

AM-BOSS ACCESS LADDERS

Suspended Ceiling Installation Guide

For suspended ceiling installations using AM-BOSS pull-down access ladders

Application

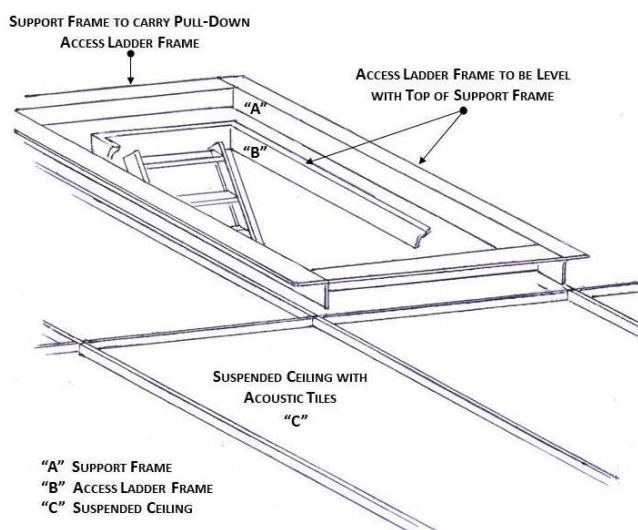
This guide applies to AM-BOSS pull-down access ladders installed within suspended ceiling systems, including tiled ceilings up to 3000 mm high. In a 1200 mm x 600 mm tiled ceiling, the ladder is preferably installed in place of one tile; however, the hinge or opening end of the hatch may intrude into the adjacent tile by approximately 60 mm.

Critical safety and compliance requirements

1. Installation must be undertaken by suitably competent persons using a safe system of work.
2. Before installation, confirm the building-specific requirements under the National Construction Code (NCC), applicable state or territory WHS/OHS law, and any project specification or engineer's instructions.
3. Where the ladder forms part of workplace access, design and installation should be checked against AS 1657:2018 for fixed platforms, walkways, stairways and ladders.
4. Falls must be managed using the hierarchy of control. Do not rely on a ladder where a safer work method is reasonably practicable.
5. The support frame must be securely fixed and braced to a solid structure above the suspended ceiling, such as roof purlins. A lightweight, non-loadbearing suspended ceiling must not be used as the structural support.
6. If a non-AM-BOSS support frame is used, every pre-drilled fixing hole in the AM-BOSS ladder frame must be used to maintain the integrity of the unit.

1. Support Frame

The support frame must be supported from a solid structure above the suspended ceiling. Confirm the structure is capable of supporting the AM-BOSS access ladder, the user, installation loads and any project-specific load requirements before the ladder is used.



IMPORTANT

Read this guide in full before installation, operation or maintenance. Incorrect installation, unsupported framing, missing fixings or premature use of the ladder can result in injury and product damage.

2. Installation Procedure

1. Confirm the ceiling opening and support-frame dimensions before lifting the unit into position.
2. Fit the eyebolt to the access panel before installation.
3. Using two people, lift the fully assembled AM-BOSS ladder into the support-frame opening.
4. Fix the ladder frame to the support frame using the pre-drilled holes at each end of the access hatch.
5. Open the hatch and complete the remaining fixings near the counter-balance system in the middle of the unit.
6. Use the pre-drilled holes on either side of the metal plates without exception.
7. Unfold the ladder carefully. Do not walk on the ladder during adjustment.
8. Adjust the ladder using the adjustment screws and lock nuts until the feet sit evenly on the floor and the hinges are fully closed and butted against each other.
9. Inspect all fixings, frame support, bracing, alignment and operation before handover.

3. Ceiling Cut-Out Sizes

IMPORTANT: Cut-out must not be wider than shown.

Model / Series	Ceiling height range	Cut-out size
Access-Boss™ Commercial Series	Up to 3000 mm	1220 mm x 570 mm
Access-Boss™ Commercial Series	3000 mm to 3945 mm	1520 mm x 570 mm
Access-Boss™ Commercial Series	3950 mm to 3995 mm	1620 mm x 570 mm
Big-Boss™ Commercial Series	Up to 3000 mm	1220 mm x 770 mm
Big-Boss™ Commercial Series	3000 mm to 3945 mm	1520 mm x 770 mm
Big-Boss™ Commercial Series	3950 mm to 3995 mm	1620 mm x 770 mm
*AM-BOSS Inferno-Boss™ Commercial Series	Up to 3000 mm	1290 mm x 645 mm

For ceiling heights from 4000 mm, the cut-out is to be advised. ***For Inferno-Boss™**, clear internal dimensions are 1165 mm x 455 mm and an AM-BOSS manufactured support frame is preferred.

4. Operating and Maintenance Procedure

Opening

1. Engage the hook on the supplied pole into the eyelet at the opening end of the ceiling access panel.
2. Gently pull the door open until it rests against the stops on the adjustment mechanism.
3. Keep control of the pole and panel during opening.
4. Using both hands, unfold and extend the ladder to the floor.
5. Before use, confirm the ladder feet sit securely on the floor and the hinges are fully deployed.

Closing

1. Using both hands, lift the bottom ladder section and fold the ladder sections back onto each other.
2. Use the pole to gently guide the panel upward.
3. Ease the panel closed until it is fully shut.
4. Confirm the counter-balance spring system holds the panel securely closed.

Maintenance and Inspection

All moving parts are factory pre-lubricated. If the unit is operated more than three to five times per day, lubricate all moving parts every two months. Pay particular attention to the pivot point of the linkage arms joined to the side plate with the adjustment system, as this area carries much of the operating load.

Annual inspection required

The whole system must be inspected at least once every year, and corrective action must be taken where wear, damaged components, loose fixings, misalignment, poor support, corrosion or unsafe operation is identified.

