

Service Lift - Power Operated

Activity		Type Of Service				
		A	B	C	D	E
Last Issue Date: 14/01/2015						
1	* MAINTENANCE OF LIFTS A. GENERAL Contact building representative to determine if any lift malfunction has occurred since the last service visit.			Y	Y	
2	Check car re-level circuits for correct operation.			Y	Y	
3	Check and ensure safety circuits and lock circuits are intact.			Y	Y	
4	B. MOTOR ROOM Check motor room door lock, lighting and ventilation. Service lift switchboard including the testing of the RCDs.			Y	Y	
5	Machine - Check gear case oil level and refill as required.			Y	Y	
6	Grease all machine room points including machine bearings.			Y	Y	
7	Check condition and operation of controller including:- - clean controller, relay panel and solid state equipment. - for loose wires. - to ensure that no safety circuits have been bridged out. - all contactors. - timers and control systems operations. - ratings of fuses.			Y	Y	
8	C. TOP OF CAR AND LIFTWELL Lubricate guide rails and associated equipment except where roller guides are fitted.			Y	Y	
9	Check well limits, operation of inductors, transducers and slow down switches.			Y	Y	
10	Inspect sheave grooves for wear.			Y	Y	
11	Inspect all ropes, suspension equipment and travelling flexes.			Y	Y	
12	D. CAR INTERIOR AND ON LANDINGS Check operation of all lift control buttons and switches.			Y	Y	
13	E. DOORS AND OPERATORS Check power door operation and adjust as required.			Y	Y	
14	Check that lift does not start with door open or partially open.			Y	Y	
15	Check operation of door safeties.			Y	Y	
16	* INSPECTION OF LIFTS A. LIFT INSPECTION Carry out lift inspection to statutory requirements. Provide a copy of the inspection report to the Facility Manager and also leave a copy in the log book.				Y	
17	B. INFORMATION TO BE RECORDED On inspecting, record the following information relating to the lift;				Y	

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For more information please contact the applicable Facilities Management Service Provider.



Government of South Australia
Department of Planning,
Transport and Infrastructure

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	(a) Name and address of the building. (b) Name of the manufacturer. (c) Registration number or other identification. (d) Date of manufacture. (e) Safe working load or rated working load. (f) Name and address of the person making the inspection. (g) Date of the inspection. (h) Description of any defects found. (i) State whether the installation is safe to operate.					
18	Complete motor log book indicating type of visit, service/repair work performed and obtain signature of building representative at the end of the service.			Y	Y	

Special Comments and Technical Data

C SERVICE 6 MONTHLY
 D SERVICE ANNUAL
 REGISTRATION EVERY 5 YEARS (USE LF22)

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