



Department of Labor and Training - Division of Occupational Safety - Elevator Unit

ELECTRIC ELEVATOR INSPECTION CHECK LIST

Date: _____ State I.D. Number: _____

Location of Elevator: _____ Phone Number: _____

Passenger _____ Freight _____ Capacity _____ Speed _____ Last Inspected _____ Elevator Co _____

Inspected By: _____ RI License No.: _____ Signature: _____

Signature of person interviewed _____

Safety Test Information: Annual _____ 5 Year Full Load _____ 5 Year Governor Calibration _____

Key Code: No Deficiencies - ✓ Needs Repair - NR Not Applicable - NA

INSIDE OF CAR

- Door reopening device _____
Stop switch _____
Operating control devices _____
Car floor and landing sill _____
Car lighting _____
Car emergency signal _____
Car door or gate _____
Door closing force _____
Power closing of doors or gates _____
Power opening of doors or gates _____
Car vision panel & glass car doors _____
Car enclosures _____
Emergency exits _____
Ventilation _____
Signs & operating devices symbols, A/V _____
Rated load, platform area & data plate _____
Standby power operation _____
Restricted opening of car or hoistway doors _____
Car ride _____

MACHINE ROOM

- Headroom _____
Access to machine space _____
Lighting and receptacles _____
Enclosure of machinery space _____
Housekeeping _____
Ventilation _____
Fire extinguisher _____
Pipes, wiring and ducts _____
Guarding of exposed equipment _____
Numbering of elevators, machines and disconnect switches _____
Disconnecting means & control _____
Controller wiring, fuses, grounding _____
Static control _____
Overhead beam and fastenings _____

MACHINE ROOM (cont.)

- Drive machine brake _____
Drive machines _____
Gears and bearings _____
Winding drum machine _____
Belt or chain drive machine _____
Motor generator _____
Absorption of regenerated power _____
AC drives from DC source _____
Traction sheave _____
Secondary & deflector sheaves _____
Rope fastenings _____
Terminal stopping devices _____
Slack cable switch _____
Governor, overspeed switch & seal _____
Car safeties _____

TOP OF CAR

- Top of car stop switch _____
Car top light and outlet _____
Top of car operating device _____
Top of car clearance & refuge space _____
Top counterweight clearance _____
Car overhead, deflector sheave _____
Normal terminal stopping device _____
Final terminal stopping device _____
Broken rope, chain, or tape switch _____
Car leveling device _____
Crosshead data plate _____
Top emergency exit _____

INSIDE HOISTWAY

- Counterweight & counterweight buffer _____
Floor & emergency identification numbering _____
Hoistway construction _____
Hoistway smoke control _____

INSIDE HOISTWAY (cont.)

- Pipes, wiring and ducts _____
Windows, projection & setbacks _____
Hoistway clearances _____
Multiple hoistway _____
Traveling cables, junction boxes _____
Hoistway doors & elevator gate equipment _____
Car frame and stiles _____
Guide rails, fastening, equipment _____
Governor rope _____
Governor releasing carrier _____
Wire rope fastening & hitch plate _____
Suspension rope _____
Compensating ropes & chains _____
Hoistway door locking device _____
Access to hoistway _____
Power closing of hoistway doors _____
Hoistway enclosure _____
Elevator parking device _____
Emergency door contacts _____

PIT

- Pit access, lighting & stop switch and condition _____
Bottom clearance and run by _____
Car and counterweight buffer _____
Final terminal stopping device _____
Normal terminal stopping devices _____
Traveling cables _____
Car frame and platform _____
Car safeties _____
Counterweight safeties _____
Counterweight guard _____
Stop switch _____
FIREFIGHTER'S SERVICE _____
MISCELLANEOUS CHECKS _____
Registration number stamped/marked _____
Certificate posted _____

CODE VIOLATIONS: -

*Per R.I.G.L. 23-33-24, violations must be abated within 30 days from the above inspection date.