

63-05 Automatic Rising Bollards

Date: 13 Feb 2019 Version: 1

Unit of Measure: Nr

Summary						
Frequencies	Tasks					
6M (Months) 15 mins	1					
12M (Months) 60 mins	2 3					
Annual Timing	90 mins					

Introduction

Automatic rising bollards provide automated vehicle access control and management for driveways, private roads and vehicle entrances in locations where gates or barrier systems are impractical. They use either an electro-mechanical, hydraulic or pneumatic drive system installed into the foundation to raise and retract the bollard. The drive system is wired back to a control panel which may in turn be interfaced to a remote control unit, keypad or telephone dial-in.

Inform client before withdrawing or restoring electricity supply to bollard.

Isolation electrically should be secure i.e. it should either be at the point of work or precautions should be taken to prevent anyone else switching on again when work is in progress. This may require a Permit To Work.

Consideration should be given to the discharge of secondary energy i.e. steam, pressurised water, hot oil, hot surfaces etc.

Make sure there is a safe system of works in place when undertaking this PPM.

Please refer to the overarching introduction (SFG 00-01) to make sure you are of the correct skill level as indicated within the task schedule to carry out the described works. Ensure you have read and understood the manufacturer's recommendations, carried out risk assessment(s) on each item of plant to identify the correct frequency of maintenance, identified all safety procedures that need to be applied and recorded in order to carry out the work in a safe and reliable manner.

Display Order	Tasks									
	Routine ma	outine maintenance								
	Criticality:	Amber	Frequency:	6M	Skill Set:	Competent Person				
	Action:	Visually inspect the condition and security of the external parts of the bollard and housing and check for damage or deterioration.								
		Clean the external components in accordance with the manufacturer's recommendations.								
	Ensure that the reflecting film is in good condition and replace if necessary. Ensure that any warning lights are operating correctly.									
1										
		Check the efficiency of the locking/unlocking key.								
		Check that the control un	it and any inte	grated access devices are	operating cor	rectly.				
		Check that any safety sys	stems and prox	kimity sensors are operatin	g correctly.					
	Notes:									

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	Flectrical m	naintenance							
	Criticality:	Amber	Frequency: 12M	Skill Set:	Electrical				
	Action:	Check and tighten	all electrical connections as necessary.						
2		Check condition of flexible conduits, wiring and insulation.							
	Carry out earth continuity test in accordance with the current edition of the IET wiring regulations								
		Carry out insulation resistance test in accordance with the current edition of the IET wiring regulations							
	Notes:								
	Full service								
	Criticality:	Amber	Frequency: 12M	Skill Set:	Specialist				
	Action:	Disconnect the ele							
		Remove and clean the bollard components in accordance with the manufacturer's recommendations.							
		Clean the pit using a vacuum to remove any deposited materials. Warning: Beware of sharps such as discarded needles.							
		Clean any drained water from the bottom of the pit. If there is a connection from the outer casing to a soakaway check that this is clear.							
		Check the lower stop gaskets and replace if necessary.							
		Check for oil leaks affecting the drive piston and rectify if necessary (hydraulic systems only).							
		Check the hydraulic unit (where applicable) and top up the oil if necessary.							
		Check that all screws are correctly tightened.							
		Clean the drive cylinder and touch up the paintwork where necessary.							
3	Check the condition of all electrical terminations and wiring.								
		Remove the control box cover and check connections are secure.							
		Visually inspect all	control box internal components.						
		Refit control box co	over and reinstall the bollard.						
		Reconnect electric	ity supply and test the system.						
		Ensure that the reflecting film is in good condition and replace if necessary.							
		Ensure that any wa	arning lights are operating correctly.						
		Check the efficience	cy of the locking/unlocking key.						
		Check that the bollard raises and retracts properly.							
		Check that the control unit and any integrated access devices are operating correctly.							
		Check that any safety systems and proximity sensors are operating correctly.							
		Check that the eme	ergency manouvre/emergency release is	working properly.					





Issue a service report to the responsible person.

Notes: