


ESTATES SERVICE PROCEDURE			 UNIVERSITY OF LINCOLN
Subject: STATUTORY TESTING MAN SAFE SYSTEMS	ESP 44	Rev.2	
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	Owner: T Tomlinson		

1.0 PURPOSE

The purpose of this procedure is to assist the University of Lincoln Estates Services in discharging their health and safety responsibilities by ensuring that all the fitted man safe systems are inspected and certified annually (up 14 months is permitted to compensate for adverse weather conditions).

2.0 GENERAL

Estates Services currently has an annual inspection and service carried out via our term contractors who subcontract the work to a specialist company.

- 2.1** A certificate of inspection is issued after the servicing has been completed on each building; also each individual safety wire has a weatherproof tag attached repeating the safe working load, date of last inspection and the date the next inspection is due

This is further backed up with before use visual inspections by individual trained operatives, in the event that the repeater tag is not visible on the safety wire, they are not allowed to use that particular safety wire until they have received confirmation from the Estates Services confirming whether that particular wire does indeed have a certificate covering it, which is in date.

3.0 CONTACTS

In the event that man safe wires are identified as not having a weatherproof certificate visible they must be reported via the helpdesk fault reporting system the Universities CAFM system,(on the intranet) and tagged for Trevor Tomlinson to ensure a new weatherproof safety tag is fitted as soon as is reasonably practicable.

- 3.1** A safety wire that does not have a certificate covering it must not be used until it has been recertified.
- 3.2** Copies of all the certificates must be made available on the Universities CAFM system.