



Test and Inspection Report

Lift Safety Standard: EN81-20

Otis Contract No: 31N12074

Lift No: 7

Site Name:
Site Address:

Wellington Health

12-22 Wellington Road

State: Victoria

Otis Model Name: Gen2

Design Registration No:

This report also contains:

- ☐ Building Code Requirements for NCC - National Construction Code
- ☐ Electrical Test Sheet
- ☐ Full AS1735.12 Disability Compliance
- ☐ Safe To Operate

TEST AND INSPECTION REPORT

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Lift serial No. Layout Drawing Ref No.

Model Type: Controller Type:

Y N N/A

1. Description of Installation

Travel: 97.570 m Rated Load: 2000 kg 27 persons Rated Speed: 2.5 m/s

No of levels served:

Total: 27 Front: Rear:

Machinery space location: Top of well

Power supply:

400	V	<input type="text"/>	V
3		<input type="text"/>	
50	Hz	<input type="text"/>	Hz
5		<input type="text"/>	
3 or 4 Pole MCB		<input type="text"/>	
A		<input type="text"/>	A

Voltage

Phase

Hz

Wire

Fuse type

Fuse rating

Permanent

Temporary

Confirm the above is in accordance with the layout drawing/wiring diagram or other information sheets

2. Machinery Spaces, Controller and E & I Panel

2.1 Main Switch

(a) Confirm the mains switch and the above is in accordance with that specified

5.10.5 (b) Confirm the main switch control mechanism is easily identifiable & accessible

(c) Confirm it is lockable in the OFF position

2.2 Lighting

5.2.1.4.2 Confirm there is a minimum light level of 200 lx at controllers Lux

5.2.1.4.2 Confirm there is a minimum light level of 200 lux at E&I panel

2.3 Dimensions

5.2.6.3.2 Confirm there is standing space and height in front of E&I panel











2.4 Access


5.2.2 Confirm there is safe access without necessitating entry to private premises

2.5 Safety Signs





5.2.6.2 Confirm the mains switch is clearly marked "Main Circuit Breaker" and Emergency Rescue Instructions are in place.






5.12.3 2.6 Communication Confirm there is an in place and working (ICU), mandatory for > 30m travel

EN81-20	3. The Well	Y	N	N/A
5.2.5.6.1	3.1 Clearances and Run-by NOTE: For below, jump allowance $h = 0.035v^2$			
5.2.5.7.1	With the counterweight resting on it's fully compressed buffers CONFIRM: A refuge space is available and labelled Crouching 0.5x0.7x1m high Upright 0.4x0.5x2m high	Minimum 1m	Measured 	
5.2.5.7.2	(i) The rail lengths will accommodate a further guided travel of at least (0.1+h)m	0.319 m		
	(ii) The free vertical distance between the lowest part of the ceiling of the well and the top of car guardrail is at least (0.3+ h) m, OR for Gen2 (0.1+h)m	0.319 m		
	(iii) The free vertical distance between the lowest part of the ceiling of the well and the highest part of the guide shoes/rollers, rope attachments/header or parts of vertically sliding doors should be at least (0.1+h)m	0.319 m		
5.2.5.8	With the car resting on it's fully compressed buffers CONFIRM there is:		<input type="checkbox"/>	
5.2.5.8.1	One of the 3 man refuge space, and correct pictogram Upright 0.4x0.5x2m high Crouching 0.5x0.7x1m high Laying 0.7x1x0.5m high		<input type="checkbox"/>	
5.2.5.8.2	(i) A further guided travel of the counterweight is at least (0.1+h)m		<input type="checkbox"/> 	
	(ii) A free vertical space between the bottom of the pit and the lowest part of the car (excluding the area in (i) below) of at 0.5m		<input type="checkbox"/> 	
	(iii) A free vertical distance of not less than 0.1m within a horizontal distance of 0.15m between (1) the apron or parts of the vertical sliding door and adjacent walls and (2) the lowest parts of the car and the guide rails.		<input type="checkbox"/> 	
	(iv) Except for items in (iii) above, a free vertical distance between highest parts in the pit and the lowest part of the car of at least 0.3m.		<input type="checkbox"/> 	
	3.3 Buffers			
5.8.1	3.3.a Car Buffers Confirm the buffer type is correct for the speed	Specified ≤ 1.0m/s Polyurethane > 1.0m/s Hydraulic	<input type="checkbox"/>	
	3.3.a.2 Energy Accumulation (Non-linear Type) Confirm the buffer has been CE marked and speed/load ratings are appropriate		<input type="checkbox"/>	<input type="checkbox"/>
	3.3.a.3 Energy Dissipation Buffers (Hydraulic Type) Buffer is full of oil, securely fastened and vertical When the car with its rated load is brought into contact with the buffer the speed for which the buffer is designed confirm that no deterioration occurs to the lift.		<input type="checkbox"/>	<input type="checkbox"/>
	3.3.b Counterweight Buffers Confirm the buffer type is correct for the speed	Specified ≤ 1.0m/s Polyurethane > 1.0m/s Hydraulic	<input type="checkbox"/>	
	3.3.b.2 Energy Accumulation (Non-linear Type) Confirm the buffer has been CE marked and speed/load ratings are appropriate		<input type="checkbox"/>	<input type="checkbox"/>
	3.3.b.3 Energy Dissipation Buffers (Hydraulic Type) Buffer is full of oil, securely fastened and vertical When the counterweight with empty car is brought into contact with the buffer at the speed for which the buffer is designed confirm that no deterioration occurs to the lift.		<input type="checkbox"/>	<input type="checkbox"/>


EN81-20		Y	N	N/A
	3.4 Protection in the Well			
5.2.5.5.1	(a) Confirm a rigid counterweight screen has been fitted.	<input type="checkbox"/>		
5.2.5.5.2.1	(b) Confirm that in the case of adjacent lifts is there a screen in the pit extending to a height of 2.5m above the lowest landing, and extending to 300mm from pit floor	<input type="checkbox"/>		<input type="checkbox"/>
5.2.5.5.2.2	(c) Confirm that when the distance between moving parts of adjacent lifts are less than 0.5m there is a full height screen	<input type="checkbox"/>		<input type="checkbox"/>
5.2.5.5.2.3	(f) In the case of partially enclosed wells, are screening requirements in accordance?	<input type="checkbox"/>		<input type="checkbox"/>
	(g) For partially enclosed wells, is there protection from weather and machinery outside the well?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3.5 Landing Door Assemblies			
5.3.1.4	(a) Confirm the running clearance between the door panels and between panels and frames, lintels or sills is 3 - 6mm 	<input type="checkbox"/>		
5.3.6.1	(b) Confirm that no recess or projection on the face of sliding door panels exceeds 3mm	<input type="checkbox"/>		
	(c) Are the landing doors correctly fire rated for the installation? Fire Rating <input type="text"/>	<input type="checkbox"/>		<input type="checkbox"/>
	(d) Tags showing fire rating are attached to the landing door assembly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3.5.3.7	(e) Confirm that glass panels used are correctly marked	<input type="checkbox"/>		<input type="checkbox"/>
5.3.6.2.2.1	(f) For glass doors, bottom are not transparent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3.5.3.2	(g) Confirm retainers are on door panels in case primary guide shoes/rollers fail	<input type="checkbox"/>		
	3.7 Lighting			
5.2.1.4	Is the lighting level 50 lux or more throughout the hoistway?	<input type="checkbox"/>	<input type="text" value="Lux"/>	
5.2.2.2	Is the lighting level 50 lux or more on the landing outside each entrance?	<input type="checkbox"/>	<input type="text" value="Lux"/>	
	3.8 Car and Counterweight Guide Rails			
	(a) Is the guide rail size in accordance with layout dimensions	<input type="checkbox"/>		
	(b) Confirm the pitch of the rail fixings is in accordance with the layout drawing	<input type="checkbox"/>		
	Car: <input type="checkbox"/> Cwt: <input type="checkbox"/>			
	4.0 The Car, Inspection Operation & Entrance Clearances			
	4.1 The Car			
	(a) Weight of the empty car (Estimated or weighed)	<input type="text" value="Estimated"/>	<input type="text" value="Actual if weighed"/>	
	Weight of any additional finishes (Estimated or weighed)	<input type="text" value="Estimated"/>	<input type="text" value="Actual if weighed"/>	
	Total weight of car (Estimated or weighed)	<input type="text" value="Estimated"/>	<input type="text" value="Actual if weighed"/>	
5.4.2.1.3	(b) Confirm that the rated load and passengers is correct for the car size	<input type="checkbox"/>		

EN81-20		Y	N	N/A
5.3.5.3.7	4.1 The Car (cont.) (c) Confirm that any glass panels used are correctly marked as safety glass	<input type="checkbox"/>		<input type="checkbox"/>
5.4.2.3.2	(d) Confirm the maximum load indicated in the car (i.e. Number of persons load in kg and identification no.) complies	<input type="checkbox"/>		
5.12.3	(e) Confirm the emergency alarm device allows a two-way communication with a rescue service in Visual indication that telephone is operating	<input type="checkbox"/>		
5.4.10.4	(g) Confirm that the emergency lighting in the car is 5 lx and last at least 1h	<input type="checkbox"/>		
5.12.1.2.1	(h) Confirm the car overload device operates	<input type="checkbox"/>		
5.4.5	(i) Confirm the apron (car toe guard) conforms	<input type="checkbox"/>		
5.4.6	(j) Any emergency doors or trap doors, where fitted, will comply	<input type="checkbox"/>		<input type="checkbox"/>
5.12.1.8.3.3	(k) AV Alarm is under the car and operates when door locks are bridged	<input type="checkbox"/>		
	4.2 Car Top			
5.12.1.5.1	(a) Confirm the car top stopping device operates correctly	<input type="checkbox"/>		
5.12.1.5.2	(b) Confirm the car top station is constructed and operates correctly including the neutralising of other controls	<input type="checkbox"/>		
5.2.1.6	(c) Does the alarm device operate in accordance with Appendix C, (EN.81-28, Remote Alarms)?	<input type="checkbox"/>		
5.4.7.4	(d) Balustrade on the car roof securely fitted and of correct height	<input type="checkbox"/>	<input type="checkbox"/>	
5.2.6.4.3.1	(e) Blocking device, or clearance keeper, and stopping plate installed when provided	<input type="checkbox"/>		<input type="checkbox"/>
	4.3 Car Entrance Clearances			
5.3.1.4	(a) Confirm the running clearance between the door panels, and between panels and columns, lintels or sills is 3 - 6mm	<input type="checkbox"/>		
5.3.6.1	(b) Confirm that no recess or projection on the face of the sliding door panels exceeds 3mm	<input type="checkbox"/>		
5.3.4.1	(c) Confirm the horizontal distance between the sill of the car to the sill of the landing doors 35mm or less	<input type="checkbox"/>		
5.2.5.3	(d) Confirm the distance between the inner surface of the well and the sill or framework of the car entrance or door 0.15m or less (or 0.2m if over a height not exceeding 0.5m)	<input type="checkbox"/>	<input type="checkbox"/>	
5.3.9.2	(e) If the answer to (d) is NO, is the car door mechanically locked when away from the unlocking zone?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3.9.2	(f) If the answer to (d) and (e) is NO, is full flushing installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4.4 Landing and Car Door Tests			
5.3.6.2.2.1c	Note: Where appropriate, the following tests should be carried out with the car and landing doors coupled.			
	(a) Confirm the maximum force to prevent closing is 150N or less	<input type="checkbox"/>		
5.3.5.3.3	(b) With a mechanical force of 150N in direction of opening, confirm that any gap does NOT exceed 30mm for side opening doors or 45mm for centre opening doors	<input type="checkbox"/>		
5.3.6.2.2.1	(c) Confirm the kinetic energy is 10J (710N) or less	<input checked="" type="checkbox"/>		
	(d) Confirm all the protective devices reverse the doors	<input type="checkbox"/>		
	(e) Confirm that if the doors are able to close with the reversal device inoperative is the kinetic energy less than or equal to 4J (450N)	<input checked="" type="checkbox"/>		

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EN81-20	4.4 Landing and Car Door Tests (cont.)			Y	N N/A	
5.3.8.1	(f) Confirm the unlocking zone is 0.2m or less above and below landing levels (or 0.35 in the case of simultaneously operated car and landing doors)			<input type="checkbox"/>		
5.3.9.3.4	(g) Confirm the automatic self closing mechanism functions correctly			<input type="checkbox"/>		
5.3.9.1.1	(h) Confirm each set of landing doors is capable of being unlocked from the outside with an emergency key			<input type="checkbox"/>		
5.3.15.1	(i) Confirm the car doors can be manually opened from the landing within the unlocking zone with a force of less than 300N with the power off (NB) .			<input checked="" type="checkbox"/>		
5.3.10.1	(l) Confirm the contacts at each landing entrance been proved so that when broken they stop and prevent movement of the car outside the unlocking zone			<input type="checkbox"/>		
5.3.9.4	(m) Confirm the mechanical locks at each landing entrance have been proved for positive locking			<input type="checkbox"/>		
5.3.13.2	(n) Confirm that if fitted the car door lock functions correctly or Door Deterrent Device functions correctly			<input type="checkbox"/>		
5.12.1.8/9	(o) Confirm the car door gate contacts been proved so that when opened there is no car movement outside the unlocking zone			<input type="checkbox"/>		
5.12.1.8/9	(p) Confirm the door bypass operates correctly to prevent normal operation			<input type="checkbox"/>		
5.0 Suspension, Compension, Braking & Traction						
	(a) Confirm the correct CSB's are supplied and the test certificate is in order and available (A copy is sufficient as original will be held by the maker)			<input type="checkbox"/>		
	(b) Confirm the CSB terminations are correctly made and secure			<input type="checkbox"/>		
	(c) Confirm the CSB loads are equally distributed			<input type="checkbox"/>		
5.2 Compensation						
	(a) Is compensation required?			<input type="checkbox"/>	<input type="checkbox"/>	
	(b) If the answer to (a) is Yes, confirm it is of the correct type			<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 100px; height: 20px; margin-right: 10px;"></div> <div style="text-align: center;">Specified</div> <div style="border: 1px solid black; width: 100px; height: 20px; margin-left: 10px; background-color: #ccc;"></div> <div style="text-align: center;">Actual</div> </div>		
	(c) Compensation is clear of floor and guides and and comp. sheave has travel clearance			<input type="checkbox"/>		
5.3 Traction/Braking Checks						
	(a) Confirm the percent overbalance is correct			<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 100px; height: 20px; margin-right: 10px;"></div> <div style="text-align: center;">Specified</div> <div style="border: 1px solid black; width: 100px; height: 20px; margin-left: 10px; background-color: #ccc;"></div> <div style="text-align: center;">Actual</div> </div>	<input type="checkbox"/>	
6.3.3	(b) Confirm the car stops under emergency conditions:					
	(1) With the car empty, when travelling upwards at rated speed in the upper part of the well			<input type="checkbox"/>		
	(2) With 125% rated load, when travelling downwards at rated speed in the lower part of the well			<input type="checkbox"/>		
	(c) Confirm the empty car cannot be raised when the counterweight rests on it's compressed buffer			<input type="checkbox"/>		
Note: This test may be performed with the car empty at any speed between zero and inspection speed.						

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EN81-20	6.0 Safety Contacts and Circuits			Y	N N/A
5.12.2	(a) Confirm the final limit switches are correctly positioned and operate satisfactorily		<input type="checkbox"/>		
5.12.1.11.1	(b) Confirm the inspection controls and stop switches on the car top have been positioned correctly and operate correctly.		<input type="checkbox"/>		
5.11.1.4	(c) Confirm the safety chain has been tested to ensure that an earth fault at the most remote safety contact will cause disconnection without delay		<input type="checkbox"/>		
5.12.1.4	(e) Confirm the levelling and relevering circuits operate.		<input type="checkbox"/>		<input type="checkbox"/>
5.3.8	(g) Confirm all electrical safety devices on the landing door panels stop the lift linked, operate correctly		<input type="checkbox"/>		<input type="checkbox"/>
5.12.1.3	(j) Confirm the electrical slowdown system operates correctly including any non-electrical device.		<input type="checkbox"/>		<input type="checkbox"/>
5.11.2	(l) Confirm all other switches/contacts in safety devices have been proved so that when operated they stop and prevent movement of the car.		<input type="checkbox"/>		
5.2.1.5.1a	(m) Confirm the stop switches in the pit are correctly positioned and operate to stop the lift		<input type="checkbox"/>		
5.2.1.5.1	(n) Confirm the inspection control operates only after pit access switch is activated		<input type="checkbox"/>		
5.2.6.4.4.1g	(o) Confirm the inspection control in pit is positioned near refuge space and are operating		<input type="checkbox"/>		
5.12.1.5.2.2	(p) Confirm the lift does not return to normal after inspection until pit access switch is deactivated		<input type="checkbox"/>		
7.0 Car and Counterweight Safety Gear and Overspeed Protection					
7.1 Car Safety Gear					
6.3.4	(a) Confirm the correct safety gear is supplied	Specified & Actual Progressive: <input type="text"/>	<input type="checkbox"/>		
	(b) Confirm the safety gear has been CE marked		<input type="checkbox"/>		
<p>The following tests should be conducted with the car descending. The test load is to be uniformly distributed in the car, and the safety operated switch, overspeed switch, buffer switch(es) or any other electrical devices (except car and landing door contacts) that may cause the lift to stop are to be temporarily shorted out. During the tests the brake is to be kept open, (Gen2 the brake is allowed to drop) with the machine continuing to run until the ropes slip or become slack.</p>					
	(c) Confirm the safety gear stops the car in the downward direction when operated by the governor and engaging at rated speed or lower with 125% load uniformly distributed for progressive safety gear	Stopng Distance (mm): <input type="text"/>		<input type="checkbox"/>	
	(d) Confirm the floor of the lift is horizontal or sloping less than 5% from the horizontal			<input type="checkbox"/>	
	(e) Following the test confirm that no deterioration that may affect the normal use of the lift			<input type="checkbox"/>	
	(f) Confirm lift arms have adequate clearance in upright slots for further travel			<input type="checkbox"/>	
7.2 Car Governor					
	(a) Confirm the correct governor is supplied	Specified <input type="text"/> Actual <input type="text"/>			
	(b) Confirm the governor has been CE marked and labelled speed matched requirement			<input type="checkbox"/>	
	(c) Confirm the electrical safety device stops the lift			<input type="checkbox"/>	
	(d) Confirm the governor, if adjustable, is sealed			<input type="checkbox"/>	
	(e) Confirm the correct rope type is supplied			<input type="checkbox"/>	

EN81-20	7.3 Counterweight Safety Gear	Y	N	N/A
6.3.5	<p>(a) Confirm the correct safety gear is supplied</p> <p>Progressive: <input type="text"/> Specified & Actual</p> <p>(b) Confirm the safety gear has been CE marked</p> <p>The following tests should be done with counterweight descending. There is to be no load in the car, and the safety operated switch, overspeed switch, buffer switch(es) or any other electrical devices (except car and landing door contacts) that may cause the lift to stop are to be temporarily shorted out. During the tests the brake is to be kept open, (Gen2 the brake is allowed to drop) with the machine continuing to run until the ropes slip or become slack.</p> <p>(c) Confirm the safety gear stops the counterweight when operated and engaging at rated speed or lower and with the car empty for progressive safety gear</p> <p>Stoppng Distance(mm): <input type="text"/></p> <p>(d) Following the test confirm that no deterioration which could adversely affect the normal use of the lift has occurred</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>7.4 Counterweight Governor</p> <p>(a) Confirm the correct governor is installed</p> <p>Specified <input type="text"/> Actual <input type="text"/></p> <p>(b) Confirm the governor has been CE marked</p> <p>(c) Confirm the governor, if adjustable, is sealed</p> <p>(d) Confirm the correct rope type is supplied</p> <p>(e) Confirm the governors pull through force complies</p> <p>Note: All testing has to be done in accordance with EN81.1 ANNEX D</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>7.5 Ascending Car Protection</p> <p>(a) Confirm the correct ascending car overspeed is provided</p> <p>(b) Confirm the protective device has been CE marked</p> <p>(c) Confirm the device functions correctly with the car ascending at not less than 115% of rated speed</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>8.0 Measurement of the Electrical System</p> <p>(a) Measure the mains current or VF drive current at rated load</p> <p>Actual <input type="text"/></p> <p>(b) Is the mains current/drive current consistent with figures specified on the layout</p> <p>(c) Confirm the measured balanced load down speeds are in accordance with the standard</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.12.1.1.4	<p>Levelling Accuracy</p> <p>(d) Confirm the maximum levelling deviation is within tolerance</p> <p>Specified <input type="text"/> Actual <input type="text"/></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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EN81-20 5.12.1.3	9.0 Emergency Operations Monitoring of Normal Slowdown (a) Test Normal Terminal Slowdown (b) Emergency Terminal Slowdown for Reduced Stroke Buffers Confirm means provided to ensure car or counterweight speed is limited to rated speed of buffer.		Y	N	N/A
5.9.2.2.2.7	Manual Brake lifting operates correctly		<input type="checkbox"/>		
OTIS	Emergency Power Operation (a) Lift operate correctly with EPO signals to NOT run all lifts, then rescue and run (b) Automatic Rescue Device (Battery rescue to next floor) operates correctly		<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>
	10.0 Electrical Wiring Examination				
5.10.9	Confirm that all metal work is properly earthed back to the lift main earthed isolator.		<input type="checkbox"/>		
	10.3 Electrical Wiring				
5.10.6	(a) Confirm the electrical conductors, including travelling cables conform (b) Confirm the wiring installed (for EMC compliance) is in accordance with the manufacturers instructions		<input type="checkbox"/> <input type="checkbox"/>		
	11.0 Documentation				
7.3	(a) Confirm there is a register		<input type="checkbox"/>		
7.2	(b) Confirm there is an instruction manual		<input type="checkbox"/>		
OTIS	12.0 Miscellaneous Tests (a) Confirm RBI (Belt Inspection Device) is operating (b) Confirm the MBB (Motor Regen Braking) operates correctly (GeN2 Comfort some duties only) (c) Running In Test Period Lift has performed for 1000 runs with doors operational (as many floors as possible)eg Sabbat mode eg Shabbat or Wild Car mode running overnight		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>

12.0 Confirmation of compliance with the Standard BS EN 81-20

Y N N/A

(a) Are all the items associated with the lift installation, for which the lift manufacturer is not responsible, in a suitable state for the installation to be put into service?

☐ ☐

NOTE: Some of the items requiring attention may not be part of the contract for the lift but part of the installation and the responsibility of others.

If NO provide details:

(c) Has every question been answered?

☐ ☐

If NO, state reasons

Signature

Name

Position

Company

Date

(d) Audited By:


Signature

Name

Position

Company

Date

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NCC Clause		Y	N	N/A	
C3.9 C3.10	Service penetrations in fire isolated shafts E&I panel penetrations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Security Cable entry points fire stopped	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Shaft Ventilation openings have fire damper. Note: is only required if some building next door is very close. Builders responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a Landing Doors fire rated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b Lift call panels penetrations to shaft <35000mm2 or backed with fire resisting construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
E3.2	Stretcher Facility in Lifts, reqd if building effective height >12m, 2000 deep from rear wall to car door	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
E3.3	Warning against the use of lifts in fire on or near hall buttons	<input type="checkbox"/>		<input type="checkbox"/>	
E3.4	Emergency Lift , effective height >25m or a patient care facility, must be in a fire resistant shaft	<input type="checkbox"/>		<input type="checkbox"/>	
E3.5	Access to fire stairs from liftwell landings. If secured, security must disable on fire alarm	<input type="checkbox"/>		<input type="checkbox"/>	
E3.6	Accessibility provisions for passenger lifts			<input type="checkbox"/>	
	Handrail to AS1735.12. Min 600 long and withing 500mm of call buttons	<input type="checkbox"/>			
	Floor dimensions <=12m travel	<input type="checkbox"/>			
	Floor dimensions >12m travel	<input type="checkbox"/>			
	Door opening size	<input type="checkbox"/>			
	Non-contact passenger protection	<input type="checkbox"/>			
	Car and buttons to AS1735.12				
	Height of 900-1250mm	<input type="checkbox"/>			
	Raised Tactiles and Braille	<input type="checkbox"/>			
	Buttons further than 400mm from a corner on side wall, 300mm on front return	<input type="checkbox"/>			
	Landing Buttons				
	Height of 900-1100mm	<input type="checkbox"/>			
	Buttons within 200mm vertically or tactiles and Braille	<input type="checkbox"/>			
	Further than 500mm from an internal corner	<input type="checkbox"/>			
	Lighting in lift car 100lx on floor	<input type="checkbox"/>			
	Automatic audible information - in car floor name announcements	<input type="checkbox"/>			
	Audible indication car has arrived at a landing (eg car gong)	<input type="checkbox"/>			
E3.7	Fire Service controls, for buildings with effective height >12m	<input type="checkbox"/>		<input type="checkbox"/>	
	Fire service Recall operational	<input type="checkbox"/>			
	Fire service control from car operational	<input type="checkbox"/>			
Spec E3.1	2 Car ventilation where lift exposed to solar radiation	<input type="checkbox"/>		<input type="checkbox"/>	
	Confirm lift car/shaft provided with mechanical ventilation where exposed to direct sunlight.	<input type="checkbox"/>		<input type="checkbox"/>	
	2 Hour alternative power source for ventilation	<input type="checkbox"/>			
	3 Lift car emergency lighting, 20 lux for 2 hours	<input type="checkbox"/>			
	4 Lift shaft temperature is reasonable and unlikely to exceed 40 deg C	<input type="checkbox"/>			
	5 Lift foyers with security to unlock on fire alarm /power failure. CCTV and intercom	<input type="checkbox"/>		<input type="checkbox"/>	
	6 Emergency egress doors every 12.2m in single enclosed lift shafts	<input type="checkbox"/>		<input type="checkbox"/>	



ELECTRICAL INSPECTION AND TEST

Job Name:	Wellington Health	Contract Number:	31N12074
Unit Number:	7		
Total Number of Lights		Total Number of Socket Outlets	

SHAFT - Light & Power Circuit

	CIRCUIT VISUALLY INSPECTED BY	DATE
Visual Inspection:		

	VALUE	TESTED BY	LICENSE NO	DATE
Earth Continuity:	Ω			

	VALUE	TESTED BY	LICENSE NO	DATE
Insulation Resistance:	M Ω			

	TESTED BY	LICENSE NO	DATE
Polarity Testing:			

	TESTED BY	LICENSE NO	DATE
Correct Circuit Connection			

RCD	VALUE	TESTED BY	LICENSE No.	DATE
Test Results	mA			
	Sec.			
Integral Test Button				

MOTOR ROOM

Visual Inspection:	CIRCUIT VISUALLY INSPECTED BY	DATE
Mains C/B to Controller		
Mains Controller - Drive - machine		
Motor room lighting & power		

Earth Continuity:	VALUE	TESTED BY	LICENSE NO	DATE
Mains C/B to Controller	Ω			
Mains Controller - Drive - machine	Ω			
Motor room lighting & power	Ω			

Insulation Resistance:	VALUE	TESTED BY	LICENSE NO	DATE
Mains C/B to Controller	M Ω			
Mains Controller - Drive - machine	M Ω			
Motor room lighting & power	M Ω			

Polarity Testing:	TESTED BY	LICENSE NO	DATE
Mains C/B to Controller			
Mains Controller - Drive - machine			
Motor room lighting & power			

Correct Circuit Connection	TESTED BY	LICENSE NO	DATE
Mains C/B to Controller			
Mains Controller - Drive - machine			
Motor room lighting & power			

MOTOR ROOM Continued.

RCD				
	VALUE	TESTED BY	LICENSE No.	DATE
Test Results	mA			
	Sec.			
Integral Test Button				

LIFT CAR -

CAR FRAME

	VALUE	TESTED BY	LICENSE No.	DATE
Earth Continuity:	Ω			

CAR SHELL

	VALUE	TESTED BY	LICENSE No.	DATE
Earth Continuity:	Ω			

LIGHT & POWER CIRCUIT

	CIRCUIT VISUALLY INSPECTED BY	DATE
Visual Inspection:		

	VALUE	TESTED BY	LICENSE No.	DATE
Earth Continuity:	Ω			

	VALUE	TESTED BY	LICENSE No.	DATE
Insulation Resistance:	MΩ			

	TESTED BY	LICENCE No.	DATE
Polarity Testing:			

	TESTED BY	LICENCE No.	DATE
Correct Circuit Connection			

RCD				
	VALUE	TESTED BY	LICENSE No.	DATE
Test Results	mA			
	Sec.			
Integral Test Button				

Door Lock Circuit including Car Gate Switch

	VALUE	TESTED BY	LICENSE No.	DATE
Insulation Resistance:	MΩ			

Safety Circuit

	VALUE	TESTED BY	LICENSE No.	DATE
Insulation Resistance:	MΩ			

Queensland (ONLY)

Technical Endorsee - Name
Licence Number
Signature
Date

OTIS ELEVATOR COMPANY PTY LTD A.C.N. 002873 065
COMMISSIONING TEST CHECK SHEET
CLAUSES FROM: AS1735 PART 12 - 1999
APPENDIX (VARIATION TO BS EN-81 FOR APPLICATION IN AUSTRALIA)

INSPECTION DATE _____ LIFT NUMBER: 7
 CONTRACT No: 31N12074
 BUILDING NAME: Wellington Health
 BUILDING ADDRESS 12-22 Wellington Road

INSPECTED BY: _____

Y - COMPLIES

N - DOESN'T COMPLY

NA - NOT APPLICABLE

CLAUSE	DETAILS	COMPLIES
2	Minimum internal car size at 1m above floor, 1100mm wide x 1400mm deep < 12m travel	
2	Minimum internal car size at 1m above floor, 1400mm wide x 1600mm deep > 12m travel	
4.1	Doors power, automatic and horizontal sliding	
4.2	Multi beam door protection provided between 50mm & 1550mm	
5.2	Protruding edges round off, hand rails return to wall	
5.2	Door width not obstructed or reduced by hand rail	
5.3.1	600mm long hand rail, within 500mm of furthest button on min one COP	
5.3.2(a)	Handrail min 270 deg round top	
5.3.2(b)	Obstructions below handrail min 15mm gap	
5.3.2(d)	Top of hand rail to be between 850mm and 950mm from floor	
5.3.2(e)	Handrail securely fixed, no obstruction for a hand along grip	
5.3.2(f)	Clearance above hand rail not less than 100mm	
5.3.2(g)	Clearance between wall & handrail not less than 50mm	
6	Min leveling accuracy of +/- 12mm under all conditions	
7.1	Up & down hall buttons within 200mm or braille tactile provided	
7.2.1	If car is less than 1400mm wide, need a COP left & right side of car	
7.2.2(a)	Communication button to be in the right hand lowest row position	
7.2.2(b)	Communication button shall be identified by the phone symbol (Otis deem Alarm bell per EN81-70 equivalent)	

CLAUSE	DETAILS	COMPLIES
7.2.3	Key pads are to have the same button layout as a telephone	
7.3.1	Centre of hall buttons shall be between 900mm & 1200mm above floor	
7.3.1	Centre of car buttons shall be between 700mm & 1250mm above floor	
7.3.2	COP to be outside a radius of 300mm of other objects adjacent door	
7.3.3	Hall buttons to be located outside a radius of 500mm of other objects	
7.3.4	Security readers shall be mounted as per allowed in 7.3.1	
7.4.9	Buttons identified by tactile character & braille equivalent	
8.1	For more than 2 floors, car position to be orally announced	
8.5	For more than 2 stops, each landing to have visible & audible indication of lift arrival (eg car mounted chime and opening door is sufficient)	
Additional Requirements above NCC if FULL AS1735.12 specified in contract		
8.5(a) i	Indication of travel direction	
8.5(a) ii	Indicators to be a minimum of 1800mm above floor	
8.5(a) iii	Direction indicator to remain on while doors are open	
4.3	Hall landing open time 3 sec advanced gong 3 sec from arrival	
Audible Indication To Be:-		
8.5(b) i	One gong for up, two gongs for down	
8.5(b) ii	Verbal in English	
	Compass Touch Screen and voice for Accessibility	
8.6.1	Car position indicator, minimum of 1800mm from floor	
8.6.2	Car buttons to have a tone or operation to be detected by touch	
9.2	Pressing phone button to bring on a lamp in/adjacent button	
10.2	Lighting in lift car to be minimum of 100 lux over whole floor	
10.3	Lighting of car operating panel to be 50 lux over whole control area	

[illegible]



Subject: Lift Certified as "Safe to Operate" at

31N12074

Date Certification Issued: / / Issued by _____ of **Otis Elevator Company Ltd.**

- 1) This certification is issued subject to a qualified person, provided by others, certifying that the building housing the subject lift is in a satisfactory condition. Implicit in this building certification is the acknowledgement
- 2) It is recommended that lift should not be placed into service until the building has been certified as outlined in items 1) and 5) of this document. This includes the rectification of items as noted by the lift certifier
- 3) The Head Contractor and/or the Owner may be required to register this lift as an item of plant. To assist with this registration process the following information is provided and should be included in the plant registration form.

LEM6-256664/21

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SafeWork NSW

2000

2.5

27

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Otis Elevator Company Pty Ltd

31N12074

7

Gen2

27D

Electric

Automatic

Traction

- 4) Certification
- 4a) Delete if not applicable. The lift is safe to operate as a builder's lift subject to items 1) and 5) and provided that the lift is under the control of a lift driver .
- 4b) Delete if not applicable. The lift is safe to operate subject to items 1) and 5). Implicit in this building certification is the need to ensure compliance with all Codes, Legislation and Instructions by relevant Authorities.
- 5) It is recommended that lift should not be placed into service until the following items are rectified. This list is not intended to cover all building related items because our competence in certification only relates to lift

Items Noted

- Date: