



3.8m Telescopic Ladder CTLADDRT38A Quick Start Guide

Please read all instructions before using your telescopic ladder.

Before Use

- Ensure you are fit to use the ladder. Certain medical conditions, medications, alcohol or drug use could make ladder use unsafe.
- When transporting ladders on roof racks or in trucks, ensure they are suitably placed and secured to prevent damage.
- Inspect the ladder after delivery and before each use to confirm the condition and operation of all parts.
- Visually check that the ladder is not damaged and is safe to use at the start of each working day when the ladder is to be used.
- Ensure the ladder is suitable for the task at hand.
- Do not ever use a damaged ladder.
- Remove any contamination from the ladder, such as wet paint, mud, oil, ice or snow.
- Before use of the ladder in any work environment, a full risk assessment should be carried out.

Positioning & Erecting the Ladder

- Inclination angle should not exceed 75 degrees.
- Ladder should be on an even, level and unmovable base.
- The leaning ladder should be placed against a flat, non-fragile surface and should be secured before use, e.g. tied down or with an assistant standing on the bottom rung to secure it.
- When positioning the ladder, take into account any risk of collision with the ladder from pedestrians, vehicles, doors or windows in the work area. Never set the ladder up in the vicinity of a closed fire exit as it may be opened urgently.
- Identify any electrical risks in the work area, such as overhead lines or other exposed electrical equipment.
- The ladder should never be positioned on a slippery surface (such as ice, polished surfaces or significantly contaminated solid surfaces) unless additional effective measures are taken to prevent the ladder slipping.

Use of the Ladder

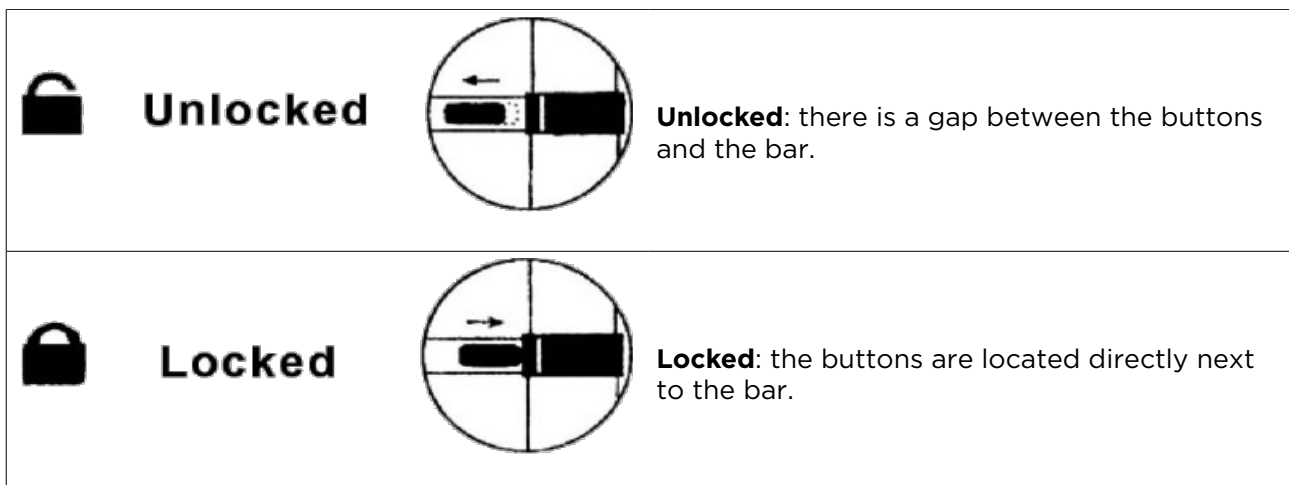
- Do not exceed the maximum total load.
- Do not overreach. Users should keep the trunk of their body inside the stiles, with both feet on the same step/rung throughout the task.
- Do not step off a leaning ladder at a higher level without additional security, such as tying off, or the use of a suitable stability device.
- Do not use standing ladders to access another level.

- Do not stand on the top three steps/rungs of a leaning ladder.
- Ladders should only be used for light work of short durations.
- Do not use the ladder outside in adverse weather conditions, such as in a strong wind.
- Take precautions against children playing on the ladder.
- Face the ladder when ascending or descending.
- Keep a secure grip on the ladder when ascending or descending.
- Do not use the ladder as a bridge.
- Wear suitable footwear when climbing a ladder.
- Avoid excessive side loadings (e.g drilling brick or concrete)
- Do not spend long periods on a ladder without regular breaks.
- If you must use a ladder to gain access to a higher level, the top of the ladder should extend to at least 1m above the landing point.
- Equipment to be carried while using a ladder should be light and easy to handle. If you are lifting/lowering heavy or bulky equipment, the use of stairs, an elevator or a hauling bag with a pulley system should be used.

Opening the Ladder

With automatic locking, each rung of the ladder has 2 locking pins that are blocked, which are automatically inserted into the slots of the uprights when the ladder is extended.

The condition of the lock is indicated by the two black buttons on the side of each rung, as shown below:

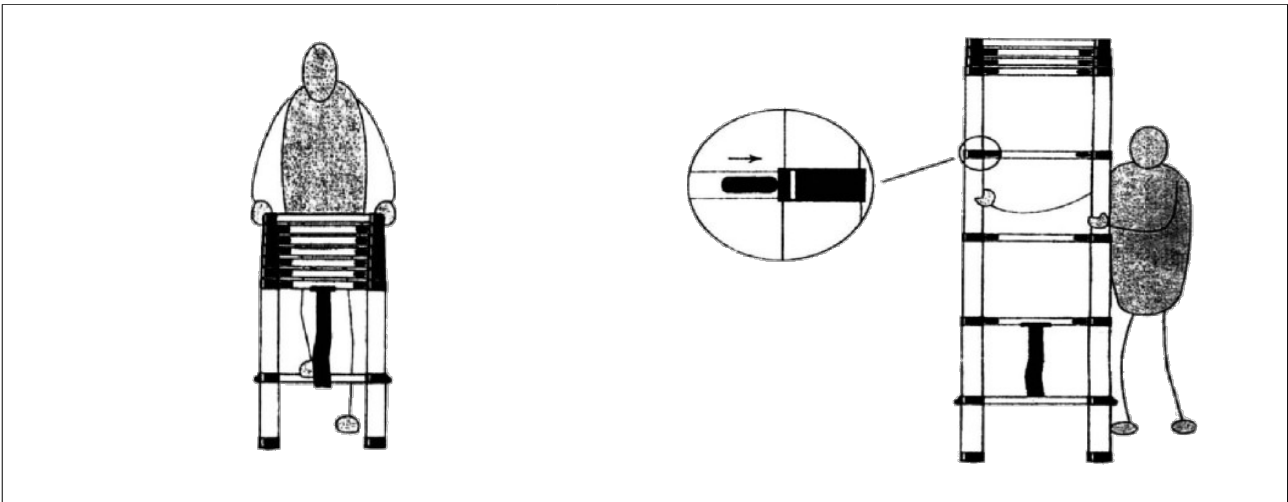


Complete Extension of the Ladder

1. Place the ladder onto firm and level ground, then place one foot on the lowest rung.
2. Lift the top rung up and ensure that the buttons are locked (as shown above). Repeat this process with each of the lower rungs in turn, until the arms are completely extended.

Partial extension of the ladder

1. Place the ladder onto firm and level ground, then place one foot on the lowest rung.
2. Lift the top rung up and ensure that the buttons are locked (as shown above). Repeat this process with each of the lower rungs until the desired ladder and rung height has been achieved.



- **Always check that the buttons are securely into the “LOCKED” position before you climb onto the ladder.**
- **When using the ladder in a partially extended position, you should expand the rungs from the bottom of the ladder, as shown to right.**



Shortening the Ladder

- Place the ladder on firm and level ground.
- Unlock the two buttons on the highest rung you can safely reach to lower the rung down to the closed position. Continue doing this until the top rungs are all closed.
- Work your way down via each lower level, unlocking the buttons and then lowering the rungs until the ladder is all packed away.

If you have any questions about the use of this product, please contact the Kogan customer support team.