BRITISH STANDARD

BS EN 365:2004
Incorporating corrigendum no. 1

Personal protective equipment against falls from a height — General requirements for instructions for use, maintenance, periodic examination, repair, marking and packaging

The European Standard EN 365:2004 has the status of a British Standard

ICS 13.340.99

British Standards

National foreword

This British Standard was published by BSI. It is the UK implementation of EN 365:2004, incorporating corrigendum July 2006. It supersedes BS EN 365:1993 which is withdrawn.

The UK participation in its preparation was entrusted to Technical Committee PH/5, Industrial safety belts and harnesses.

A list of organizations represented on PH/5 can be obtained on request to its secretary.

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with a British Standard cannot confer immunity from legal obligations.

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EUROPEAN STANDARD

NORME EUROPÉENNE

EUROPÄISCHE NORM

EN 365

September 2004

ICS 13.340.99

Supersedes EN 365:1992
Incorporating corrigendum July 2006

English version

Personal protective equipment against falls from a height - General requirements for instructions for use, maintenance, periodic examination, repair, marking and packaging

Equipements de protection individuelle contre les chutes de hauteur - Exigences générales pour le mode d'emploi, l'entretien, l'examen périodique, la réparation, le marquage et l'emballage

Persönliche Schutzausrüstung zum Schutz gegen Absturz - Allgemeine Anforderungen an Gebrauchsanleitungen, Wartung, regelmäßige Überprüfung, Instandsetzung, Kennzeichnung und Verpackung

This European Standard was approved by CEN on 9 July 2004.

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This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the Central Secretariat has the same status as the official versions.

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EUROPEAN COMMITTEE FOR STANDARDIZATION
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EUROPÄISCHES KOMITEE FÜR NORMUNG

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Contents

Foreword

This document (EN 365:2004) has been prepared by Technical Committee CEN/TC 160 “Protection against falls from a height including working belts”, the secretariat of which is held by DIN.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by March 2005, and conflicting national standards shall be withdrawn at the latest by March 2005.

This document supersedes EN 365:1992.

This document has been prepared under a mandate given to CEN by the European Commission and the European Free Trade Association, and supports essential requirements of EU Directive(s).

For relationship with EU Directive(s), see informative Annex ZA, which is an integral part of this document.

According to the CEN/CENELEC Internal Regulations, the national standards organizations of the following countries are bound to implement this European Standard: Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland and United Kingdom.

Introduction

For safety reasons it is vital that personnel who intend to use personal protective equipment (PPE) and other equipment to control the potential fall related risks associated with access, climbing, and working at height are aware of how to use that equipment properly. It is essential that personnel are trained, assessed as competent and are given written instructions which enables them to select, use, maintain and carry out periodic examinations on PPE or other equipment correctly, and to be aware of the limitations, precautions and the dangers of misuse.

This document is intended to act as a common reference and general requirement standard for existing documents covering PPE and other equipment for protection against falls from a height.

This revision has effectively revised the scope, and has published a more comprehensive list of requirements to reflect the increased range of PPE and other equipment for protection against falls from a height, which has become available in the market place since the standard's original inception in 1992. General requirements for packaging are also included.

1 Scope

This document specifies the minimum general requirements for instructions for use, maintenance, periodic examination, repair, marking and packaging of PPE, which includes body holding devices, and other equipment used in conjunction with a body holding device, to prevent falls, for access, egress and work positioning, to arrest falls and for rescue.

This document is not intended to cover:

1) specific requirements that are only relevant to the particular PPE or other equipment for protection against falls from a height and its use, which should be specified in the relevant document;

2) PPE or other equipment for protection against falls from a height used in any sports or recreational activity.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 361, *Personal protective equipment against falls from a height — Full body harnesses.*

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

3.1
maintenance
act of keeping PPE or other equipment in a safe working condition by preventative actions such as cleaning and providing suitable storage

3.2
periodic examination
act of periodically carrying out an in-depth examination of the PPE or other equipment for defects, e.g. damage or wear

3.3
competent person for periodic examination
person who is knowledgeable of the current periodic examination requirements, recommendations and instructions issued by the manufacturer applicable to the relevant component, subsystem or system

NOTE 1 This person should be capable of identifying and assessing the significance of defects, should initiate the corrective action to be taken and should have the necessary skills and resources to do so.

NOTE 2 A competent person may need to be trained by the manufacturer or his authorised representative on specific PPE or other equipment, e.g. due to its complexity or innovation, or where safety critical knowledge is needed in the dismantling, reassembly, or assessment of the PPE or other equipment, and may need to have that training updated due to modifications and upgrades.

NOTE 3 A person may be competent to carry out periodic examinations on one particular model of PPE or other equipment or may be competent to examine several models.

3.4
manufacturer
maker, authorised representative of a maker or assembler responsible, where relevant, for the design, test and release of the completed component, sub-system or system placed on the market

NOTE In the case of PPE, the holder of the EC type test certificate is the manufacturer.

4 Requirements

4.1 General

The manufacturer shall prepare instructions for use, for maintenance and for periodic examination for each item of PPE or other equipment, in the official languages of the country of destination.

NOTE The instructions for use, for maintenance and for periodic examination may be supplied in separate documents.

4.2 Instructions for use

4.2.1 The instructions for use shall be in a written format, shall be clear, legible and unambiguous, and shall contain appropriate detail, supplemented by diagrams if necessary, to enable the PPE or other equipment to be used correctly and safely.

4.2.2 The instructions for use shall include:

a) name and contact details of the manufacturer or authorised representative as appropriate;

b) statements describing the equipment, its intended purpose, application and limitations;

c) warning about medical conditions that could affect the safety of the equipment user in normal and emergency use;

d) warning that the equipment shall only be used by a person trained and competent in its safe use;

e) warning that a rescue plan shall be in place to deal with any emergencies that could arise during the work;

f) warning against making any alterations or additions to the equipment without the manufacturer's prior written consent, and that any repair shall only be carried out in accordance with manufacturer's procedures;

g) warning that the equipment shall not be used outside its limitations, or for any purpose other than that for which it is intended;

h) advice as to whether the equipment should be a personal issue item, where this is applicable;

i) sufficient information to ensure the compatibility of items of equipment when assembled into a system;

j) warning of any dangers that may arise by the use of combinations of items of equipment in which the safe function of any one item is affected by or interferes with the safe function of another;

k) instruction for the user to carry out a pre-use check of the equipment, to ensure that it is in a serviceable condition and operates correctly before it is used;

NOTE 1 A pre-use check by the user may not be applicable in the case of certain parts of equipment for emergency use which have been pre-packed or sealed by a competent person.

l) features of the equipment that require the pre-use check, the method of checking, and the criteria against which the user can decide whether or not the equipment is defective;

m) warning stating that it is essential for safety that equipment is withdrawn from use immediately should:

1) any doubt arise about its condition for safe use or;

2) it have been used to arrest a fall

and not used again until confirmed in writing by a competent person that it is acceptable to do so;

n) requirements of the anchor device or structural member chosen to serve as the anchor point(s), in particular the minimum required strength, the suitability and the position;

o) where relevant, instructions on how to connect to the anchor device or structure;

p) where relevant, an instruction detailing the correct harness attachment point to use, and how to connect to it;

q) for equipment intended for use in fall arrest systems, a warning to emphasise that it is essential for safety that the anchor device or anchor point should always be positioned, and the work carried out in such a way, as to minimise both the potential for falls and potential fall distance. Where it is essential that the anchor device/point is placed above the position of the user, the manufacturer shall make a statement to that effect;

r) where relevant, an instruction that a full body harness is the only acceptable body holding device that can be used in a fall arrest system;

s) for equipment intended for use in fall arrest systems, a warning to emphasise that it is essential for safety to verify the free space required beneath the user at the workplace before each occasion of use, so that, in the case of a fall, there will be no collision with the ground or other obstacle in the fall path;

t) information on the hazards that may affect the performance of the equipment and corresponding safety precautions that have to be observed e.g.: extremes of temperature, trailing or looping of lanyards or lifelines over sharp edges, chemical reagents, electrical conductivity, cutting, abrasion, climatic exposure, pendulum falls;

u) instructions as relevant on how to protect the equipment against damage during transportation;

v) information on the meaning of any markings and/or symbols on the equipment;

w) statement describing the equipment model, type, identification marks and if appropriate the document and year to which it conforms;

x) where it is a requirement that an EC type examination be carried out by a Notified Body, the name, address and identification number of the Notified Body involved with the design stage and of the Notified Body involved in the production control phase;

y) statement of any known limit to the safe useable life of the product or any part of the product and/or advice on how to determine when the product is no longer safe to use;

z) warning that it is essential for the safety of the user that if the product is re-sold outside the original country of destination the reseller shall provide instructions for use, for maintenance, for periodic examination and for repair in the language of the country in which the product is to be used.

NOTE 2 Any additional relevant information specific to the item of equipment should also be provided.

4.3 Instructions for maintenance

4.3.1 The maintenance instructions shall be clear, legible and unambiguous, and shall contain appropriate detail, supplemented by diagrams if necessary, to enable the PPE or other equipment to be maintained correctly and safely.

4.3.2 The maintenance instructions shall include:

a) cleaning procedures, including disinfection where applicable, without causing adverse effect on the materials used in the manufacture of the equipment, or to the user, and a warning that the procedure is to be strictly adhered to;

b) where appropriate, a warning that when the equipment becomes wet, either from being in use or when due to cleaning, it shall be allowed to dry naturally, and shall be kept away from direct heat;

c) storage procedures, including all necessary preventative requirements where environmental or other factors could affect the condition of components, e.g. damp environment, sharp edges, vibration, ultra-violet degradation;

d) other maintenance procedures as relevant to the equipment, e.g. lubrication.

4.4 Instructions for periodic examinations (see 4.7)

Instructions for periodic examination shall include:

a) warning to emphasize the need for regular periodic examinations, and that the safety of users depends upon the continued efficiency and durability of the equipment;

b) recommendation in regard to the frequency of periodic examinations, taking account of such factors as legislation, equipment type, frequency of use, and environmental conditions. The recommendation shall include a statement to the effect that the periodic examination frequency shall be at least every 12 months;

c) warning to emphasize that periodic examinations are only to be conducted by a competent person for periodic examination and strictly in accordance with the manufacturer's periodic examination procedures;

d) where deemed necessary by the manufacturer, e.g. due to the complexity or innovation of the equipment, or where safety critical knowledge is needed in the dismantling, reassembly, or assessment of the equipment, (e.g. a retractable type fall arrester), an instruction specifying that periodic examinations shall only be conducted by the manufacturer or by a person or organisation authorised by the manufacturer;

e) requirement to check the legibility of the product markings.

4.5 Instructions for repair

Where the manufacturer permits repair, repair instructions shall be supplied in the official languages of the country in which the item is in service. These instructions shall include a statement to the effect that any repair shall only be conducted by a competent person for repair, who has been authorised by the manufacturer, and that the repair procedure shall be strictly in accordance with the manufacturer's instructions.

4.6 Records

Advice shall be given that a record is kept for each component, subsystem and system. The record should contain headings for and spaces to allow entry of the following details:

a) product, (e.g. full body harness), model and type/identification and its trade name;

b) name and contact details of the manufacturer or supplier;

c) means of identification, which could be the batch or serial number;

d) where applicable, the year of manufacture or life expiry date, (refer to 4.2.2 y));

e) date of purchase;

f) any other information as necessary, e.g. maintenance and frequency of use;

g) date first put into use;

h) history of periodic examinations and repairs, to include:

1) dates and details of each periodic examination and repair, and the name and signature of the competent person who carried out the periodic examination or repair;

2) next due date for periodic examination.

NOTE It is the responsibility of the user organisation to provide the record and to enter onto the record the details required. An example of a record is shown in Figure 1.

EQUIPMENT RECORD				
Product:				
Model & type/identification		**Trade name**		**Identification number**
Manufacturer		**Address**		**Tel, fax, email and website**
Year of manufacture/life expiry date		**Purchase date**		**Date first put into use**
Other relevant information (e.g. document number)				
PERIODIC EXAMINATION AND REPAIR HISTORY				
Date	**Reason for entry (periodic examination or repair)**	**Defects noted, repairs carried out and other relevant information**	**Name and signature of competent person**	**Periodic examination next due date**

Figure 1 — Example of a record

4.7 Periodic examination

Manufacturers shall provide all the necessary information and equipment e.g. instructions, checklists, spare parts lists and special tools etc, to enable periodic examinations to be carried out by a competent person.

NOTE Manufacturers may provide training for persons to become competent or for updating competency in the periodic examination of PPE or other equipment, or make arrangements for authorised organisations or persons to be made available.

4.8 Marking

4.8.1 Each item of PPE or other equipment shall be clearly, indelibly and permanently marked by the manufacturer in the official language of the country of destination, by any suitable method not having a harmful effect on the materials so marked, (see example in Figure 2), and shall include at least:

a) means of identification, e.g. manufacturer's name, supplier's name, or trademark;

NOTE 1 When PPE is marked with the supplier's name this should be with the approval of the Notified Body.

b) manufacturer's production batch or serial number or other means of traceability;

c) model and type/identification;

d) number and year of the document to which the equipment conforms;

e) pictogram or other method to indicate the necessity for users to read the instructions for use.

NOTE 2 Any additional relevant marking specific to the item of equipment should also be included.

4.8.2 The characters in the markings shall be legible and unambiguous.

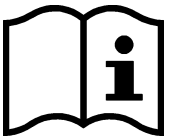
<table>
<tr><td colspan="2">Manufacturer
High-G GmbH</td><td colspan="2">Product
full body harness</td></tr>
<tr><td colspan="2">Model & Type / Identification:
A111</td><td>Serial No:
5567/048</td><td>EN Standard(s)
EN 361</td></tr>
<tr><td>  </td><td colspan="3">(Always read and follow the warnings and instructions for use)</td></tr>
</table>

Figure 2 — Example of marking (items in italics are examples for explanation purposes only)

4.9 Packaging

Manufacturers shall take all reasonable care to ensure that the equipment is sufficiently packaged to prevent damage and deterioration during transportation.

NOTE Where severe environmental conditions exist, or special conditions of supply are detailed, e.g. for long term storage, or transportation requirements, arrangements should be specified by the purchaser and agreed by the manufacturer.

Annex ZA
(informative)

Relationship between this European Standard and the Essential Requirements of EU Directive 89/686/EEC

This European Standard has been prepared under a mandate given to CEN by the European Commission and the European Free Trade Association to provide a means of conforming to Essential Requirements of the EU Directive 89/686/EEC, Annex II.

Once this standard is cited in the Official Journal of the European Communities under that Directive and has been implemented as a national standard in at least one Member State, compliance with the normative clauses of this standard given in Table ZA.1 confers, within the limits of the scope of this standard, a presumption of conformity with the corresponding Essential Requirements of that Directive and associated EFTA regulations.

Table ZA.1 – Correspondence between this European Standard and Directive 89/686/EEC

Clause(s)/sub-clause(s) of this EN	Essential Requirements (ERs) of Directive 89/686/EEC, Annex II
4.1, 4.3, 4.4, 4.5, 4.6, 4.7	1.4 Information supplied by the manufacturer
4.2	1.4 Information supplied by the manufacturer 2.4 PPE subject to ageing 3.1.2.2 Prevention of falls from a height
4.8	2.12 PPE bearing one or more identification or recognition marks directly or indirectly relating to health and safety

Warning: Other requirements and other EU Directives may be applicable to the products falling within the scope of this standard

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