

<b><u>Instructions</u></b>	
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[illegible][illegible][illegible]

D Overspeed Governor													
1	Manually check governor tripping (type).				✓						✓		
2	Check governor groove for wear (type).				✓						✓		
3	Check electrical trip (type).				✓						✓		
4	Check governor/pulley bearing lubrication				✓						✓		

E Circuit Breakers/Main Switches													
1	Check contacts				✓						✓		

F Machine Room Lighting & Pulley Room Lighting and Shaft Lighting													
1	Check operation of lighting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
2	Check operation of emergency lighting				✓						✓		

G Stop Switches													
1	Check operation of emergency stop switches.	✓			✓			✓			✓		

H Lift Car													
1	Check operation of call buttons inc.tell tale lights and momentary tone			✓			✓			✓			✓
2	Check position indicator	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	Check key switches			✓			✓			✓			✓
4	Check alarm and autodialler including pictorams	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5	Check all car lighting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6	Check handrail security			✓			✓			✓			✓
7	Check voice synthesier	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
8	Check hearing loop			✓			✓			✓			✓
9	Check levelling up & down	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
10	Check starting & stopping up & down	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
11	Check telephone	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
12	Test lift emergency lighting by mains			✓									
13	Check door closing force by pressure gauge (type).			✓									
14	Check car top controls	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
15	Clean car top & all equipment			✓			✓			✓			✓
16	Test circuit & operation of car top socket.				✓								
17	Observe operation of guide shoes on test cont.	✓			✓			✓			✓		
18	Check wear to guide shoes.				✓						✓		
19	Check guide shoe fixings & spring tension.				✓						✓		
20	Check rubber isolation & bottom fixings.				✓								
21	Visually check/test load weighing devices				✓								
22	Check security keypad operation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
23	Check lift lighting & diffusers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
24	Check operation of car top light	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
25	Check termination box connections	✓			✓			✓			✓		
26	Check calibrate load weighting				✓								
27	Check, lubricate rope pulley	✓			✓			✓			✓		

I Lift Door Operator & Car Door													
1	Check operation of electrical interlocks.			✓			✓			✓			✓
2	Check air cord tension & anchorage's.			✓			✓			✓			✓

3	Check wear on door bottom guide shoes.			✓			✓			✓			✓	
4	Clean sill groove & top track.			✓			✓			✓			✓	
5	Check top track rollers & upthrust rollers.			✓			✓			✓			✓	
6	Check lubrication to door chains, bearings.			✓			✓			✓			✓	
7	Check door drive belt tension			✓			✓			✓			✓	
8	Check lubrication of door operator coupler						✓						✓	
9	Check operation of door protection device	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
10	Check operation of door motor brake			✓			✓			✓			✓	
11	Check operation and clearance of door operator control switches			✓			✓			✓			✓	
12	Retiring cam : check, clean core			✓			✓			✓			✓	
13	Check door motor brushes			✓			✓			✓			✓	
14	Check retiring cam			✓			✓			✓			✓	
15	Check pulley alignment of belt			✓			✓			✓			✓	

J Landing Doors														
1	Check electrical/mechanical interlocks.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
2	Check air cords for wear & tension/anchorage			✓			✓			✓			✓	
3	Check bottom door guide shoes.			✓			✓			✓			✓	
4	Clean sills, grooves & top track.			✓			✓			✓			✓	
5	Check top track rollers & kicking rollers.			✓			✓			✓			✓	
6	Check lubrication to linkage & pivots.			✓			✓			✓			✓	
7	Check operations & condition of lock, beaks etc.			✓			✓			✓			✓	

K Ropes & Rope Anchorage's														
1	Check Condition				✓						✓			
2	Check security of rope anchorage's.				✓						✓			
3	Check equal rope tension				✓						✓			
4	Lubricate rope (type)				✓						✓			
5	Check rope clip tightness				✓						✓			

L Guide Rail and Fixings														
1	Check guide and guide rail fixings				✓						✓			
2	Lubricate guides (not roller)				✓				✓					

M Ram Assembly														
1	Inspect bearings of sheaves and pulleys. Lubricate.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
2	Ensure that keys and fixing bolts of sheaves and pulleys are secure and check for visible cracks and corrosion. Inspect	✓			✓			✓			✓			
3	Check ram seals & drain bottles	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
4	Check guide shoes on yoke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
5	Check integrity of drain hose	✓			✓			✓			✓			
6	Lubricate guides	✓			✓			✓			✓			
7	Check buffers and pitprop.	✓			✓			✓			✓			
8	Ensure main tie bolts are secure.	✓			✓			✓			✓			
9	Inspect control rope and chain, rope and gripper and terminal stops.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
10	Ensure ram heads bolts and cylinder fixing bolts are secure. Check for visible signs of corrosion.	✓			✓			✓			✓			
11	Check overrun and cut-off devices.	✓			✓			✓			✓			

