

## SS 8.2 - SERVICE LIFTS

<b>Address:</b>			
<b>Provided by (name):</b>			
<b>Equipment Register</b>			
	<b>Make</b>	<b>Model</b>	<b>Location</b>
1			
2			
3			
4			
5			
6			
<b>Performance/Installation Standard</b>		<input type="checkbox"/> Rules for Power Lifts Not Exceeding 750 Watts (1 H.P.) (Historical) <input type="checkbox"/> Specifically Designed Alternative Solution	
<b>Inspections and Maintenance Standard:</b>		<input type="checkbox"/> Comp. Schedule Handbook <input type="checkbox"/> Rules for Power Lifts Not Exceeding 750 Watts (1 H.P.) <input type="checkbox"/> Specifically designed solution provide details separately	
<b>As a minimum these inspections and maintenance procedures will be carried out:</b>		Planned preventative maintenance and responsive maintenance will be carried out in accordance with the nominated performance and inspection standard or document to ensure the system will operate as required. See below.	
<b>Inspections and Maintenance:</b> <i>Annual Inspections</i>		<p><b>Machinery spaces</b></p> <ul style="list-style-type: none"> <li>• Visual inspection of machine beams and supports</li> <li>• Check security of machine room door</li> <li>• Clean the machinery space and clear of all rubbish</li> <li>• Check lighting functions within the machinery space</li> <li>• Check the condition of the controller</li> <li>• Check the governor and position devices</li> <li>• Check for the presence of circuit diagrams, manual and log book</li> </ul> <p><b>Machinery</b></p> <ul style="list-style-type: none"> <li>• Check sheaves, pulleys and drums with special attention to the grooves</li> <li>• Check the condition and operation of the brake and the condition of brake linings</li> <li>• Check the running of the lift machinery</li> <li>• Check the condition of drive belts</li> </ul> <p><b>Lift Well</b></p> <ul style="list-style-type: none"> <li>• Inspect and test any safety gear</li> <li>• Visual check of lift well enclosure</li> <li>• Check hoisting ropes for equal tension, attachments and terminations are correct and in good condition, number of broken wires within acceptable limits, fraying not been shed, all ropes of similar condition, correct length of rope</li> <li>• Visual check of guide rails for integrity, straightness and security</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Check condition of guide shoes or rollers</li> </ul> <p><b>Lift Pit</b></p> <ul style="list-style-type: none"> <li>• Remove any rubbish from the lift pit</li> <li>• Check lighting in the pit functions</li> <li>• Check dryness of pit</li> <li>• Visual check of buffer condition and other pit components</li> </ul> <p><b>Landing Stations</b></p> <ul style="list-style-type: none"> <li>• Check door locks</li> <li>• Check lift controls for correct operation</li> </ul> <p><b>Lift Car</b></p> <ul style="list-style-type: none"> <li>• Check car doors or safety barriers</li> <li>• Check lift car lighting</li> </ul> <p><b>Hydraulic systems</b></p> <ul style="list-style-type: none"> <li>• Visual check of the hydraulic system, including hoses, ram and cylinder</li> <li>• Check caisson for moisture</li> <li>• Check operation of anti creep device</li> <li>• Check the operation of control and auxiliary valves</li> </ul> <p><b>Operation</b></p> <ul style="list-style-type: none"> <li>• Check operation of terminal stopping devices, slack rope switch and any emergency switch</li> <li>• Check landing door interlocks and opening of the door when the car is away from the landing</li> </ul> <p><b>General</b></p> <ul style="list-style-type: none"> <li>• Visually check for any repairs or modifications carried out</li> <li>• Where the system is connected to the building's emergency warning system, testing of the interface between the two systems should be carried out annually</li> </ul>
<p><b>Reporting:</b></p>	<p>The owner must keep records of all inspections, maintenance and repairs undertaken in the previous 24 months. The records must be kept with the compliance schedule and as a minimum, include:</p> <ul style="list-style-type: none"> <li>• Details of any inspection, test or preventative maintenance carried out. Include dates, work undertaken, faults found, remedies applied, and the person who performed the work.</li> <li>• A Form 12A provided by an IQP annually</li> </ul>

The information above is used to help generate the compliance schedule. If you are unsure of how to fill in this form please consult an IQP who is registered for the system above.