

# BOSS<sup>®</sup>



## BOSS Pod Low-level Work Platform

Models: Pod<sup>1000</sup>/Pod<sup>1500</sup>

**USER GUIDE**

Tested and certified to BS8620:2016





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# Safety First

## Introduction

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**IMPORTANT:** Never use the BoSS Pod (Low-level Work Platform) until you have fully read and understood this user guide.

The user should be adequately trained and competent. Any person using the Low-level Work Platform must have a copy of this guide.

Please note that diagrams are for illustrative purposes only. User guides are also available to download from our website at [bossacesstowers.com](http://bossacesstowers.com).

If you need further information, additional user guides or any other help with this product, please contact the manufacturer on **+44 (0)1621 745 900** or email [uk.customercare@wernerco.com](mailto:uk.customercare@wernerco.com).

To view the set up video for this product range please visit [bosspodiums.com](http://bosspodiums.com).

## Compliances

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The BoSS Pod 1000 and 1500 have been tested and certified to BS8620:2016.

# Safety First









## Safety checklist

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- Is the Low-level Work Platform in good condition? 
- The total load (1 person plus tools and materials) should not be more than 150kg. 
- The castors are facing the same direction and the wheel brakes are locked. 
- The stabilisers are deployed correctly. 
- The access ladder is located correctly. 
- All claws are locked into position. 
- The Low-level Work Platform is on flat, level, dry and firm ground. 
- The Low-level Work Platform is correctly positioned to avoid overreaching. 

## Equipment care, maintenance, storage and transport

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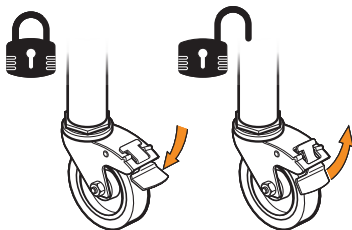
- Before using the Low-level Work Platform every time, carry out the 6-point inspection detailed in the following section. 
- Never use the Low-level Work Platform if any part is damaged or shows signs of excessive wear. 
- Only use this piece of equipment for its intended purpose. 
- Store the Low-level Work Platform somewhere clean, dry and safe. 
- Keep the Low-level Work Platform clean, especially the platform and the rungs of the ladder section. 
- Do not use excessive force to operate the Low-level Work Platform. 
- The Low-level Work Platform should not be left freestanding in its folded orientation for storage or transportation. 
- The saloon door hinge mechanism should be lubricated on a regular basis with a suitable lubricant. 

# Safety First

## 6-Point inspection procedure

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1. Check all castors are secure and the fixing bolts are tightened correctly.
2. Check all brakes operate and then lock the wheel and castor into position.



3. Check the tubes and aluminium components of the Low-level Work Platform. There should not be any cracks or excessive dents or distortion.
4. Check there is free movement of all hinge points, particularly checking that the saloon doors move freely.
5. Check the platform. There should not be excessive contamination, cracking, holes or damage, including any missing or damaged rivet fixings.
6. Check that all six locking mechanisms are operating and locking correctly and the two stabiliser clamps operate correctly.

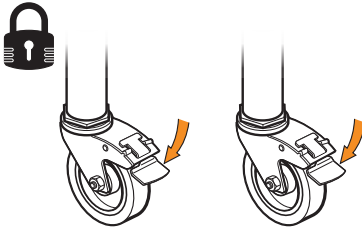


# Safety First

## Every time you use the Low-level Work Platform

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- **ALWAYS** carry out a risk assessment for each job before you start work, to ensure that the Low-level Work Platform is the appropriate method of access.
- **ALWAYS** consult your work place/activity risk assessment with regard to the need for toe boards.
- **ALWAYS** check the Low-level Work Platform six-point inspection procedure and follow the instructions in this user guide and the labels on the Low-level Work Platform. There is a serious risk of injury if you do not follow all the instructions.
- **ALWAYS** check the Low-level Work Platform for damage before you use it, and complete an inspection report if necessary.
- **ALWAYS** make sure that you use the Low-level Work Platform on firm and level ground.
- **ALWAYS** make sure the wheels and castors are locked into position. The two wheels must face the same direction.



- **ALWAYS** try to position the front of the Low-level Work Platform towards the work for maximum stability.
- **ALWAYS** wear appropriate personal protective equipment and work wear, including footwear with a flat firm sole and a good grip.
- **ALWAYS** take safety measures when working close to doorways, openings and other traffic paths, to prevent accidental collisions but never block an emergency exit, fire-path or other escape route.
- **ALWAYS** secure the Low-level Work Platform to prevent unauthorised use.
- When moving the Low-level Work Platform carefully lift the rear stabilisers so feet are clear of the ground.
- **ALWAYS** push and never pull the Low-level Work Platform.
- It is recommended that 2 people are used to lift the Low-level Work Platform.

# Safety First

## When using the Low-level Work Platform

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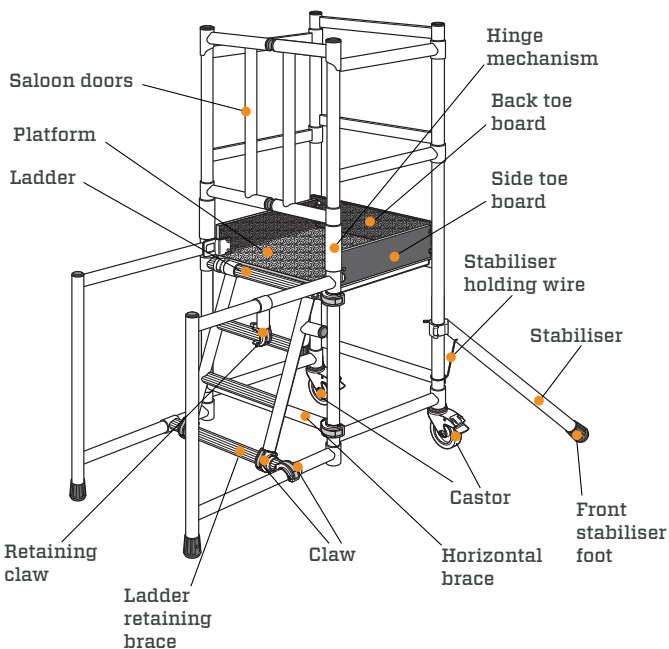
- **Read the instructions**
- **Do not use damaged equipment**
- **Do not overreach**
- **Do not use on loose or slippery surfaces**
- **Do not use on sloping or uneven surfaces**
- **Never stand on the side protection or use boxes, stepladders or other objects to gain extra height**
- **Never more than one person to use the Low-level Work Platform**
- **Never move when a person is standing on the working platform**
- **Never use the Low-level Work Platform as a means of access to another place**
- **Never stand on the access ladder to work**
- **Beware of power lines or other live electrical equipment**
- **Working platforms shall always be level**
- **Inspect before use**
- **Only ascend or descend the Low-level Work Platform using the access provided**
- **Face the access when ascending and descending**
- **Ensure all brakes are locked**
- **Ensure side protection gate is closed and secured before use.**
- **Beware of finger traps**
- **Ensure all components are present and correctly fitted before use.**



# Identification

## BoSS Pod parts

The illustration below shows an erected BoSS Pod.



The unit contains no detachable parts except the toe board pack (3 parts) which is available as accessory.

The Boss Pod 1000 (part number: 31051000) weighs 32kg excluding toe boards.

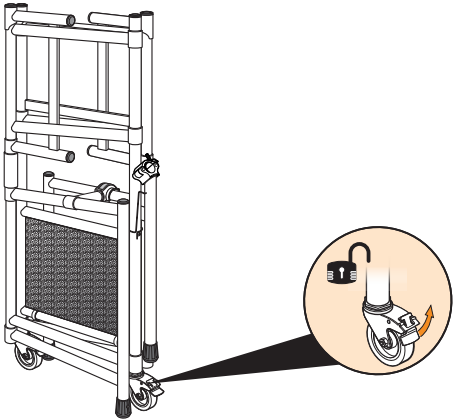
The BoSS Pod 1500 (part number: 31051500) weighs 38kg excluding toe boards.

# Setting up

## Move and position

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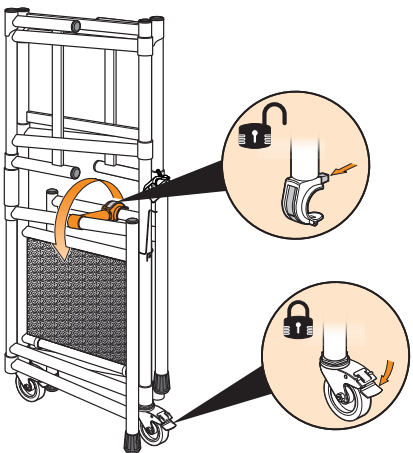
- 1 Move the BoSS Pod to the required location. Ensure that all wheel brakes are unlocked when moving and positioning and lock once in position. Both castors must be positioned as shown, facing the same direction. Ensure firm handgrip or other support to prevent the unit from toppling over.



## Release locking claw

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- 2 Ensure castors are locked and the upper side of the deck is positioned in front of the operator. Open the BoSS Pod by unclipping the retaining claw.

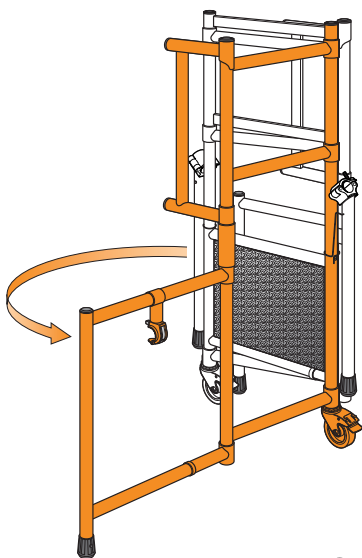


# Setting up

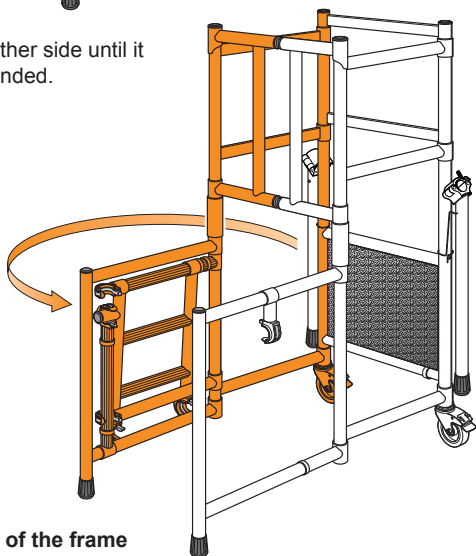
## Unfold sides of the frame

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- 3** Open the right side of the podium (whilst facing the platform) until it is fully extended.



- 4** Open the other side until it is fully extended.

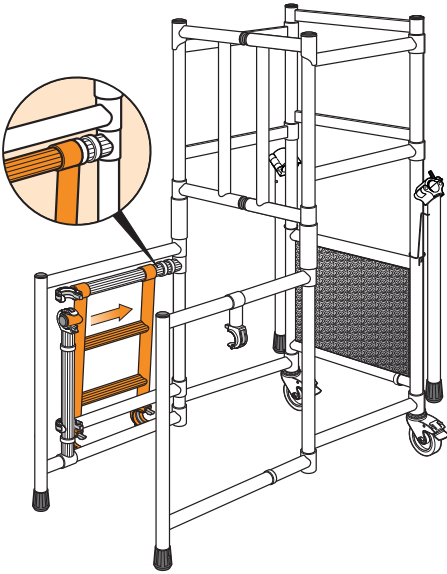


The two sides of the frame should now stand parallel.

# Setting up

## Disengage ladder

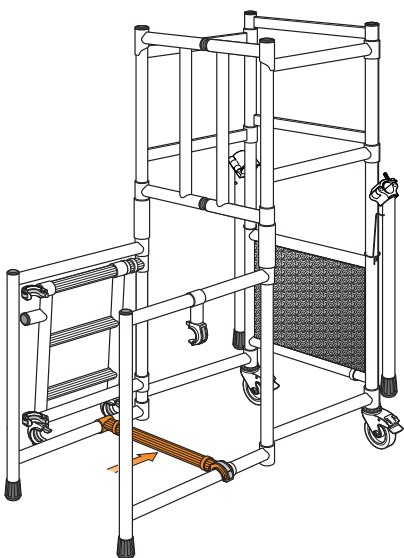
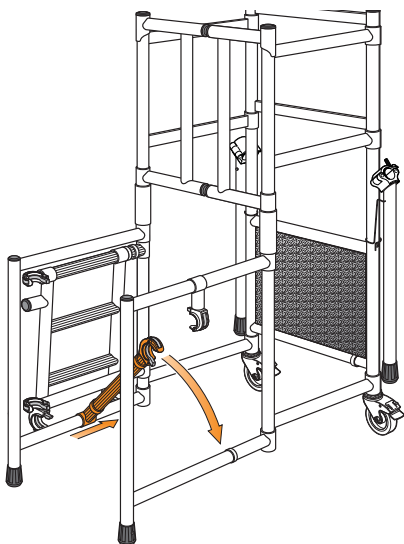
- 5 Disengage the horizontal brace from the ladder retaining brace and then slide the ladder right to allow it to be disengaged from the ladder retaining brace.



# Setting up

## Secure ladder retaining brace

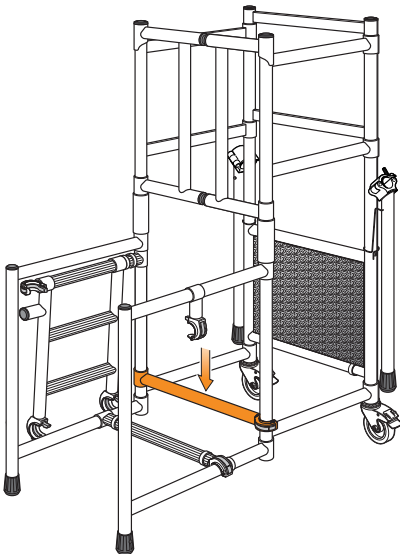
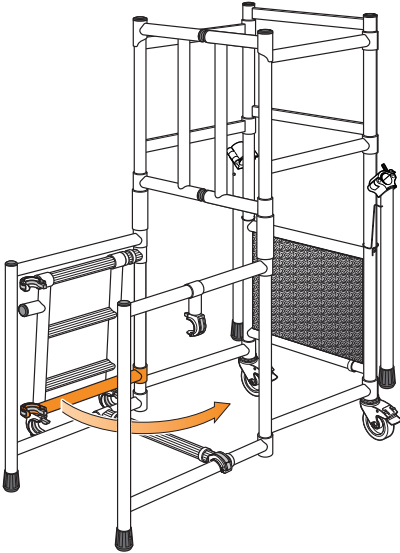
- 6 Slide the ladder retaining brace into position. Ensure it is correctly located by positioning it against the locating ring before engaging the claw.



# Setting up

## Secure the horizontal brace

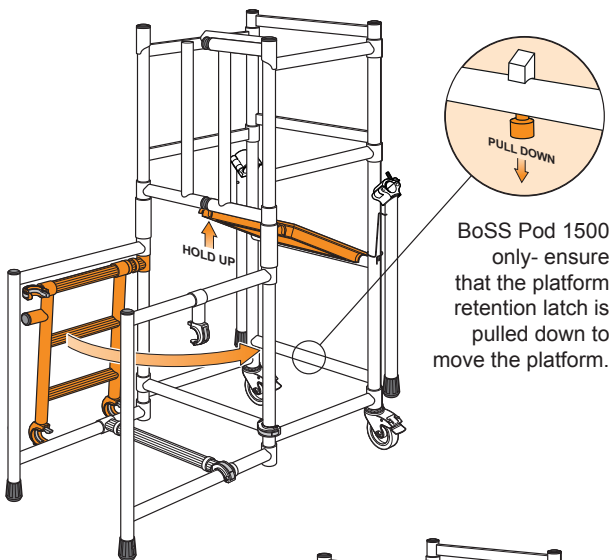
- 7 Swing across the horizontal brace and attach it to the upright of the frame on the opposite side. Ensure that the horizontal brace is pushed down to rest on the horizontal brace.



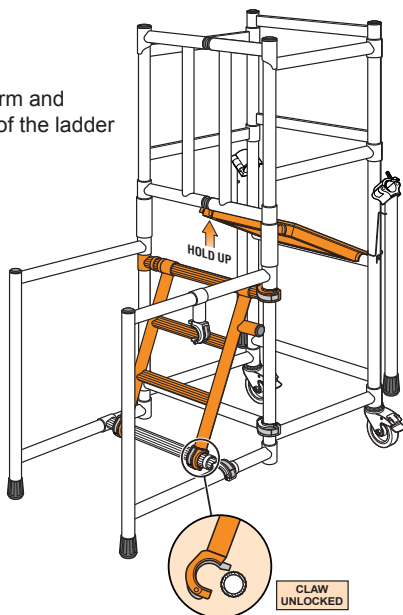
# Setting up

## Deploy ladder and platform

- 8** Raise the platform as you swing the ladder across into position.



- 9** Hold up the platform and secure the brace of the ladder on the upright.

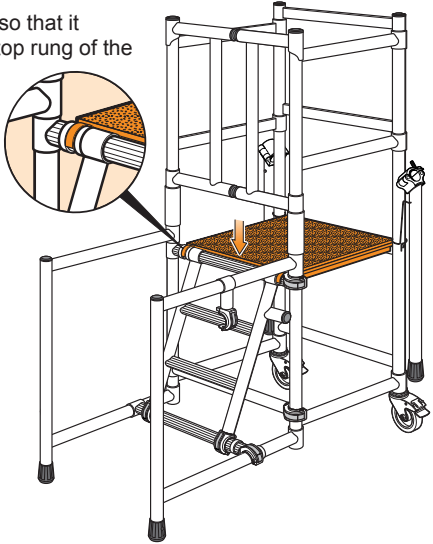


# Setting up

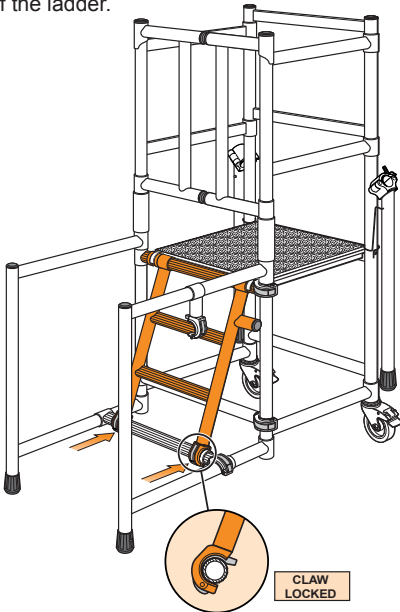
## Secure the platform and ladder

- 10** Drop the platform so that it engages with the top rung of the ladder.

Ensure that the hooks are correctly positioned between the locating rings as shown.



- 11** Ensure that the ladder retaining brace is correctly located by positioning it against the locating ring before engaging the claws of the ladder.

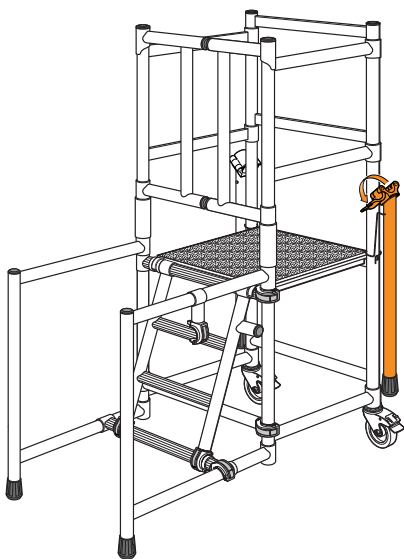
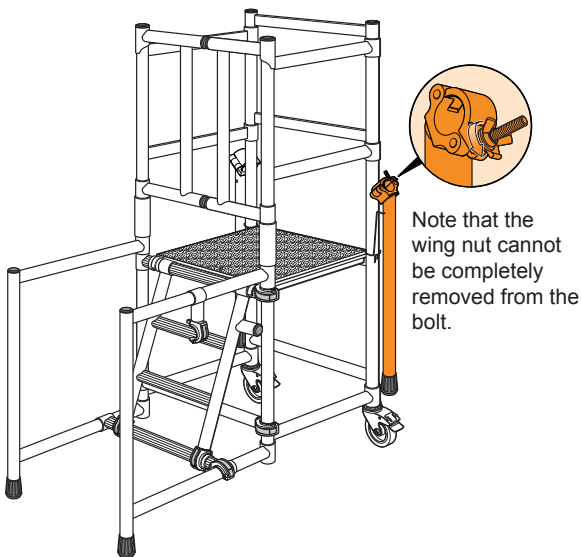




# Setting up

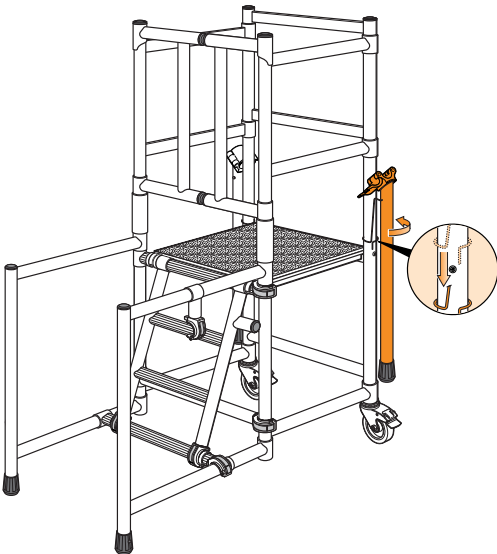
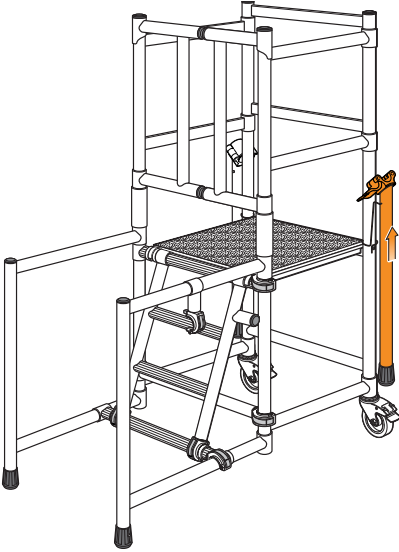
## Deploy the stabilisers

- 12** Unfasten the clamp on the first stabiliser.



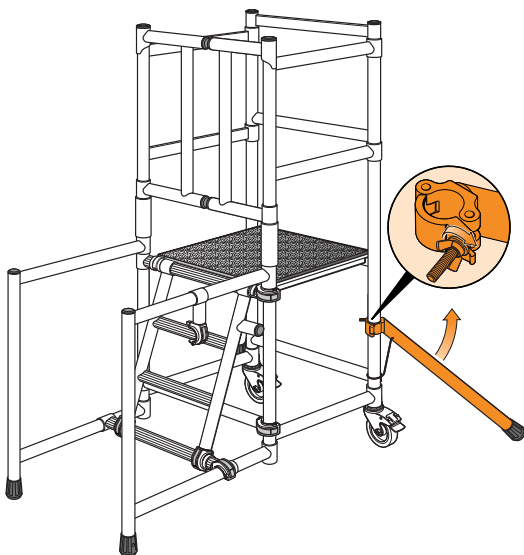
# Setting up

- 13** Lift and turn the stabiliser holding wire clockwise to allow it to move freely and slide it to the bottom of the frame.

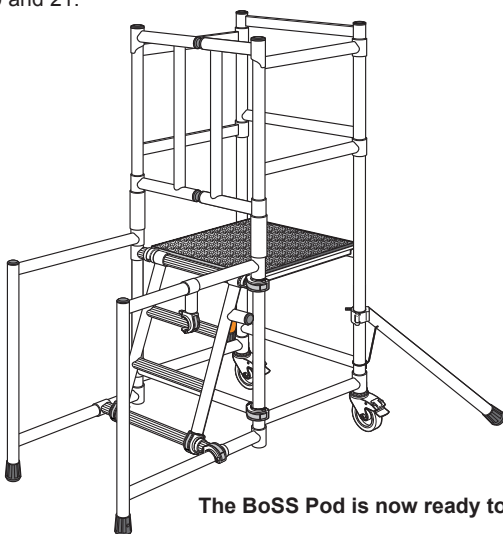


# Setting up

- 14** Lower the stabiliser until it is pushing firmly against the ground and fasten the clamp.



- 15** Repeat the process with the second stabiliser. Ensure that stabilisers are correctly positioned as per guidance on pages 20 and 21.

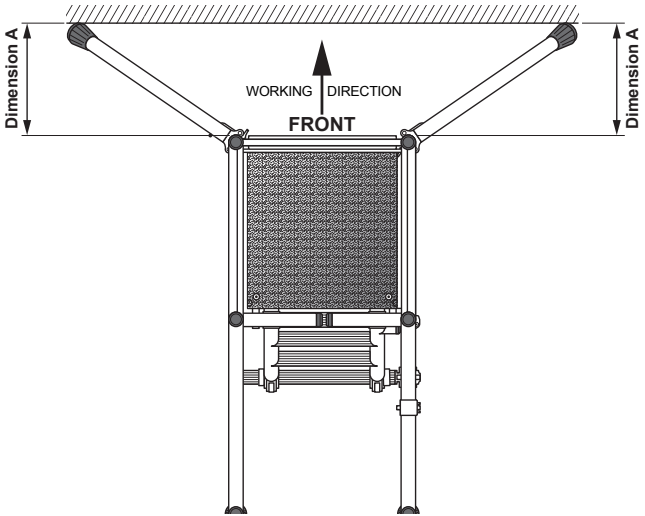


The BoSS Pod is now ready to use.

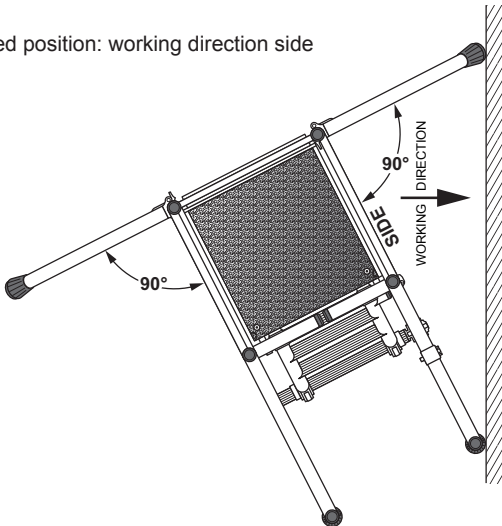
# Setting up

## Stabiliser positioning

The BoSS Pod should only be used with the stabilisers deployed in the positions shown below. Ensure that you use the deployed position appropriate to the working direction.

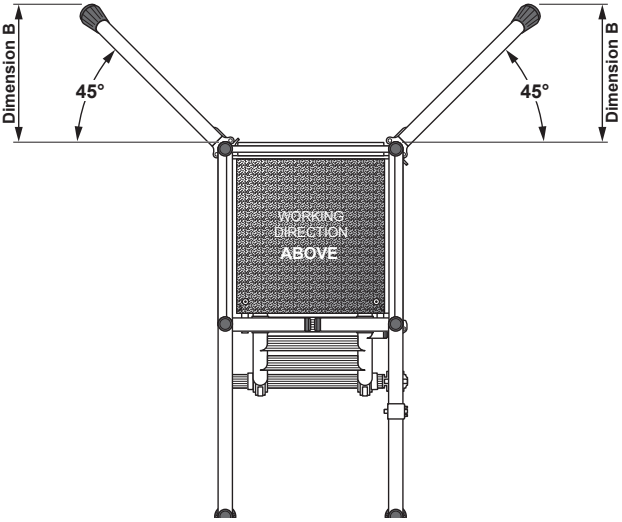


Deployed position: working direction side



# Setting up

Deployed position: working direction above



The stabilisers must be correctly deployed, as shown above, before use.

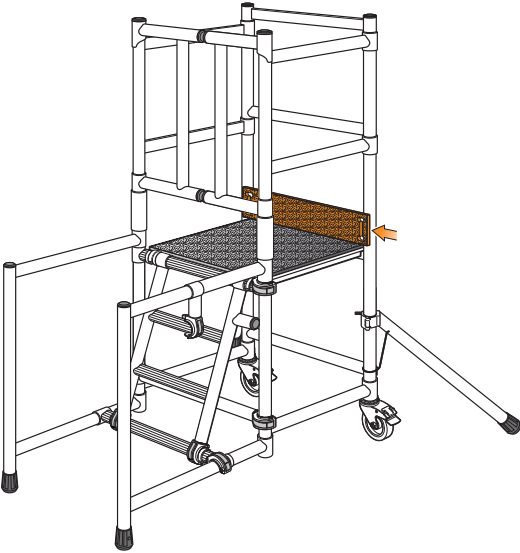
Product	Dimension A	Dimension B
BoSS Pod 1000	450mm	499mm
BoSS Pod 1500	710mm	656mm

# Setting up

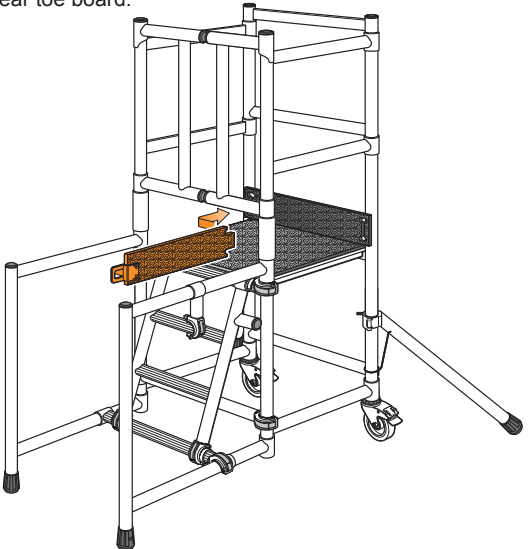
## Accessory - fitting the toe boards

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- 1 Place the rear toe board so that it rests on top of the platform and against the back of the frame.

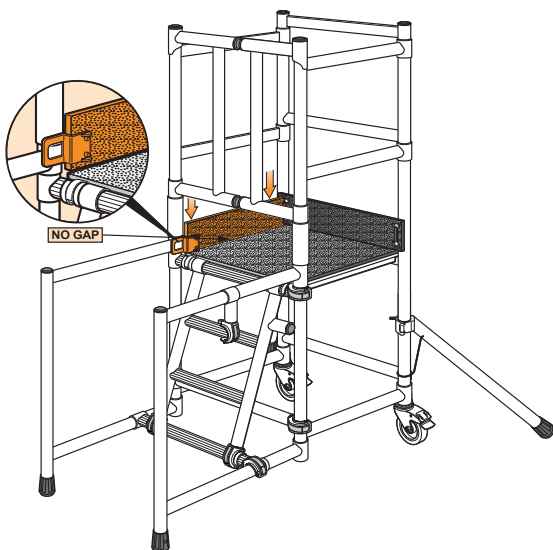
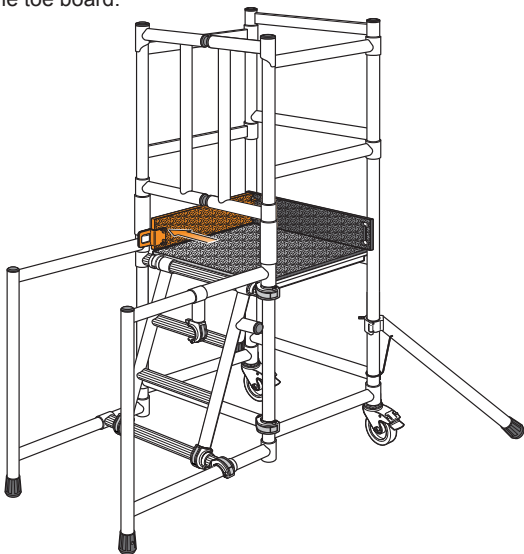


- 2 Slide the side toe board into place, slotting it into the recess on the rear toe board.



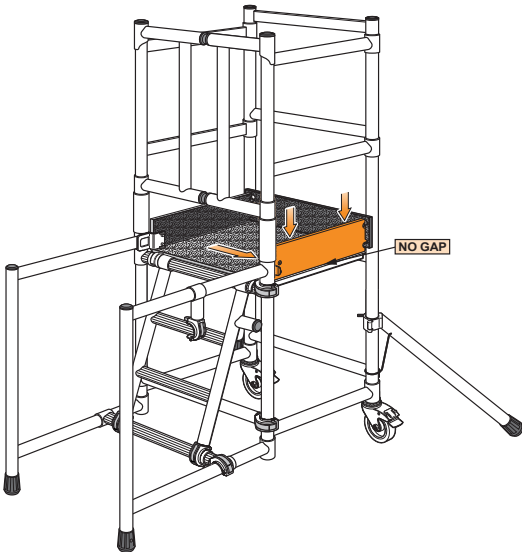
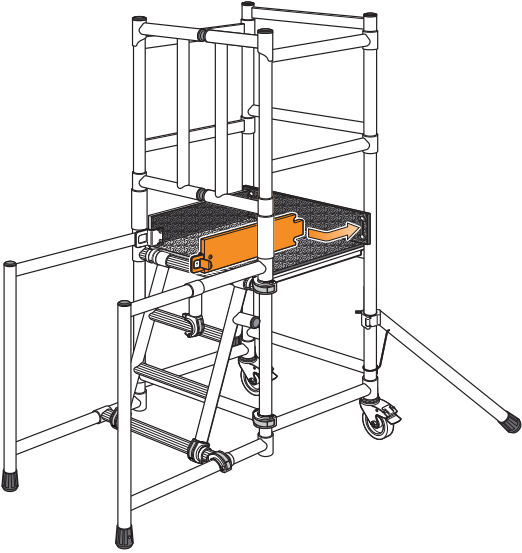
# Setting up

- 3** Clip the toe board against the edge of the front frame and push down to ensure there is no gap between the platform and the toe board.



# Setting up

- 4 Repeat the previous steps to fit the toe board on the opposite side.





# Accessing the platform

## Using the Low-level Work Platform

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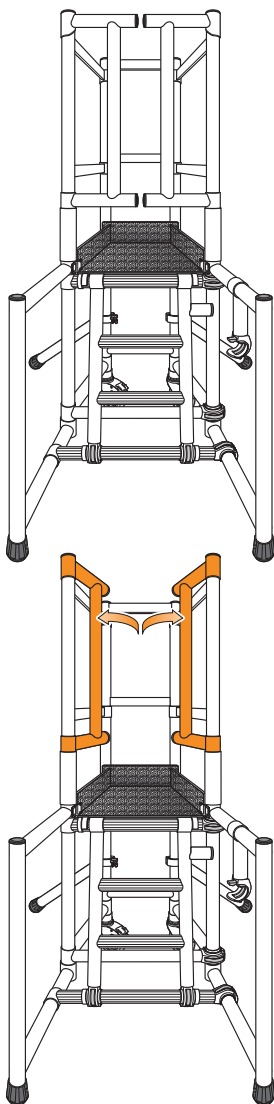
The BoSS Pod is designed for use by one person only. Always work whilst standing on the platform.

Note that the saloon doors are always to be closed when working to provide a fully guardrailed working platform.

Never secure the saloon doors in the open position.

Always enter the unit facing the ladder.

Always exit the unit facing the ladder.



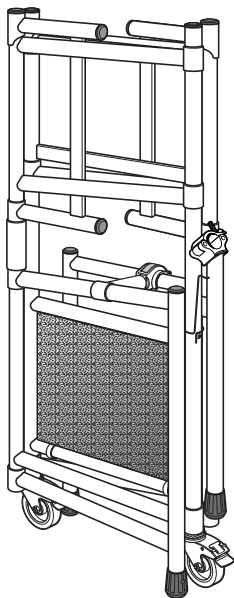
# Closing

## Closing the BoSS Pod

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To fold the BoSS Pod, do the above steps in reverse order. A summary is provided below:

1. Remove the toe boards (sides first) if used.
2. Unclamp the stabilisers and move the holding wire back up the frame and secure into place.
3. Disengage the ladder claws at the base and then lift the platform, allowing the top ladder brace to be disengaged. Then fold the ladder back into the side frame.
4. Detach the horizontal brace.
5. Push the ladder stub into the ladder retaining brace.
6. BoSS Pod 1500 only, ensure that the deck retention catch is engaged.
7. Fold in the left side of the frame.
8. Fold in the right side of the frame.
9. Use the retaining claw to hold the unit in its folded position for storage and transportation.



**Never leave the unit freestanding where it could fall and cause injury or property damage.**



For further information about this product or any other products and services, please contact:

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