

TRACTION ELEVATOR INSPECTION REPORT

BUILDING NAME: _____

BUILDING NUMBER: _____ ELEVATOR NUMBER: _____

ADDRESS: _____

BUILDING REPRESENTATIVE: _____

CONTACT NUMBER: _____

DATE OF INSPECTION: _____ ASME A17.1 CODE YEAR: _____

TYPE OF ELEVATOR: PASSENGER____ SERVICE____ FREIGHT____ CARTLIFT____ DUMBWAITER____

MATERIAL LOADING CLASS: A____ B____ C1____ C2____ C3____

MACHINE: OVERHEAD GEARED____ GEARLESS____ WINDING DRUM____ BASEMENT GEARED____

MANUFACTURER: _____

CAPACITY (LBS): _____ CONTRACT SPEED(FPM): _____

1.0 ELEVATOR TEST DATA

1.1 FULL LOAD SPEED: UP____ DOWN____ EMPTY SPEED: UP____ DOWN____

1.2 MOTOR VOLTS: UP DOWN MOTOR AMPS: UP DOWN

FULL LOAD: _____ FULL LOAD: _____

BALANCE LOAD: _____ BALANCE LOAD: _____

EMPTY CAR: _____ EMPTY CAR: _____

1.3 TYPE OF SAFETY: A____ B____ C____

CAR SLIDE DISTANCE: _____ COUNTERWEIGHT SLIDE DISTANCE: _____

1.4 GOVERNOR TRIP SPEED: CAR _____ COUNTERWEIGHT _____

1.5 OVERSPEED SWITCH TRIP SPEED: CAR _____ COUNTERWEIGHT _____

1.6 SPEED REDUCING SWITCH: CAR _____ COUNTERWEIGHT _____

1.7 GOVERNOR ROPE PULL THROUGH FORCE (LBF): CAR _____ COUNTERWEIGHT _____

1.8 LOWER AND HOLD WITH 125% RATED LOAD: PASS____ FAIL____

1.9 UNINTENDED MOTION DEVICE STOPPING DISTANCE: 125% LOAD DOWN____ EMPTY CAR UP____

1.10 OIL BUFFER TEST: CAR FULL LOAD PASS____ FAIL____ COUNTERWEIGHT EMPTY CAR PASS____ FAIL____

1.11 OIL BUFFER RETURN TEST: CAR BUFFER-PASS____ FAIL____ COUNTERWEIGHT PASS____ FAIL____

1.12 ONE HOUR RUN TEST: PASS____ FAIL____ MOTOR TEMPERATURE: START____ FINISH____

1.13 DOOR SPEED (SEC): CLOSE____ OPEN____ CLOSING FORCE (LBF) _____

INSPECTOR SIGN _____ BUILDING NAME/# _____ ELEVATOR# _____

November 1, 2023

TRACTION ELEVATOR INSPECTION REPORT

2.0 ELEVATOR MACHINE ROOM

| | | | |
|---|---------|---------|--------|
| 2.1 ACCESS TO MACHINE ROOM | PASS___ | FAIL___ | N/A___ |
| 2.2 HEADROOM (7 FEET MINIMUM) | PASS___ | FAIL___ | N/A___ |
| 2.3 LIGHTING AND GFCI RECEPTACLES | PASS___ | FAIL___ | N/A___ |
| 2.4 MACHINE SPACE | PASS___ | FAIL___ | N/A___ |
| 2.5 HOUSEKEEPING – CLEANED AND PAINTED | PASS___ | FAIL___ | N/A___ |
| 2.6 HVAC – VENTILATION | PASS___ | FAIL___ | N/A___ |
| 2.7 FIRE EXTINGUISHER | PASS___ | FAIL___ | N/A___ |
| 2.8 GUARDS ON EQUIPMENT | PASS___ | FAIL___ | N/A___ |
| 2.9 PIPE, DUCT, WIRING AND BUSHINGS | PASS___ | FAIL___ | N/A___ |
| 2.10 NUMBER EQUIPMENT | PASS___ | FAIL___ | N/A___ |
| 2.11 FUSED DISCONNECT – SHUNT TRIP BREAKER | PASS___ | FAIL___ | N/A___ |
| 2.12 CONTROLLER FUSES AND OVERLOADS | PASS___ | FAIL___ | N/A___ |
| 2.13 BONDING WIRE AND GROUNDING | PASS___ | FAIL___ | N/A___ |
| 2.14 INSPECTION CONTROL | PASS___ | FAIL___ | N/A___ |
| 2.15 ABSORPTION OF REGENERATIVE DRIVE | PASS___ | FAIL___ | N/A___ |
| 2.16 GOVERNOR, OVERSPEED SWITCH TESTED AND SEALED | PASS___ | FAIL___ | N/A___ |
| 2.17 CODE DATA PLATE | PASS___ | FAIL___ | N/A___ |
| 2.18 DRIVE MACHINE AND SHEAVE | PASS___ | FAIL___ | N/A___ |
| 2.19 DRIVE MACHINE BRAKE | PASS___ | FAIL___ | N/A___ |
| 2.20 WINDING DRUM MACHINE, SLACK ROPE SWITCH AND ROPE FASTENING | PASS___ | FAIL___ | N/A___ |
| 2.21 GEARS, BEARINGS AND FLEXIBLE COUPLINGS | PASS___ | FAIL___ | N/A___ |
| 2.22 MOTOR GENERATOR SET | PASS___ | FAIL___ | N/A___ |
| 2.23 ROPE GRIPPER/SECONDARY BRAKE | PASS___ | FAIL___ | N/A___ |
| 2.24 SECONDARY LEVEL AND DEFLECTOR SHEAVES | PASS___ | FAIL___ | N/A___ |
| 2.25 DEADEND HITCH PLATES | PASS___ | FAIL___ | N/A___ |
| 2.26 MAINTENANCE CONTROL PROGRAM AND RECORDS | PASS___ | FAIL___ | N/A___ |
| 2.27 MONTHLY FIRE SERVICE TEST LOG | PASS___ | FAIL___ | N/A___ |
| 2.28 EMERGENCY POWER OPERATION (FULL LOAD IN CAR) | PASS___ | FAIL___ | N/A___ |
| 2.29 EARTHQUAKE INSPECTION AND TESTS | PASS___ | FAIL___ | N/A___ |
| 2.30 SMOKE DETECTORS_____ HEAT DETECTORS_____ SPRINKLERS_____ | PASS___ | FAIL___ | N/A___ |

TRACTION ELEVATOR INSPECTION REPORT

3.0 ELEVATOR HOISTWAY – INSIDE

| | | | |
|--|---------|---------|--------|
| 3.1 ACCESS TO HOISTWAY – CARTOP AND PIT | PASS___ | FAIL___ | N/A___ |
| 3.2 HOISTWAY AND PIT LIGHTING | PASS___ | FAIL___ | N/A___ |
| 3.3 HOISTWAY ENCLOSURE | PASS___ | FAIL___ | N/A___ |
| 3.4 HOISTWAY DEVIDER BEAMS AND LEDGES | PASS___ | FAIL___ | N/A___ |
| 3.5 ENTRANCE FRAMES (FULLY GROUTED) | PASS___ | FAIL___ | N/A___ |
| 3.6 DUST COVERS ² , FACIAS, TOP AND BOTTOM SHEAR GUARDS | PASS___ | FAIL___ | N/A___ |
| 3.7 VISION PANELS | PASS___ | FAIL___ | N/A___ |
| 3.8 HOISTWAY DOORS | PASS___ | FAIL___ | N/A___ |
| 3.9 HOISTWAY DOOR LOCKING DEVICES | PASS___ | FAIL___ | N/A___ |
| 3.10 MECHANICAL HOISTWAY DOOR CLOSURE | PASS___ | FAIL___ | N/A___ |
| 3.11 EMERGENCY DOORS IN BLIND HOISTWAY | PASS___ | FAIL___ | N/A___ |
| 3.12 HOISTWAY VENTILATION | PASS___ | FAIL___ | N/A___ |
| 3.13 TRAVELING CABLE SUSPENSION | PASS___ | FAIL___ | N/A___ |
| 3.14 TOP OF COUNTERWEIGHT CLEARANCE AND RUNBY | PASS___ | FAIL___ | N/A___ |
| 3.15 BOTTOM OF CAR CLEARANCE, RUNBY AND REFUGE SPACE | PASS___ | FAIL___ | N/A___ |
| 3.16 COUNTERWEIGHT, FRAME AND ROLLER GUIDES | PASS___ | FAIL___ | N/A___ |
| 3.17 COUNTERWEIGHT SHEAVE OR SHACKLES AND HITCH PLATE | PASS___ | FAIL___ | N/A___ |
| 3.18 COUNTERWEIGHT SAFETIES | PASS___ | FAIL___ | N/A___ |
| 3.19 CAR OVERHEAD AND DEFLECTOR SHEAVE CLEARANCE | PASS___ | FAIL___ | N/A___ |
| 3.20 NORMAL TERMINAL STOPPING DEVICES | PASS___ | FAIL___ | N/A___ |
| 3.21 FINAL TERMINAL STOPPING DEVICES | PASS___ | FAIL___ | N/A___ |
| 3.22 CAR AND COUNTERWEIGHT BUFFERS AND TAGS | PASS___ | FAIL___ | N/A___ |
| 3.23 PIT STOP SWITCHES | PASS___ | FAIL___ | N/A___ |
| 3.24 GOVERNOR ROPE TENSION SHEAVE | PASS___ | FAIL___ | N/A___ |
| 3.25 GUIDE RAILS, BRACKETS AND FASTENERS | PASS___ | FAIL___ | N/A___ |
| 3.26 COMPENSATION CHAINS – ROPES AND SHEAVE | PASS___ | FAIL___ | N/A___ |
| 3.27 FLOOR NUMBERS AND EMERGENCY IDENTIFICATION | PASS___ | FAIL___ | N/A___ |
| 3.28 PIPE, DUCT, WIRING AND BUSHINGS | PASS___ | FAIL___ | N/A___ |
| 3.29 EARTHQUAKE INSPECTION AND TESTS | PASS___ | FAIL___ | N/A___ |
| 3.30 SMOKE DETECTORS_____ HEAT DETECTORS_____ SPRINKLERS_____ | PASS___ | FAIL___ | N/A___ |

TRACTION ELEVATOR INSPECTION REPORT

4.0 ELEVATOR CAR – OUTSIDE

| | | | |
|---|---------|---------|--------|
| 4.1 CROSSHEAD DATA, HOIST ROPE AND GOVERNOR ROPE TAGS | PASS___ | FAIL___ | N/A___ |
| 4.2 STOP SWITCH | PASS___ | FAIL___ | N/A___ |
| 4.3 LIGHT AND GFCI RECEPTACLES – TOP AND BOTTOM | PASS___ | FAIL___ | N/A___ |
| 4.4 CARTOP OPERATING DEVICE | PASS___ | FAIL___ | N/A___ |
| 4.5 DOOR REOPENING DEVICE | PASS___ | FAIL___ | N/A___ |
| 4.6 DOOR OPENING RESTRICTOR | PASS___ | FAIL___ | N/A___ |
| 4.7 CLEARANCE, REFUGE SPACE AND CARTOP RAILING | PASS___ | FAIL___ | N/A___ |
| 4.8 CAR LEVELING DEVICE | PASS___ | FAIL___ | N/A___ |
| 4.9 CARTOP EMERGENCY EXIT AND SAFETY SWITCH | PASS___ | FAIL___ | N/A___ |
| 4.10 ELEVATOR NUMBER – TOP, BOTTOM AND COUNTERWEIGHT GUARD | PASS___ | FAIL___ | N/A___ |
| 4.11 PIPE, DUCT, WIRING AND BUSHINGS | PASS___ | FAIL___ | N/A___ |
| 4.12 HOISTWAY RUNNING CLEARANCE | PASS___ | FAIL___ | N/A___ |
| 4.13 CAR DOOR OPERATOR | PASS___ | FAIL___ | N/A___ |
| 4.14 TRAVELING CABLE SUSPENSION AND RUNNING CLEARANCE | PASS___ | FAIL___ | N/A___ |
| 4.15 CROSSHEAD, SIDE STILES AND SAFETY PLANK | PASS___ | FAIL___ | N/A___ |
| 4.16 CAR SAFETIES | PASS___ | FAIL___ | N/A___ |
| 4.17 GOVERNOR ROPE AND RELEASE CARRIER | PASS___ | FAIL___ | N/A___ |
| 4.18 HOIST ROPES, CARTOP SHEAVE OR SHACKLES AND HITCH PLATE | PASS___ | FAIL___ | N/A___ |
| 4.19 CAR PLATFORM GUARD – TOE GUARD | PASS___ | FAIL___ | N/A___ |

5.0 ELEVATOR CAR – INSIDE

| | | | |
|---|---------|---------|--------|
| 5.1 CAR DOOR OR GATE | PASS___ | FAIL___ | N/A___ |
| 5.2 DOOR CLOSING FORCE | PASS___ | FAIL___ | N/A___ |
| 5.3 POWER OPENING OF DOOR OR GATE | PASS___ | FAIL___ | N/A___ |
| 5.4 POWER CLOSING OF DOOR OR GATE | PASS___ | FAIL___ | N/A___ |
| 5.5 CAR ENCLOSURE, INTERIOR FINISHES, SILL, FLOOR AND CEILING | PASS___ | FAIL___ | N/A___ |
| 5.6 CAR VISION PANELS AND GLASS DOORS | PASS___ | FAIL___ | N/A___ |
| 5.7 STOP SWITCHES | PASS___ | FAIL___ | N/A___ |
| 5.8 OPERATING CONTROL DEVICES | PASS___ | FAIL___ | N/A___ |
| 5.9 CAR LIGHTING AND GFCI RECEPTACLE | PASS___ | FAIL___ | N/A___ |
| 5.10 EMERGENCY LIGHT AND ALARM | PASS___ | FAIL___ | N/A___ |

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- 5.11 EMERGENCY EXIT SECURED FROM OUTSIDE PASS___ FAIL___ N/A___
- 5.12 VENTILATION PASS___ FAIL___ N/A___
- 5.13 ELEVATOR NUMBER PASS___ FAIL___ N/A___
- 5.14 DATA PLATE: CAPACITY, LOADING CLASS AND NUMBER OF PASSENGER PASS___ FAIL___ N/A___
- 5.15 SIGNAGE AND BRAILLE PLATES PASS___ FAIL___ N/A___
- 5.16 MEDICAL EMERGENCY PASS___ FAIL___ N/A___
- 5.17 CAR RIDE QUALITY PASS___ FAIL___ N/A___
- 5.18 EARTHQUAKE INSPECTION AND TEST PASS___ FAIL___ N/A___
- 5.19 FIREFIGHTER’S PHASE 2 OPERATION PASS___ FAIL___ N/A___

6.0 ELEVATOR HALL FIXTURES AND HOISTWAY ENTRANCES

- 6.1 HALL LANTERNS PASS___ FAIL___ N/A___
- 6.2 POSITIONS INDICATORS PASS___ FAIL___ N/A___
- 6.3 HALL CALL PUSH BUTTONS PASS___ FAIL___ N/A___
- 6.4 COMMUNICATION (LIGHT ANNUNCIATOR AND KEY SWITCH) PASS___ FAIL___ N/A___
- 6.5 MEDICAL EMERGENCY CALL – KEY SWITCH OR CARD READER PASS___ FAIL___ N/A___
- 6.6 BRAILLE PLATES AND EMERGENCY EVACUATION PLATES PASS___ FAIL___ N/A___
- 6.7 ELEVATOR NUMBER ON ENTRANCE FRAMES PASS___ FAIL___ N/A___
- 6.8 FIREFITHER’S PHASE 1 OPERATION AND INDICATOR LIGHT PASS___ FAIL___ N/A___
- 6.9 SMOKE DETECTORS_____HEAT DETECTORS_____SPRINKLERS_____ PASS___ FAIL___ N/A___
- 6.10 EMERGNECY POWER INDICATOR LIGHT PASS___ FAIL___ N/A___
- 6.11 EMERGENCY POWER SELECTOR KEY SWITCH PASS___ FAIL___ N/A___

| ITEM # | COMMENT | CODE REFERENCE |
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