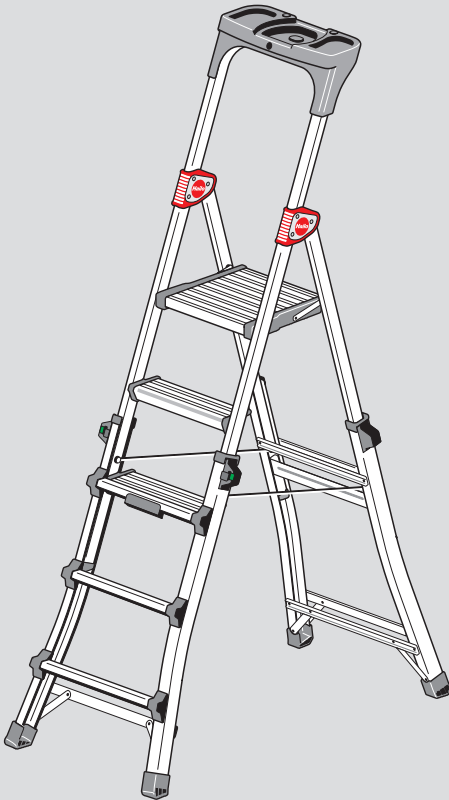


Hailo



Gebrauchsanleitung
Stehleiter

Instructions for use
Stepladder

Mode d'emploi
Escabeau

Instrucciones de uso
Escalera de tijera

Manual de instruções
Escadote

Istruzioni per l'uso
Scala a libro

Gebruiksaanwijzing
Staladder

Návod k použití
Schůdky

Návod na použitie
Stojací rebrík

Οδηγίες χρήσης
Σκάλα μονής πρόσβασης

Руководство по эксплуатации
Стремянка

Bruksanvisning
Trappstege

Bruksanvisning
Gardintrapp

取扱説明書
脚立

使用说明书
单侧人字梯

de

en

fr

es

pt

it

nl

cs

sk

el

ru

sv

no

ja

zh

TL100 TopLine ☆☆☆☆☆

Stepladder

Item no. **8450-xxx** (3-5 steps)

Manufacturer:

HAILO Werk

Daimlerstr. 8
35708 Haiger, Germany

Fon +49 (0) 2773 82-0
Fax +49 (0) 2773 82-1239

E-mail: info@hailo.de
www.hailo.de

Table of Contents

1. Introduction and explanation of symbols	16
2. Product overview	18
3. Scope of delivery	19
4. Intended use	19
5. Safety instructions	20
6. Assembly and operation	23
7. Transport and storage	26
8. Care, maintenance and preventive maintenance	27
9. Service life	27
10. Packaging and disposal	27
11. Service and replacement parts	28
12. Inspection plan	28
Dimension and weight table	212

1. Introduction

These instructions for use describe the safe use of the stepladder, also referred to as “ladder” in the following text.



For safety reasons, please read these instructions for use carefully and save them for future reference.

These instructions for use are part of the ladder. When the ladder is passed on to another user, these instructions for use should be provided.

Explanation of symbols

The following signal words and graphical symbols are used in these instructions for use, on the ladder or on the packaging or on the insert.



WARNING

Notes on potentially dangerous situations. If these cannot be avoided, there is a risk of severe injuries or death.

NOTE

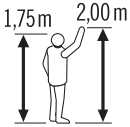
Notes on potentially dangerous situations that may lead to property damage.

Safety symbols are explained and described exclusively in the safety instructions chapter.

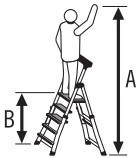
Other illustrations in these instructions for use are described directly next to the image.



Number of steps including the platform

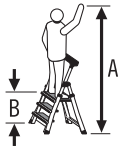


Reference person for body size and reaching height

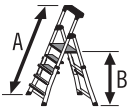


A = highest possible reaching height
B = highest possible standing height

- Stepladder with sides extended to the maximum

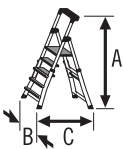


- Stepladder with sides inserted



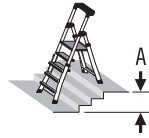
Extended stepladder dimensions (sides extended to maximum)

A = Length of the ladder
B = highest possible standing height



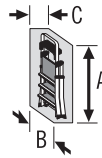
Extended stepladder dimensions (sides extended to maximum)

A = Height
B = Width
C = Depth



Stepladder (step adjustment)

A = maximum height adjustment



Dimensions of the ladder collapsed (delivery condition)

A = Length
B = Width
C = Depth



Dimensions of the ladder collapsed (sides inserted)

A = Length
B = Width
C = Depth



Highest possible load capacity



Weight of the ladder

2. Product overview

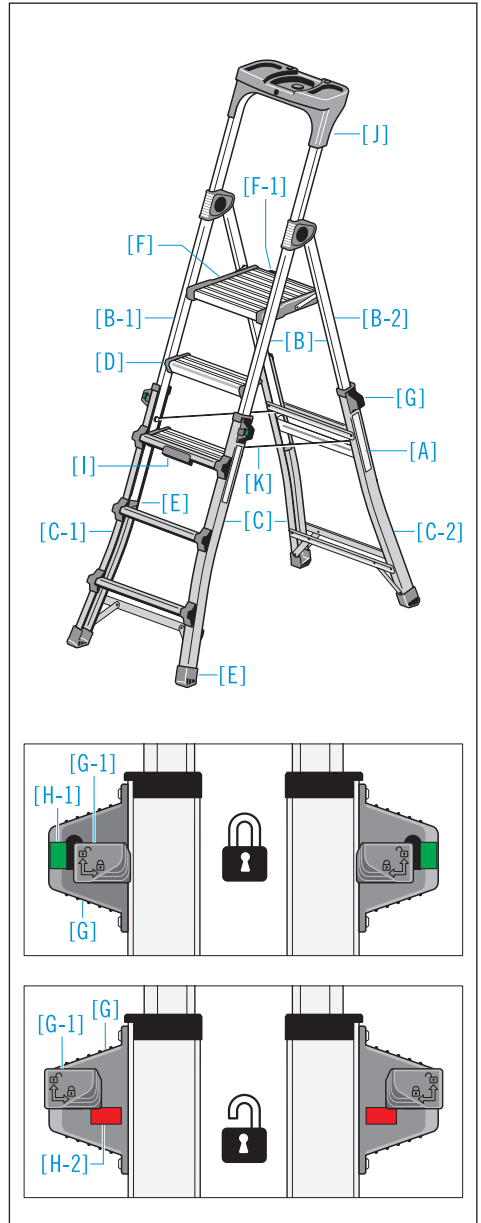
The extending stepladder is a mobile, height-adjustable stepladder.

It offers a variable height adjustment by means of the extendable sides and can be very compactly collapsed for transport and storage.

The extendable sides cannot be removed from the stepladder.

La información técnica relevante para cada tipo de escalera y las especificaciones de producto se encuentran en la identificación de la escalera [A], directamente en la escalera, sobre la placa de información de producto dentro del embalaje.

- [A] Ladder marking
- [B] Stepladder
 - [B-1] Front climbing side
 - [B-2] Rear support side
- [C] Extendable side
 - [C-1] Extendable climbing side
 - [C-2] Extendable support side
- [D] Ladder step
- [E] Foot
- [F] Platform
 - [F-1] Release button
- [G] Adjustment unit
 - [G-1] Release button
- [H] Locking guide
 - [H-1] "GREEN" = ladder is locked and can be ascended
 - [H-2] "RED" = ladder is unlocked and can be adjusted
- [I] Handle
- [J] Storage tray
- [K] Tensioning rope



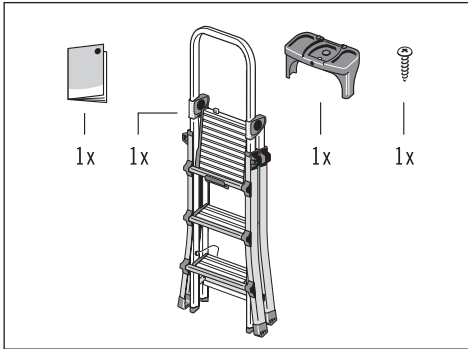
The dimensions and weights are listed in the table on page 212, 213.

Dimension and weight values are approximate values.

Technical modifications reserved.

3. Scope of delivery

- 1 x Instructions for use
- 1 x Stepladder
- 1 x Storage tray
- 1 x Phillips screw



Check that the contents are complete and check for any possible transport damage before use.
Remove the packaging material.



WARNING

Risk of suffocation!

Packaging material is not a children's toy; there is a risk of suffocation if not handled properly.

4. Intended use

This ladder is a moveable work tool that can be used in various locations.

With this ladder, small scale jobs can be carried out at heights at which use of other work tools is not commensurate.

This ladder may only be used as specified in these instructions for use. Any other use is considered as non-intended use and may lead to property damage or even to personal injury.

The ladder is not a toy.

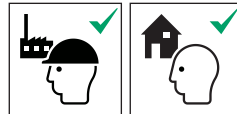
The manufacturer or dealer shall not assume any liability for damage that has been caused by improper or incorrect use.

The user must always ensure that the ladder is suitable for the respective use; if necessary a risk assessment must be carried out in advance.

The legislation in the country of use must be complied with.

The ladder meets the requirements of the European standard DIN EN 131.

It is suitable for either "professional use" or "non-professional use".



The highest possible load capacity of the ladder is 150 kg.

Modifications to the ladder that are not authorised by the manufacturer shall lead to termination of the guarantee and warranty.

5. Safety instructions



WARNING

Danger of severe injuries!

In event of incorrect use or handling of the ladder, there are risks that may lead to severe injuries or even to death.

- There is inherently a risk of falling when using the ladder. All work with and on the ladder should therefore be carried out in such a way that a risk of falling is kept as low as possible.
- When using the ladder, there is also the risk of tipping over. Individuals can be injured and objects damaged due to the ladder tipping over. All work with and on the ladder should therefore be carried out in such a way that a risk of tipping over is kept as low as possible.
- The ladder must be checked after delivery and before each use with regard to its condition and the functionality of all parts.
- The supplementary safety information symbols are meant to instruct the user of a ladder about what is necessary and what is not allowed for a safe use of a ladder in order to avoid accidents e.g. by falling from the ladder.

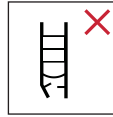
“Necessary” is indicated by a tick [✓] and “Not allowed” is indicated by an X [✗].



Warning, fall from the ladder.



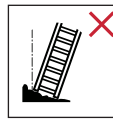
Refer to instruction manual/booklet.



Inspect the ladder after delivery. Before every use visually check the ladder is not damaged and is safe to use. Do not use a damaged ladder.



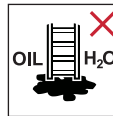
Maximum total load.



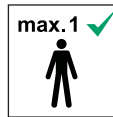
Do not use the ladder on a unlevel or unfirm base.



Do not overreach.



Do not erect the ladder on contaminated ground.



Maximum number of users.



Do not ascend or descend unless you are facing the ladder.



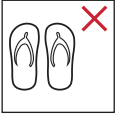
Keep a secure grip on the ladder when ascending and descending. Maintain a handhold whilst working from a ladder or take additional safety precautions if you cannot.



Avoid work that imposes a sideways load on ladders, such as side-on drilling through solid materials.



Do not carry equipment which is heavy or difficult to handle while using a ladder.



Do not wear unsuitable footwear when climbing a ladder.



Do not use the ladder if you are not fit enough. Certain medical conditions or medication, alcohol or drug abuse could make ladder use unsafe.

Do not spend long periods on a ladder without regular breaks (tiredness is a risk).

Prevent damage of the ladder when transporting e.g. by fastening and ensure they are suitably placed to prevent damage.

Ensure the ladder is suitable for the task.

Do not use the ladder if contaminated, e.g. with wet paint, mud, oil or snow.

Do not use the ladder outside in adverse weather conditions, such as strong wind.

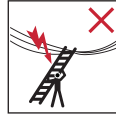
For professional use a risk assessment shall be carried out respecting the legislation in the country of use.

When positioning the ladder take into account risk of collision with the ladder e.g. from pedestrians, vehicles or doors.

Secure doors (not fire exits) and windows where possible in the work area.



Warning, electricity hazard.



Identify any electrical risks in the work area, such as overhead lines or other exposed electrical equipment and do not use the ladder where electrical risks occur.

Use non-conductive ladders for unavoidable live electrical work.

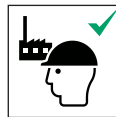


Do not use the ladder as a bridge.

Do not modify the ladder design.

Do not move a ladder while standing on it.

For outdoor use caution to the wind.



Ladder for “professional” and “non professional” use.

5. Safety instructions



Do not step off the side of standing ladder onto another surface.



Open the ladder fully before use.



Standing ladders shall not be used as a leaning ladder unless it is designed to do so.



The multifunction tray or safety rail of the stepladder may be loaded with maximum 10 kg.



The multifunction tray or safety rail of the stepladder must not be used as a sitting surface.



The multifunction tray or safety rail of the stepladder must not be used as a stepping surface.



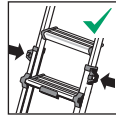
Check ladder feet and supporting surface area.



The platform must be aligned horizontally to the surface on which the ladder is being set up.

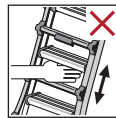


Locking mechanisms for all extended rungs/steps must be inspected and locked before use.



Only climb the ladder when the steps are securely locked. The locking guide „GREEN“ must be fully visible, all relevant locking pins must be correctly engaged.

When using the ladder, do not touch or manipulate the locking mechanism **UNDER ANY CIRCUMSTANCES**.



Do not put hands/fingers in the rung area (shearing area) when the ladder is brought to its intended position of use.

Do not use the ladder **UNDER ANY CIRCUMSTANCES** in dirty or dusty environments. The penetration of 'foreign matter' can make extending and collapsing the ladder difficult.

Do not immerse the ladder under water **UNDER ANY CIRCUMSTANCES** since it will thereby be damaged and extending and collapsing it will be made difficult.

6. Assembly and operation

After delivery and before each use examine the condition of the ladder, the function of all parts must be ensured.

NOTE

Caution, damage!

Always handle the ladder carefully. Extend and collapse the ladder in a deliberate and careful way. If a rail is bent or damaged, the ladder can potentially be extended or collapsed only with difficulty or not at all.

6.1 Assembly of the storage tray

Attach the multifunctional tray [J] to the ladder rail with the enclosed Phillips screw.

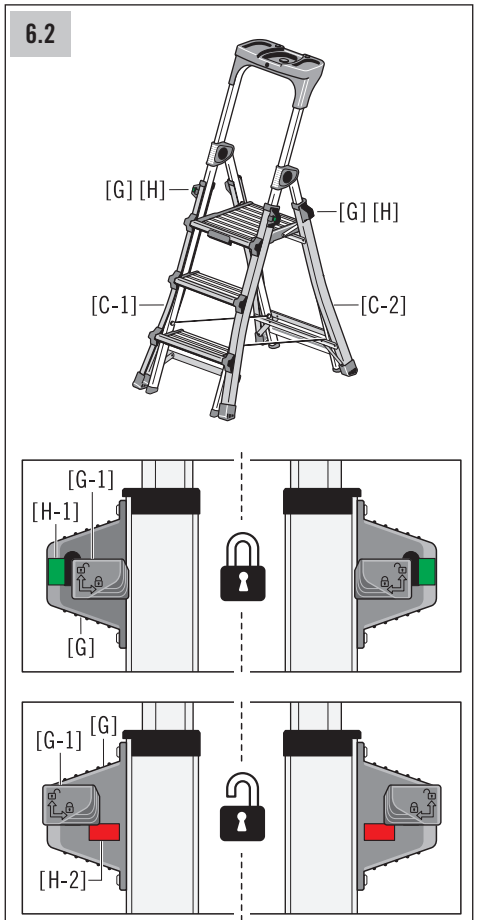
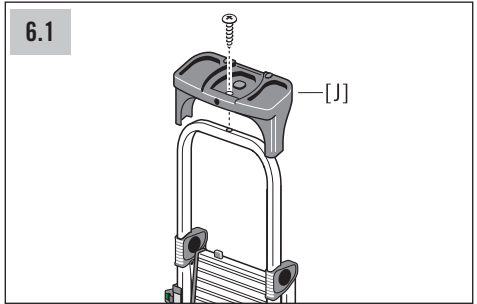
6.2 Note on handling the stepladder

The ladder has two extendable sides [C-1, C-2], which allow variable height adjustment. The ladder can now be used as a 3, 4 or 5 step stepladder.

The extendable sides [C-1, C-2] must be locked before using the ladder. There is an adjustment unit [G] with the locking guide [H] on both guide rails.

- If the locking guide [H-1] "GREEN" is visible, the ladder is locked and can be ascended.
- If the locking guide [H-2] "RED" is visible, the ladder is unlocked and can be adjusted.

The extendable sides audibly click into place



en



WARNING

Risk of injury!

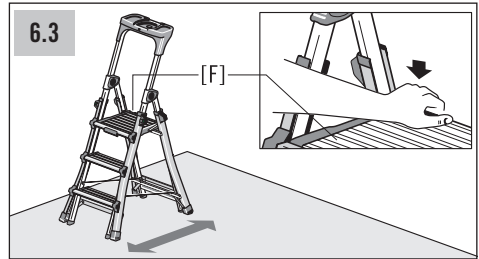
Only climb the ladder when the steps are securely locked. The locking guide „GREEN“ must be fully visible.

6. Assembly and operation

6.3 Setting up the stepladder

When setting up the ladder pay attention to the entire secured opening of both ladder parts. Avoid incorrect placement of the ladder.

Lock the platform [F] additionally by applying slight pressure with your hand; the platform must rest completely and safely.



6.4 Locking positions

The ladder can be set up in 3 locking positions (X-1, X-2, X-3).

6.5 Adjusting the height of the stepladder

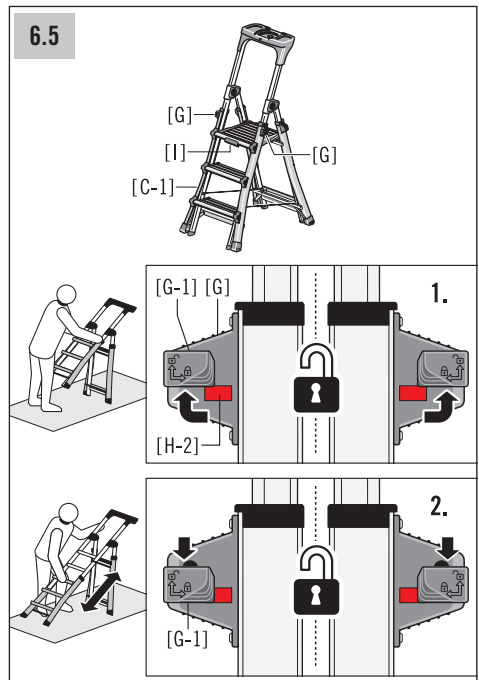
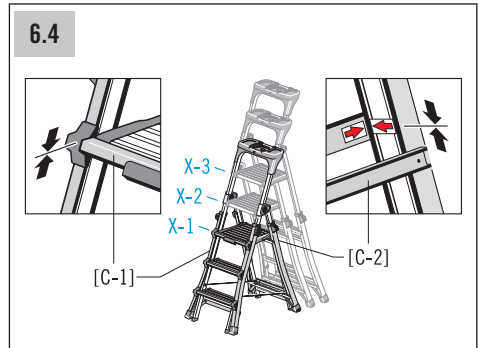
 **WARNING**
Risk of injury!

When handling the ladder, there is a risk of injury from pinching and shearing points. When moving the ladder, pay attention to the position and placement of the hands!

The climbing side and the support side must be in the same locking position on both sides. The platform must be aligned horizontally to the surface on which the ladder is being set up.

Remove all objects from the storage tray before adjusting the extendable sides.

1. Set the release buttons [G-1] on both guide rails of the sides [C-1] outwards and then upwards. The locking guide [H-2], „RED“ is visible. The side is now unlocked and can be moved.
2. Pull out the sides [C-1] using the handle [I] and push them to the desired position. Push both release buttons [G-1] down first so that the locking pins of the adjustment unit [G] can engage automatically in the opening provided.



- 3. The side [C-1] locks automatically at the intended locking position.
The locking pins of the adjustment unit [G] engage automatically and audibly in the opening provided.
- 4. Push out the support side [C-2] in the same way and engage it in the same locking position.

Only climb the ladder when the steps are securely locked. The locking guide [H-1] "GREEN" must be fully visible.

6.6 Step adjustment

The stepladder can also be used with a step adjustment. The front extendable climbing side [C-1] is in a different locking position than the rear extendable support side [C-2].

Maximum adjustment:
2 steps, corresponding to approx. 0,44 m.

6.7 Storage

After use, insert both extendable sides [C] completely (see 6.5 Adjusting the height of the stepladder). The steps must be securely locked and the "GREEN" locking guide must be fully visible.

The stepladder has a platform lock.

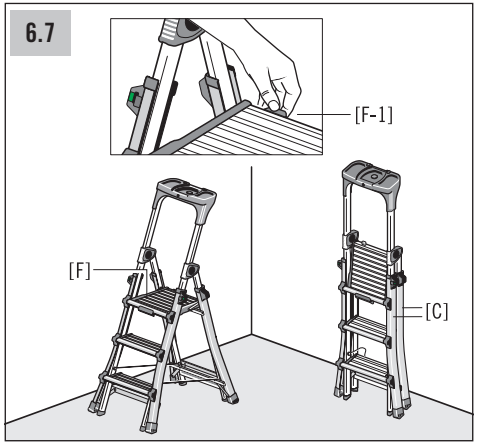
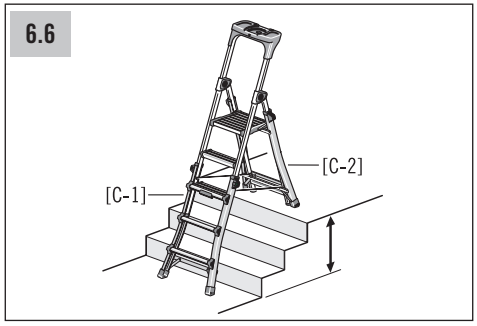
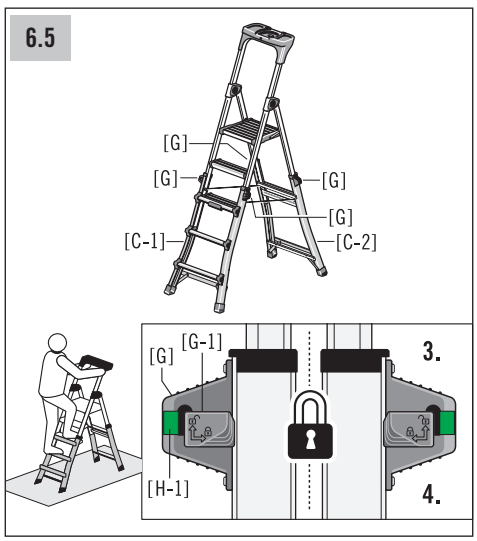
To release, press the release button [F-1] downwards, lifting the platform [F] in the process and fold the ladder completely together.

WARNING



Risk of injury!

When handling the ladder, there is a risk of injury from pinching and shearing points. When moving the ladder, pay attention to the position and placement of the hands!



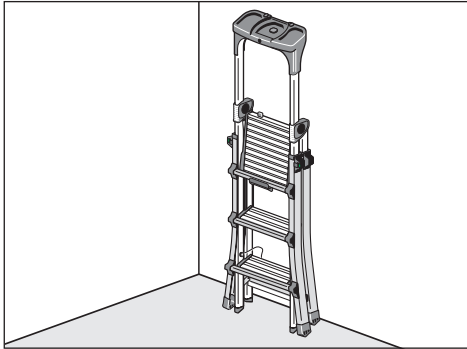
7. Transport and storage

NOTE

Caution, damage!

Incorrect handling of the ladder when transporting and storage may lead to damage to the ladder.

- Fully collapse and fold the stepladder before and after use, as well as for storage and transport. The extendable sides must be securely locked.



- In order to avoid any damage, the ladder should be securely fastened (e.g., on roof carriers or in the car).
 - Ladders should be stored in accordance with the producer's instructions.
 - Ladders made of or using thermoplastic, thermosetting plastic and reinforced plastic materials should be stored out of direct sunlight.
 - Store the ladder away from areas where its condition could deteriorate more rapidly (e.g. dampness, excessive heat, or exposed to the elements).
- Store the ladder in a position which helps it to remain straight (e.g. hung by the stiles on proper ladder brackets or laid on a flat clutter free surface).
 - The ladder should be stored folded in a dry environment vertically or lying flat.
 - Store the ladder where it cannot be damaged by vehicles, heavy objects, or contaminants?
 - Store the ladder where it cannot cause a trip hazard or an obstruction?
 - Store the ladder in such a way that it is protected from children at play and no person can be disabled by it
 - Store the ladder securely where it cannot be easily used for criminal purposes.
 - If the ladder is permanently positioned, make sure it is secured against unauthorized climbing (e.g. by children).

8. Care, maintenance and preventive maintenance

NOTE

Caution, damage!

Incorrect handling of the ladder during care and maintenance may lead to damage to the ladder.

- Care and maintenance of the ladder should insure its proper functioning. The ladder must be checked regularly for damages. The function of moving parts must be ensured.
- ALWAYS keep the ladder clean. Occasionally wipe the rails with a clean dry cloth. Paint and other 'foreign matter' can make extending and collapsing the ladder more difficult and should be removed immediately.
- Cleaning the ladder, especially of all moving parts, should occur immediately after use in the event of any visible soiling.
- Use only standard, water soluble cleaning agents. Do not use any aggressive scouring agents.
- Repairs and maintenance shall be carried out by a competent person and be in accordance with the producer's instructions.



NOTE: A competent person is someone who has the skills to carry out repairs or maintenance, e.g. by a training by the manufacturer.

- For repair and replacement of parts, e.g. feet, if necessary contact the producer or distributor.

9. Service life

When used for its intended purpose and regularly maintained, the ladder is a work tool that can be used for the long term.

en

10. Packaging and disposal



WARNING

Risk of suffocation!

Packaging material is not a children's toy; there is a risk of suffocation if not handled properly.

- If the ladder is scrapped, it must be disposed of in accordance with current legislations and regulations in the country of use.
- The product must not be disposed of in domestic waste.
- All components, including packaging must be sorted and separated accordingly.
- Aluminium is a high-grade material and should be put into the recycling system.
- Your municipality can give you detailed information about this.



11. Service and replacement parts

You can find these instructions for use on the internet at www.hailo.de.

You can obtain additional information about services and replacement parts directly from:

HAILO Werk
Rudolf Loh GmbH & Co. KG

Daimlerstr. 8
35708 Haiger, Germany

Tel. +49 (0) 2773 82-0
Fax +49 (0) 2773 82-1239

E-Mail: info@hailo.de
www.hailo.de

12. Inspection plan

- There exists the risk of a fall due to damaged, defective or non- functional ladder units; there is also a risk of tipping over when using the ladder.
 - Users of the ladder can sustain serious injuries during a fall.
 - Objects can likewise be damaged if the ladder tips over.
-
- Regular inspection by a qualified person is required for commercial use.
 - The contractor has to ensure that ladders are inspected recurrently for proper condition (visual and functional inspection). For this purpose, the type, scope and time periods of the required inspections must be determined.
 - The time intervals for the inspection will conform to the operating conditions, in particular the frequency of use and demands during use as well as the frequency and severity of established defects during the preceding inspections.
 - The contractor also has to ensure that defective ladders are removed from use and stored in such a way that further use is not possible until proper maintenance or disposal takes place.

During the regular inspection of the ladder, inspection points 1-7 should be taken into account.

If any of the tested points cannot be fully satisfied, you should NOT use the ladder.

1. General inspection points

Inspection of the step ladder. All ladder elements must be completely present.

Is any damage visible / present?

Are there any contaminants (e.g., dirt, mud, paint, oil or grease) on the ladder?

2. Ladder side, ladder steps, Extendable ladder side

Are ladder sides and reinforcement strips possibly bent, curved, twisted, dented, torn, corroded or rotten?

The ladder sides must be in a good state at the fixing points for other parts.

All ladder steps must be completely present. Are ladder steps possibly worn out, loose, corroded or damaged?

There must be no relative movement between the beams and the rungs / steps.

3. Platform with locking latches, joints, hinges, safety braces

Check the function, strength and completeness as well as for damage and corrosion. Are hinges, platforms, hinges possibly damaged, loose or corroded?

Inspect technical condition of the tensioning rope. Are the attachment points in good condition? Are damage or cracks present?

4. Ladder feet

Inspect feet for tightness as well as damage and corrosion. All ladder feet must be present. Are any ladder feet loose, worn out or corroded?

5. Safety rail / storage tray / handle

Check the technical condition of the safety rail or multifunction tray and the handle.

Are damage or cracks present?

6. Functionality of the stepladder

Check functionality (sliding out and in of the sides).

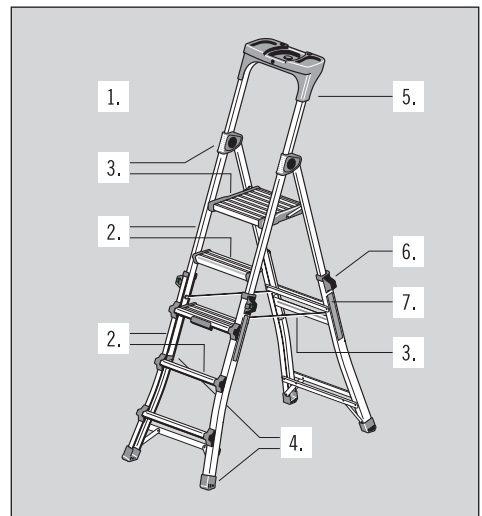
The extendable sides must engage correctly when the ladder is extended.

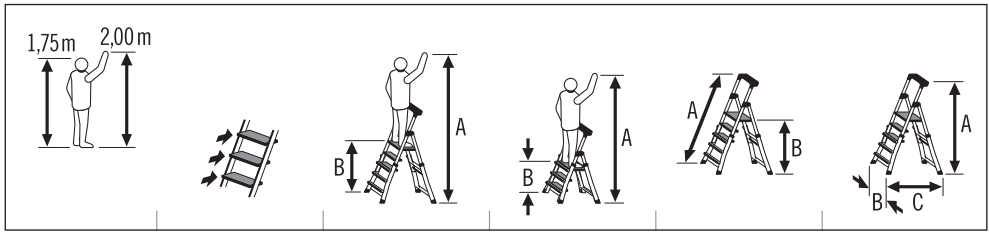
Does the adjustment unit with release button function? Are all locking guides on the sides visible?

Can the locking mechanism with the release button be easily released and also locked? It must be possible to push all sides together again without any problems.

7. Ladder labels

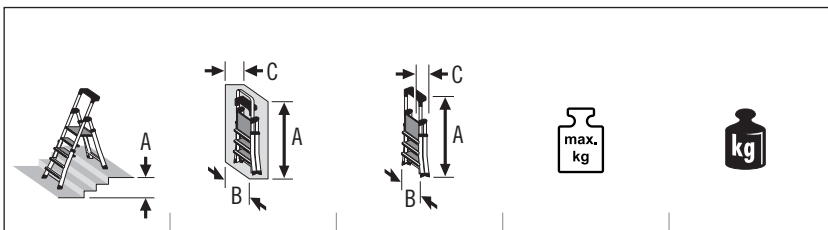
Are all labels present and perfectly legible?





8450-XXX	3-5	A = 3,09 m B = 1,09 m	A = 2,65 m B = 0,65 m	A = 1,90 m B = 1,09 m	A = 1,73 m B = 0,52 m C = 1,01 m
-----------------	-----	--------------------------	--------------------------	--------------------------	--

8450-XXX	3-5	A = 10.14 ft B = 3.58 ft	A = 8.70 ft B = 2.13 ft	A = 6.23 ft B = 3.58 ft	A = 5.68 ft B = 1.71 ft C = 3.31 ft
-----------------	-----	-----------------------------	----------------------------	----------------------------	---



A = 0,44 m	A = 1,43 m B = 0,56 m C = 0,16 m	A = 1,43 m B = 0,52 m C = 0,14 m	max. 150 kg	8,8 kg
------------	--	--	-------------	--------

A = 1.44 ft	A = 4.69 ft B = 1.84 ft C = 0.52 ft	A = 4.69 ft B = 1.71 ft C = 0.46 ft	max. 330 lbs	19.4 lbs
-------------	---	---	--------------	----------