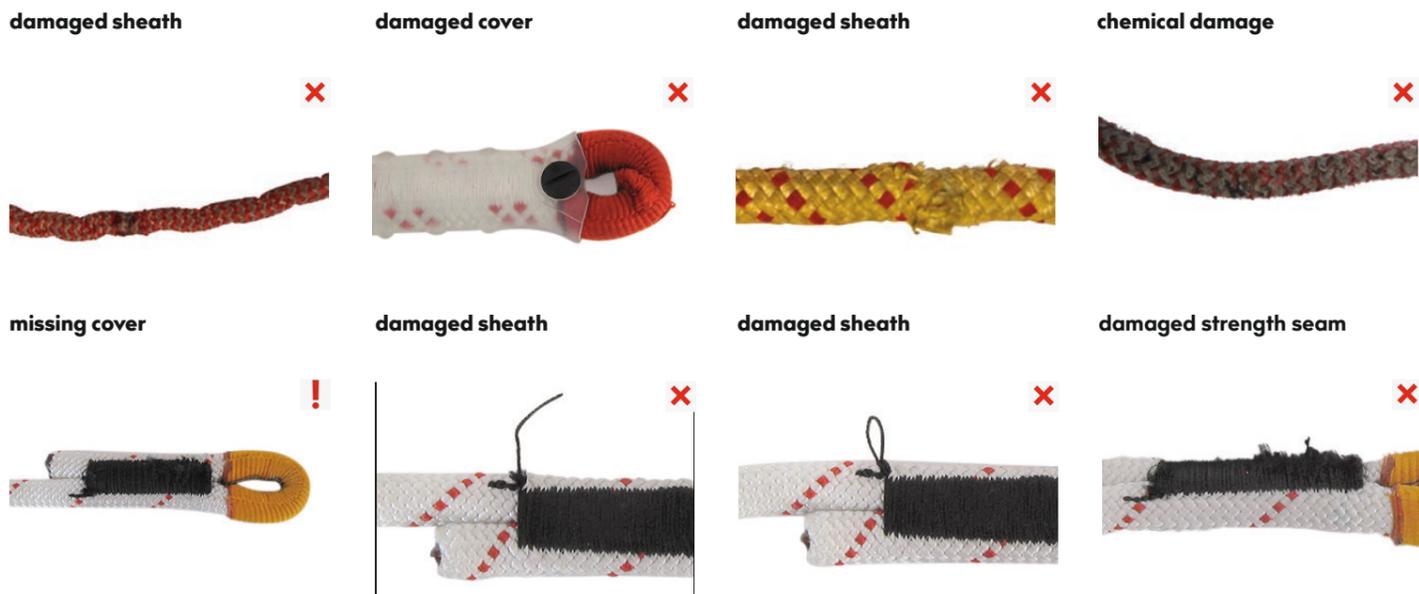
INSPECTED BY:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____



USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY:

MANUFACTURER: _____

TYPE (MODEL): _____

UNIQUE PRODUCTION NUMBER: _____

DATE OF MANUFACTURE: _____ DATE OF PURCHASE, DATE OF THE FIRST USE: _____

VISUAL AND TACTILE INSPECTION OF THE SHEATH:	✔	✘	T
	FIT FOR USE	RETIRE	SEE THE NOTES
CHEMICAL DAMAGE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
GLOSSY SURFACE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SHEATH DAMAGE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUZZINESS OF THE SHEATH	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
VISUAL AND TACTILE INSPECTION OF THE CORE:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FLATTENING OF THE ROPE, CHANGES OF DIAMETER	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
HARD SPOTS UNDER THE SHEATH	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
INSPECTION OF THE CORE'S INTEGRITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CHECKING THE ROPE'S ENDS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
VISUAL AND TACTILE INSPECTION OF THE NON-REMOVABLE COMPONENTS (IF THESE ARE PART OF THE ROPE):	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VERDICT:

IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

DATE AND TIME OF THE INSPECTION: _____ INSPECTED BY: _____

DATE OF THE NEXT INSPECTION: _____

CONTACT:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____

USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
- in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
- unique production number is stated on the label in the xxx/xxxxxxx/xx/xx format
- date of manufacture is a part of the unique production number and consists of its last four digits XXX/XXXXXX/XX/XX - the first two of these digits represent the month and the following two digits represent the year of manufacture, for example the sling with 04/17 as the last four digits of the unique production number was manufactured in April 2017

VISUAL AND TACTILE INSPECTION OF THE SAFETY STITCHING
- it is necessary to inspect both front and reverse side of the safety stitching. If necessary, the textile PPE can be washed in lukewarm water (max. 30°C) with soap, without detergents

CHEMICAL DAMAGE
- a local change of colour of the safety stitching may indicate chemical damage which reduces the strength, the sling must be retired

GLOSSY SURFACE
- the glossy effect on the surface of the stitching, which may be characterised as a burn, is a result of the high temperature impact on the sling. This reduces the strength and is a reason to retire the sling

BROKEN THREAD
- if any of the stitches (thread) is broken, it is a reason to retire the sling from use; this does not apply to the stitches that are cut and heat-sealed during the manufacturing process

FUZZINESS OF THE STITCHING
- the stitching may be fuzzy to a certain extent, however, none of the three yarns in the thread can be completely cut

UNDONE STITCH
- the loose end of the thread must have a heat-sealed flat surface and cannot be longer than 2 mm. If it is longer than 2 mm but shorter than 8mm, the inspector may heat-seal the end of the thread to the length of 2 mm. If the loose end of the thread is longer than 8 mm it is a reason to retire the sling. Compared with a new sling of the same type, the seam must not be more than one stitch shorter than the seam of the new product

LOOSE STITCH
- if it is possible to place a \varnothing 2 mm wire with rounded end under the stitch, it is a reason to retire the sling

VISUAL AND TACTILE INSPECTION OF THE STRAPS
- the strap must be inspected over its entire surface and from both sides, including the poorly accessible areas; if necessary the textile PPE can be washed in lukewarm water (max. 40°C) with soap, without detergents

CHEMICAL DAMAGE
- a local change of colour may indicate chemical damage which reduces the sling's strength, the sling must be retired from use

GLOSSY SURFACE
- the glossy effect on the surface of the straps, which may be characterised as a burn, is a result of the high temperature impact on the sling. This reduces the strength and is a reason to retire the sling

BROKEN OR WORN FIBERS
- none of the fibers on the surface of the textile PPE can be broken, cut or worn – this is a reason to retire the sling

FUZZINESS OF THE STRAP
- if the single filaments of the fiber are damaged (the strap is rough or fuzzy) but the strap as a whole is unaffected and keeps its integrity, the strap can still be used; this must be written in the Notes

VISUAL AND TACTILE INSPECTION OF THE METAL COMPONENTS (IF THESE ARE PART OF THE SLING):
- it is recommended to compare with a new product of the same type or with the images in the catalogue, the images on the manufacturer's website etc.

COMPLETENESS, ORIGINAL SHAPE
- any deformation or absence of an original part is a reason to retire the sling

WEAR, LOSS OF MATERIAL
- the loss of material greater than 10% of the original state in any part of the metal component is a reason to retire it

NICKS, CRACKS, SHARP EDGES
- the whole surface must be smooth; it may be smoothed with a smooth file however, the total loss of material cannot be greater than 10%

CORROSION, OXIDATION
the corrosion on the surface is acceptable, however, the deep corrosion, such as the one which stains textile, is unacceptable

VERDICT:
IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.
THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.
PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

INSPECTED BY:

name: _____

address: _____

mobile phone: _____

email: _____

signature: _____





USER: _____
 CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY:

MANUFACTURER: _____
 TYPE (MODEL): _____
 UNIQUE PRODUCTION NUMBER: _____
 DATE OF MANUFACTURE: _____ DATE OF PURCHASE, DATE OF THE FIRST USE: _____

VISUAL AND TACTILE INSPECTION OF THE SAFETY STITCHING:

	✔ FIT FOR USE	✘ RETIRE	T SEE THE NOTES
CHEMICAL DAMAGE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
GLOSSY SURFACE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
BROKEN THREAD	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUZZINESS OF THE STITCHING	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
UNDONE STITCH	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LOOSE STITCH	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VISUAL AND TACTILE INSPECTION OF THE STRAPS:

CHEMICAL DAMAGE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
GLOSSY SURFACE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
BROKEN OR WORN FIBERS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUZZINESS OF THE STRAP	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VISUAL AND TACTILE INSPECTION OF THE METAL COMPONENTS (IF THESE ARE PART OF THE SLING):

COMPLETENESS, ORIGINAL SHAPE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
WEAR, LOSS OF MATERIAL	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
NICKS, CRACKS, SHARP EDGES	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CORROSION, OXIDATION	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VERDICT:

IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

DATE AND TIME OF THE INSPECTION: _____ INSPECTED BY: _____

DATE OF THE NEXT INSPECTION: _____

CONTACT:

name: _____
 address: _____
 mobile phone: _____
 email: _____ signature: _____

USER: _____
 CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
 - in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
 - the unique production number is stated on the label in the xxx/xxxxxx/xx/xx format; the label is attached directly to the strap of the fall absorber, do not confuse with the label on the pouch; if other components with their own unique production numbers are a non-removable part of the fall absorber, their unique production numbers do not have to be recorded.
 - date of manufacture is a part of the unique production number and consists of the last four digits XXX/XXXXXX/XX/XX, the first two digits represent the month and the following two digits represent the year of manufacture, for example the sling having 04/17 as the last four digits of the unique production number was manufactured in April 2017)

2) VISUAL AND TACTILE INSPECTION OF THE FALL ABSORBER:

- for the Reactor 2 and Reactor 3 fall absorbers it is necessary to open the pouch and check the whole surface of the strap and stitching inside the pouch, as well

CHECKING THE SAFETY STITCHING
 - see the Periodic PPE Inspection Procedure of the slings

CHECKING THE STRAPS
 - see the Periodic PPE Inspection Procedure of the slings

CHECKING THE NON-REMOVABLE TEXTILE COMPONENTS
 - see the Periodic PPE Inspection Procedure of the slings or ropes and lanyards, depending on type of the arms of textile fall absorber

CHECKING THE NON-REMOVABLE CONNECTORS AND METAL COMPONENTS
 - see the Periodic PPE Inspection Procedure of the connectors

FALL ABSORPTION FUNCTION CHECK:

- if the fall absorber was engaged in fall arrest and the fall absorption process started – either to the full extent or even slightly, it is a reason to retire the fall absorber from use immediately

THE "REACTOR" FALL ABSORBER
 - the strap must not be pulled out of the pouch and the safety stitching, which enables the beginning of the fall absorption process by ripping under the load greater than 2 kN, must be undamaged, in the original state and without any undone stitches

THE "JOULE" FALL ABSORBER
 - if the fall absorber is 5 or more centimeters longer than the stated original length, it indicates that it has been exposed to force greater than 2 kN and the fall absorption process was initiated. It is necessary to retire the fall absorber from use

VERDICT:

IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.

THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.

PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

INSPECTED BY:

name: _____
 address: _____
 mobile phone: _____
 email: _____ signature: _____

USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
- in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
- for light alloy connectors the unique production number is laser marked on the side of the carabiner, for steel connectors it is laser marked on the lock and for K3550, K3536, K3702 and K3690 it is laser marked on the side of the connector; Caution: do not mistake the unique production number for the date of manufacture
- date of manufacture is stamped on the spine of the connector in the XXXX format – the first two digits represent the month of manufacture and the second two digits represent the year of manufacture, for example the connector with the number 0417 was manufactured in April 2017. For K3550, K3536, K3702 and K3690 it is stamped on the side of the connector

VISUAL AND TACTILE INSPECTION - body, gate, nose, rivet, lock:
- it is recommended to compare the connector with a new product of the same type or with the images in the catalogue, the images on the manufacturer's website etc.

COMPLETENESS, THE ORIGINAL SHAPE
- any deformation or absence of an original part is a reason to retire the connector; absence of the removable bar is acceptable

WEAR, LOSS OF MATERIAL
- the loss of material greater than 10% of the original state of the product in any part of the connector is a reason to retire the connector

NICKS, CRACKS, SHARP EDGES
- the whole surface must be smooth, without any sharp spots that could damage the textile PPE; the sharp spots may be smoothed with a smooth file (see the inspection set), however, the total loss of material cannot be greater than 10%

CORROSION, OXIDATION:
- the corrosion on the surface is acceptable; however, the deep corrosion, for example if it stains the textile, is unacceptable

FUNCTION CHECK OF THE GATE AND LOCK:
- If necessary, the gate and lock can be cleaned and slightly lubricated with silicone-based oil, please note that the oil must be wiped properly so that it does not come into contact with textile

THE GATE AND NOSE ALIGNMENT
- the gate must always easily and fully align to the nose of the connector; if the gate and nose do not align properly, the connector must be retired

FUNCTION OF THE SPRING AND THE RIVET
- the gate must open easily over the entire width of the connector and after being released at any point, it must fully return to the initial position

FUNCTION OF THE AUTOMATIC LOCKING
- the lock must open easily, after releasing the gate from any point it must fully return into the initial position and the lock must fully close; the test must be carried out at least from three different positions: maximum opening, medium opening and minimum opening

FUNCTION OF THE SCREW LOCK
- the lock must fully open and close easily, stripped thread is a reason to retire the connector

VERDICT:
IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.
THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.
PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

INSPECTED BY:

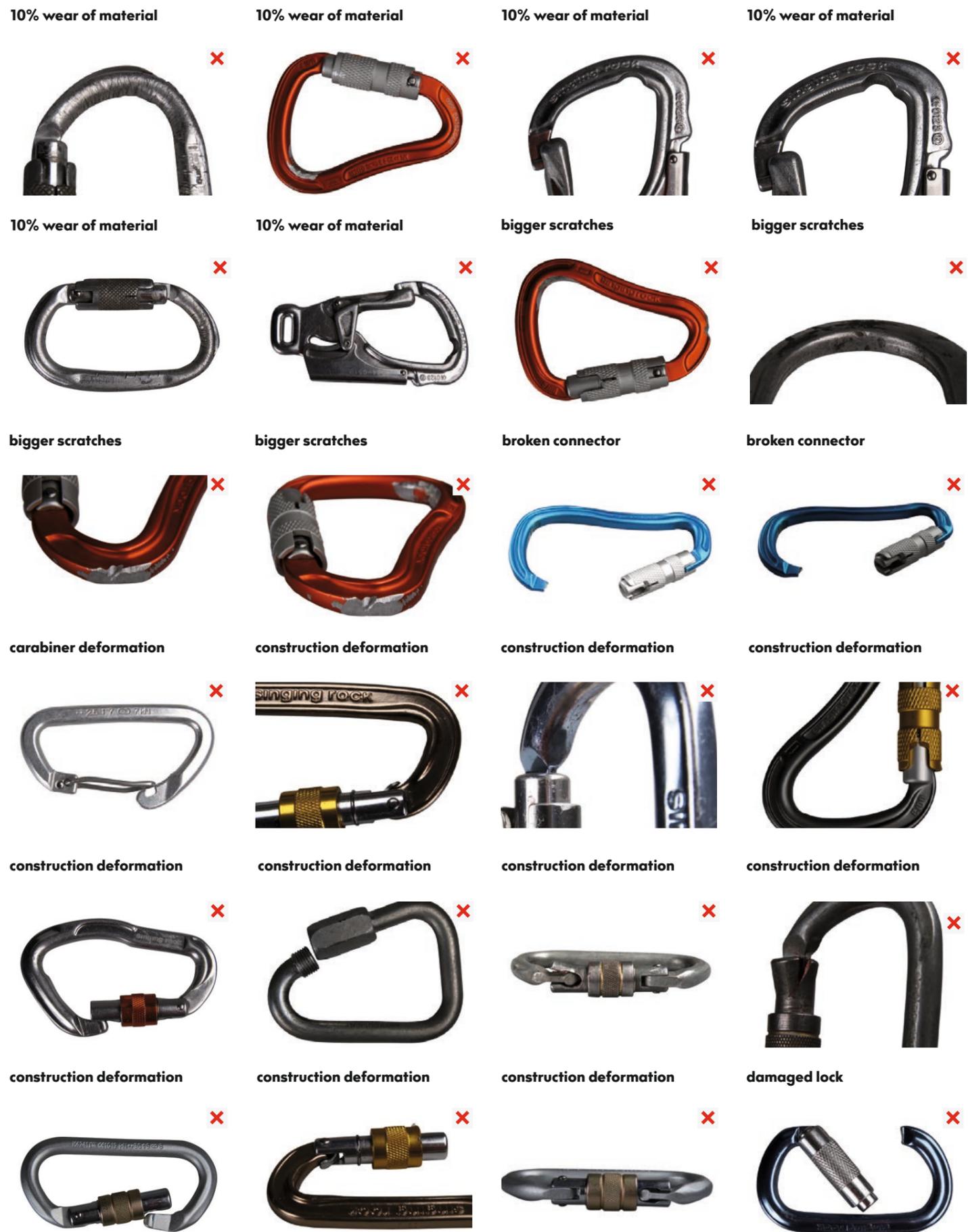
name: _____

address: _____

mobile phone: _____

email: _____

signature: _____





damaged lock



damaged locking mechanism



damaged locking mechanism



colouring of material



change of the construction



change of the construction



chemical damage



lock failure and damaged part



lock failure



material contraction



missing part



broken swinging hinge



sticker - service



smaller scratches - service



smaller scratches - service



smaller scratches - service



smaller scratches - service



smaller scratches - service



USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY:

MANUFACTURER: _____

TYPE (MODEL): _____

UNIQUE PRODUCTION NUMBER: _____

DATE OF MANUFACTURE: _____

DATE OF PURCHASE, DATE OF THE FIRST USE: _____

VISUAL AND TACTILE INSPECTION - body, gate, nose, rivet, lock:

	✔ FIT FOR USE	✘ RETIRE	T SEE THE NOTES
COMPLETENESS, THE ORIGINAL SHAPE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
WEAR, LOSS OF MATERIAL	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
NICKS, CRACKS, SHARP EDGES	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CORROSION, OXIDATION	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTION CHECK OF THE GATE AND LOCK:			
THE GATE AND NOSE ALIGNMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTION OF THE SPRING AND THE RIVET	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTION OF THE AUTOMATIC LOCKING	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTION OF THE SCREW LOCK	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
VERDICT:	<input type="radio"/>	<input type="radio"/>	

IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

DATE AND TIME OF THE INSPECTION: _____

INSPECTED BY: _____

DATE OF THE NEXT INSPECTION: _____

CONTACT:

name: _____

address: _____

mobile phone: _____

email: _____

signature: _____

USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
 - in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
 - the unique production number is laser marked on the body of the ascender in different formats, such as XXXX-XX-XX or XXXX-XXXX-XXX-XX.
 - the date of manufacture is a part of the unique production number. For the older types of ascenders it consists of the last four digits: XXXX-XX-XX of the unique production number – the first two digits represent the week of the year and the next two digits represent the year of manufacture, so for example the ascender with the number 04-17 at the end of the unique production number was manufactured in the 4th week of 2017. For ascenders, produced starting from April 2018, the unique production number is in the XXXX-XXXX-XXXX format, the group of the four digits at the end of the unique production number represents the month (two first digits) and the year of manufacture (last two digits) accordingly.

VISUAL AND TACTILE INSPECTION - body, cam, rivet:
 - it is recommended to compare the ascender with a new product of the same type or with the images in the catalogue, the images on the manufacturer's website etc.

COMPLETENESS, THE ORIGINAL SHAPE
 - any deformation or absence of an original part, such as a missing tooth on the cam, is a reason to retire the ascender

WEAR, LOSS OF MATERIAL
 - the loss of material greater than 10% of the original state in any part of the ascender is a reason to retire

NICKS, CRACKS, SHARP EDGES
 - the whole surface must be smooth, without any sharp spots which could damage the textile PPE (this does not apply to the teeth on the cam), the sharp spots may be smoothed with a smooth file, however, the total loss of material cannot be greater than 10%

CORROSION, OXIDATION:
 - the corrosion on the surface is acceptable; however, the deep corrosion, for example if it stains the textile, is unacceptable

FUNCTION CHECK:
 - if necessary, the locking mechanism can be cleaned and slightly lubricated with silicone-based oil, please note that the oil must be wiped properly so that it does not come in contact with textile

FUNCTION OF THE CAM AND THE RETURN SPRING
 - the cam must easily open to its full extent and after being released it must fully return

FUNCTION OF THE CATCH RETURN SPRING
 - without using the safety catch the cam must not stay open

FUNCTION OF THE SAFETY CATCH OPENING THE CAM
 - the safety catch must open easily and after being released at the edge position it must be able to hold the cam open

FUNCTIONING OF THE ASCENDER ON ROPE
 - the ascender must smoothly slide on the rope in one direction and must block instantly in the opposite direction

VERDICT:
 IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.
 THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.
 PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

INSPECTED BY:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____





USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY:

MANUFACTURER: _____

TYPE (MODEL): _____

UNIQUE PRODUCTION NUMBER: _____

DATE OF MANUFACTURE: _____ DATE OF PURCHASE, DATE OF THE FIRST USE: _____

VISUAL AND TACTILE INSPECTION - body, cam, rivet:

	✔ FIT FOR USE	✘ RETIRE	T SEE THE NOTES
COMPLETENESS, ORIGINAL SHAPE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
WEAR, LOSS OF MATERIAL	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
NICKS, CRACKS, SHARP EDGES	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CORROSION, OXIDATION	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

FUNCTION CHECK:

FUNCTION OF THE CAM AND THE RETURN SPRING	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTION OF THE CATCH RETURN SPRING	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTION OF THE SAFETY CATCH OPENING THE CAM	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FUNCTIONING OF THE ASCENDER ON ROPE	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VERDICT:

IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

DATE AND TIME OF THE INSPECTION: _____ INSPECTED BY: _____

DATE OF THE NEXT INSPECTION: _____

CONTACT:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____

USER: _____

CONTROL NUMBER OF PPE: _____

IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
- in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
- the unique production number is laser marked on the body of the descender in the XXXX/XXXX format for Sir, XXXX-XXX for Double Stop Plus, and XXXXXXXX XX XXXX for Indy Evo
- date of manufacture is a part of the unique production number. For the Sir descenders it consists of its last four digits : XXXX/XXXX, the first two digits represent the month and the following two digits represent the year of manufacture, i.e. the descender with 0417 as the last four digits of the unique production number was manufactured in April 2017. For the Double Stop descenders the date of manufacture consists of the first four digits of the unique production number, the first two of these digits represent the week of the year and the second two digits represent the year of manufacture, i.e. the descender with 0417 as the first four digits of the unique production number was manufactured in the 4th week of 2017. For the Indy Evo descenders the two digits in the middle of the unique production number represent the year of manufacture, i.e. the descender with "17" in the middle of the unique production number was manufactured in 2017.)

VISUAL AND TACTILE INSPECTION - body, axle, rivet, brake handle:

- it is recommended to compare the descender with a new product of the same type or with the images in the catalogue, on the manufacturer's website etc.

COMPLETENESS, THE ORIGINAL SHAPE
- any deformation or absence of an original part is a reason to retire the descender; special attention must be given to the shape of the side plates compared with the original state

WEAR, LOSS OF MATERIAL
- the loss of material greater than 10% of the original state in any part of the descender is a reason to retire it (in the case of Kong INDY EVO it is max. 5%), special attention must be given to the spots where there is a friction between the descender and the rope

NICKS, CRACKS, SHARP EDGES
- the whole surface must be smooth, without any sharp spots which could damage the textile PPE, the sharp spots may be smoothed with a smooth file, however, the total loss of material cannot be greater than 10%

CORROSION, OXIDATION:
- the corrosion on the surface is acceptable; however, the deep corrosion, for example if it stains the textile, is unacceptable

FUNCTION CHECK:

- if necessary, the locking mechanism can be cleaned and slightly lubricated with silicone-based oil, please note that the oil must be wiped properly so that it does not come in contact with textile

FUNCTION OF THE MOVING SIDE PLATE AND ITS SAFETY GATE (SIR, INDY EVO)
- after pressing the safety gate the moving side plate must rotate easily to the edge position and back, after the moving side plate gets back to its initial position, the safety gate must lock automatically (only the SIR descenders have a safety gate, the INDY EVO descenders do not have it) and the moving side plate must align with the opposite side plate

FUNCTION OF THE BRAKE HANDLE SPRING (SIR, DOUBLE STOP)
- the brake handle must move easily and all the handle positions must be accessible. After being released from any position the handle must spontaneously return to the initial position

FUNCTIONING OF THE DESCENDER ON ROPE
- the descender must be tested with full load applied. It must not slip on the rope, the descending mechanism and anti-panic system must operate properly, for the SIR devices the work positioning function must be checked as well

VERDICT:

IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.

THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.

PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

INSPECTED BY:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____

USER: _____

CONTROL NUMBER OF PPE: _____

1) IDENTIFICATION OF THE PPE AND THE PRODUCT HISTORY: Before the inspection all the elements that are not part of the PPE must be removed and the PPE must be clean and free of any obstacles that could hinder the inspection of the whole surface. The user must provide all the information about any circumstances which could have an impact on the state of the PPE, such as a fall of the metal objects from height on a hard surface, exposure to extreme temperatures, fall arrest etc. These events may be a reason to retire the PPE. The qualified person who is in charge of the inspection holds no responsibility if the information about the history of the PPE provided by the user is incomplete or inaccurate. The inspection is carried out in accordance with the Instructions for Use and the information provided by the manufacturer.

MANUFACTURER:
 - in case this information is not clearly stated on the product it may be looked up in the catalogue or on the manufacturer's website

UNIQUE PRODUCTION NUMBER, DATE OF MANUFACTURE:
 - the unique production number is laser marked on the body of the pulley in the XXXX-XXXX format
 - date of manufacture is a part of the unique production number and consists of its last four digits: XXXX-XXXX- the first two digits represent the month of manufacture and the second two digits represent the year of manufacture, for example the pulley with 0417 as the last four digits of the unique production number was manufactured in April 2017)

VISUAL AND TACTILE INSPECTION - body, sheave, rivet:
 - it is recommended to compare the pulley with a new product of the same type or with the images in the catalogue, the images on the manufacturer's website etc.

COMPLETENESS, ORIGINAL SHAPE:
 - any deformation or absence of an original part is a reason to retire the pulley

WEAR, LOSS OF MATERIAL:
 - the loss of material greater than 10% of the original state of the product in any part of the pulley is a reason to retire the device, special attention should be given to the loss of material at the sides of the sheaves' grooves – a sharp edge often occurs as a consequence, which is a reason to retire the pulley

NICKS, CRACKS, SHARP EDGES:
 - the whole surface must be smooth, without any sharp spots that could damage the textile PPE; the surface may be smoothed with a smooth file, however, the total loss of material cannot be greater than 10%

CORROSION, OXIDATION:
 - the corrosion on the surface is acceptable; however, the deep corrosion, for example if it stains the textile, is unacceptable

FUNCTION CHECK:
 - if necessary, the rotary mechanism can be cleaned and slightly lubricated with silicone-based oil, please note that the oil must be wiped properly so that it does not come into contact with textile

FUNCTION OF THE MOVING SIDE PLATES
 - the moving side plates must rotate properly in both directions

FUNCTION OF THE SHEAVE:
 - the sheave must rotate properly in both directions

VERDICT:
 IF ANY OF THE INSPECTION ITEMS HAS "RETIRE" AS A RESULT, IT IS NOT POSSIBLE TO USE THE PRODUCT ANYMORE.
 THE INDIVIDUAL EVIDENCE SHEET IS THE INDIVIDUAL PART OF THIS PROCEDURE.
 PERIODICAL REVIEWS WERE PROVIDED ACCORDING TO THESE INSTRUCTIONS.

NOTES: please, enter the description, for example which part has to be closely observed during the use and the future inspections, what was the reason for retiring the product

INSPECTED BY:

name: _____

address: _____

mobile phone: _____

email: _____ signature: _____





NOTES

Lined area for notes



SUMMARY EVIDENCE SHEET
EVIDENCE NUMBER OF PPE INSPECTION:

SUPPLIER PERIODICAL INSPECTION ACCORDING TO EN 365:

The equipment listed below has been properly inspected according to the manufacturer's instructions and in accordance with applicable standards.

Equipment which has been approved by a qualified person (authorized by manufacturer) for further use with the verdict "FIT FOR USE" (marked with tick sign in the appropriate column) is WITHOUT APPARENT DEFECTS during the check day and can be used further in accordance with the instructions for use. Equipment that has not met the necessary requirements for further use is marked as "RETIRED" (marked with a tick sign in the appropriate column) and must be discarded.

CONTACT

name and surname:

address:

telephone

email:

signature:

Table with columns: User, Manufacturer, PPE category, Type, Unique number, Date of purchase or date of first use, Date of manufacture, Date of inspection, Date of next inspection, Verdict FIT TO USE, Verdict RETIRE, Notes

Address:

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Poniklá 317
512 42 Poniklá
Czech Republic

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www.singingrock.com

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 /singingrock_official
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version 05/2020

