

RACKING-UK

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www.racking-uk.com

Storage & Workplace Equipment

01621 786630



Planned Maintenance Programme

Don't let this happen to you!



safecontractor[®]

Accreditation Certificate



This is to certify that
Racking Uk

has achieved **safecontractor** accreditation
in accordance with the schedule overleaf.

Date **15th October 2013**

This certificate is valid until **14th October 2014**

Certificate Number **RS3715**

Signed
John Kinge
Technical Director

A handwritten signature in blue ink, appearing to read 'John Kinge', written over the printed name and title.

Planned Maintenance Programme

Everyone is responsible to ensure the Health and Safety of your employees and co-workers is considered of the utmost importance.

Safety Inspection of your Racking & Shelving is a requirement under the Health & Safety at Work Act 1974. In addition the inspection provides a safeguard for your fellow employee's, the quality of your product or service and the integrity and maintenance of your storage equipment. The Safety Inspection also fulfils your obligations under the 1974 Act.

The **Planned Maintenance Programme** is a step by step method of checking and identifying damage to racking and shelving storage systems. The programme combines expert services of Racking-UK with the direct involvement of the client's staff.

The user's involvement is essential to the safe management of any workplace storage system for it is they who are in the position to see and assess damage as it occurs on a daily basis.

Being aware of this, the **Planned Maintenance Programme** creates the structure for the client to regularly assess and take appropriate action to any damage as it occurs. Racking-UK implements a staged approach to damage surveillance.

Load Notices

It is now compulsory for all SEMA members registered under the SEMA – ISO 9002 sector scheme to supply such notices on new equipment they install. Enforcing officers will often insist that such notices are fitted and in the event of a rack collapse, is one of the first points they will look for. We urge you to fit such notices that we can supply for you.

Where load notices are displayed on the equipment it is assumed that the data shown conforms to the manufacturer's design.

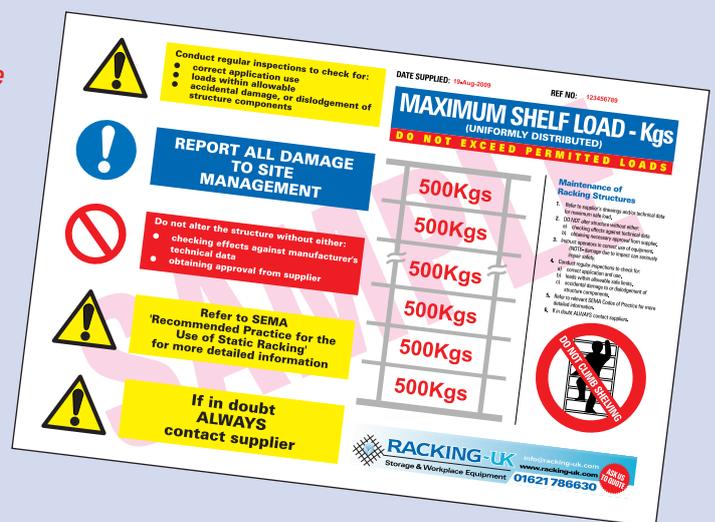
Statutory Health & Safety recommendations require that all systems are designed in accordance with SEMA & FEM guidelines.

Appropriate Load Notices MUST BE fitted to ALL STORAGE systems.

Click the following links for more information;

www.legislation.hmso.gov.uk

www.opsi.gov.uk/si/si1998/19982306.htm#4



Our **Planned Maintenance Programme** is a flexible process, all projects are tailored to the individual requirements of the client. However, a general breakdown of the overall process involved is outlined below.

Preliminary Assessment

To begin we arrange an introductory site visit to evaluate the storage equipment, which includes taking into consideration the everyday operational procedures, meeting relevant personnel and reviewing routine working conditions.

Following the preliminary assessment we will then go on to prepare your unique **Planned Maintenance Programme**.

Site Survey

The site survey is staged as follows:

- The first stage is the survey which involves a walk round inspection from ground level to record the storage system(s) layout and create CAD drawing which will provide the basis of future damage control.
- The storage equipment is inspected for structural damage - frame uprights & bracing, beams, floor fixings, guide rails, pallet support rails, cross bracing members and structural bracing. Damaged components and locations are noted and damage at this point is recorded for repair or observation and classified correspondingly - high, medium or low (highlighted RED, AMBER or GREEN).
- The next stage is to meet the client's designated person(s) and, where necessary, advise of any urgent corrective action (e.g. immediate unloading of racking).
- The client's management team is then instructed on the use of inspection procedures and reporting method, so that management can implement their own on-going surveillance of the storage system. Any damage noted during the management's regular inspections must be recorded and any significant damage reported directly to Racking-UK without delay.

Rack Safety Report

The results of the survey are presented to the client in a straightforward written report, with recommendations of any remedial actions together with a CAD drawing of the equipment at the time of the inspection.

- Safety Inspection of your Racking & Shelving is a requirement under the Health & Safety at Work Act 1974. However simply obtaining a Safety Report, reading it and filing it away until the next time isn't the requirement.
- Once you are aware of the true condition of your racking system(s) and any essential maintenance required. We emphasise - particularly for your own insurance purposes, the recommendations should not be ignored and it is essential all remedial work is carried out as specified.

CARRYING OUT NECESSARY REPAIRS ISN'T OPTIONAL - IT'S COMPULSORY!

Planned Maintenance Programme

Remedial Action

Once the Rack Safety Report is complete a separate, detailed specification and quote for necessary repairs and/or remedial action will be offered for your consideration.

Due to individual operational restrictions it may be necessary to carry out the work at weekends or over a certain time period, since we have direct labour we can tailor maintenance programs to suit clients individual requirements.

We have many years practical experience in the industry and are accomplished installers and repairers of all makes and types of warehouse and storage equipment.

Our experienced installation teams are fully insured and we carry indemnity of **£2,000,000.00**

Update

After a 6 month interval we will arrange a further site visit to check on progress and up date files and arrange your next **Planned Maintenance Programme** survey based on an annually renewable contract.

Costs

Because every factory, warehouse or workplace is different, and will have varying amounts & types of storage equipment each maintenance programme is unique, and is therefore priced on its own merits.

Following our preliminary assessment a detailed **Planned Maintenance Programme** and fixed cost will be provided for your consideration.

Preliminary Assessment	£97.00 + VAT (subject to location)
Planned Maintenance Programme	from £275.00 + VAT (subject to quotation)

*Once the **Planned Maintenance Programme** is complete, the cost of Preliminary Assessment will be deducted from our final invoice.*



Sample Load Signs

DATE SUPPLIED: 20-Aug-2009 REF NO: 123456789

MAXIMUM BEAM LOAD - Kgs
(UNIFORMLY DISTRIBUTED)

500Kgs
500Kgs
500Kgs

MAXIMUM BAY LOAD - Kgs

Conduct regular inspections to check for:

- correct application use
- loads within allowable
- accidental damage, or dislodgement of structure components

REPORT ALL DAMAGE TO SITE MANAGEMENT

Do not alter the structure without either:

- checking effects against manufacturer's technical data
- obtaining approval from supplier

Refer to SEMA 'Recommended Practice for the Use of Static Racking' for more detailed information

If in doubt ALWAYS contact supplier

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ASK US TO QUOTE

MAX LOAD PER ARM + TOTAL LOAD PER COLUMN KGS
DO NOT EXCEED PERMITTED LOADS

500Kgs
500Kgs
500Kgs
500Kgs

MAX Load 3,000 Kgs per column side "Excluding Base"

Maintenance of Racking Structures

- Refer to supplier's drawings and technical data for maximum loads.
- DO NOT alter structure without either:
 - checking effects against technical data
 - obtaining approval from supplier
- Never operate to cover use of equipment, DO NOT change use to support not intended for use.
- Conduct regular inspections to check for:
 - correct application use
 - loads within allowable limits
 - accidental damage or dislodgement of structure components
- Refer to SEMA 'Recommended Practice for the Use of Static Racking' for more detailed information.
- For more ALWAYS contact supplier.

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ASK US TO QUOTE

DATE SUPPLIED: 19-Aug-2009 REF NO: 123456790

MAXIMUM SHELF LOAD - Kgs
(UNIFORMLY DISTRIBUTED)
DO NOT EXCEED PERMITTED LOADS

500Kgs
500Kgs
500Kgs
500Kgs
500Kgs
500Kgs

Conduct regular inspections to check for:

- correct application use
- loads within allowable
- accidental damage, or dislodgement of structure components

REPORT ALL DAMAGE TO SITE MANAGEMENT

Do not alter the structure without either:

- checking effects against manufacturer's technical data
- obtaining approval from supplier

Refer to SEMA 'Recommended Practice for the Use of Static Racking' for more detailed information

If in doubt ALWAYS contact supplier

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