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## Pre Test Item Checklist

Check to see if job is ready for tester to attend site.

# Title Page

\* Site conducted

Text answer

\* Conducted on

Date/time

Enter Date and Time:

\_\_\_ \_\_\_ / \_\_\_ \_\_\_ / \_\_\_ \_\_\_ \_\_\_ \_\_\_

\_\_\_ \_\_\_ : \_\_\_ \_\_\_ AM / PM

\* Prepared by

Text answer

If answer is not blank

Notify Person(s)/Group(s)

[ ] Pep's Team

\* Location

Text answer

\* Engineer

Text answer

---

## Machine Room

### Wiring Completed

**\* Controller**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

---

**\* Picture of Controller**

Media

**\* Govenor**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

---

**\* Lighting**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

---

**\* Machine**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

---

### Signs and Instuctions

**\* Motor Room Sign**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Handwinding Instructions**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Pit Access Reset**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Electric Shock**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* EN81-21 Signage (If Needed)**

Select one

☐ Yes

☐ No

☐ N/A

---

**\***

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Auto Dialler Fitted and Wired?**

Select one

☐ Fitted and wired

☐ Fitted and not wired

☐ Not fitted

☐ N/A

---

**\* Heaters**

Select one

☐ Fitted and wired

☐ Fitted and not wired

☐ Not fitted

☐ N/A

---

**\* UPS**

Select one

☐ Fitted and wired

☐ Fitted and not wired

☐ Not fitted

☐ N/A

---

**\* Machine Guarded?**

Select one

☐ Yes

☐ No

☐ N/A

---

## Shaft Items

### Equipment Fitted

**\* Lids and Covers Fitted**

Select one

☐ Yes

☐ Partially

☐ No

☐ N/A

**\* Over Run Sign On Counterweight**

Select one

☐ Yes

☐ No

☐ N/A

**\* Shaft Lighting Complete with 3 Way Switching (If Applicable)**

Select one

☐ Yes

☐ No

☐ N/A

If answer is No

<trigger not defined>

If answer is No

Answer Question(s) 3.0, 3.1, 3.2,  
3.3, 3.4

**\* 3.0. Lights/LED Strip Fitted**

Select one

☐ Yes

☐ No

☐ N/A

**\* 3.1. MR Switch Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* 3.2. Car Switch Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* 3.3. Shaft Switch Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* 3.4. Tubing/Trunking/copex Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Landing Doors On & Adjusted**

Select one

☐ Yes

☐ No

☐ N/A

---

If answer is No

Answer Question(s) 4.0, 4.1, 4.2

---

**\* 4.0. Doors Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* 4.1. Doors Adjusted**

Select one



☐ Yes

☐ No

☐ N/A

---

**\* 4.2. PickUps Set**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Limits & Ramps Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

If answer is No

Answer Question(s) 5.0, 5.1

---

**\* 5.0. Ramp Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* 5.1. Limits Fitted**

Multiple choice

☐ Fitted

☐ Wires Run

☐ None

---

**\* Pit Ladder Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Pit Door Release Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Drip Trays**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Buffers**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Pit Entry Solenoid**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Pit Controls**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Pushes**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Pit Autodialler**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Indicators**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Reduced Headroom Buffer**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Reduced Pit Buffer**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Picture Of Pit**

Media

---

## Wiring Completed

**\* Locks**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

---

**\* Reduced Headroom Buffer**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

**\* Reduced Pit Buffer**

Select one

- ☐ Yes
  - ☐ No
  - ☐ Wires Run
  - ☐ N/A
- 

**\* Buffers**

Select one

- ☐ Yes
  - ☐ No
  - ☐ Wires Run
  - ☐ N/A
- 

**\* Pushes**

Select one

- ☐ Yes
  - ☐ No
  - ☐ Wires Run
  - ☐ N/A
- 

**\* Pit Ladder**

Select one

- ☐ Yes
  - ☐ No
  - ☐ Wires Run
  - ☐ N/A
- 

**\* Indicators**

Select one

- ☐ Yes
  - ☐ No
  - ☐ Wires Run
  - ☐ N/A
- 

**\* Stop Switches**

Select one

- ☐ Yes

- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Tension Weight**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* UPS**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Pit Autodialler**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Fire Recall**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Pit Controls**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Pit Solenoid**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Pit Reset**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Alarm Bell**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

## Other

**\* Clean Down Complete**

Select one

- ☐ Yes
- ☐ Partially
- ☐ No
- ☐ N/A

---

**\* Pit Controls & Autodialler In Safe Area**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
-

**\* Oil On Guides**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Painting Completed & Dry**

Multiple choice

☐ Walls

☐ Pit

☐ None

---

**\* Overruns/Roping correct**

Select one

☐ Yes

☐ Needs Shorten Up

☐ Needs Lengthning

---

## Car Items

### Car Items Fitted

**\* Magnet Reader**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Alarm Bell**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Door Zones/Magnets**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Oil Pots**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Position System and Tape**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Car Door Release Fitted**

Select one

☐ Yes

☐ No



☐ N/A

---

**\* Detector edges**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Cartop Control**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Detector Box**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Car Lights Fitted**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Door Gear, Car Doors, Skate On & Adjusted**

Select one

☐ Yes

☐ No

☐ N/A

---

If answer is No

Answer Question(s) 11.0, 11.1,  
11.2, 11.3, 11.4

---

**\* 11.0. Door Gear Fitted**

Select one

☐ Yes

- ☐ No  
☐ N/A
- 

**\* 11.1. Door Gear Adjusted**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* 11.2. Doors Fitted**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* 11.3. Doors Adjusted**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* 11.4. Skate Fitted**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Cartop Handrail Fitted Correctly & Correct Size (<=300 gap No Rail)  
(>300 but <500, 700 High Rail), (>500, 1100 High Rail)**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Kick Boards Fitted**

Select one

- ☐ Yes  
☐ No

☐ N/A

---

**\* Load Weigher**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Safety Gears**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Bypass Sounder**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Cartop and Autodialler in Safe Space**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Picture Of Cartop**

Media

---

**\* Picture of inside Of Car**

Media

---

## Wiring Completed

**\* Door Gear**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

---

**\* Lights Wired**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Key Switch Wired**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Cartop Control**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* COP Pushes**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* COP Indicator**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* COP Alarm Button**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Load Weigher**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Shoot Bolts**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Detector Edges**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Alarm Bell**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run
- ☐ N/A

---

**\* Safety Gears**

Select one

- ☐ Yes
- ☐ No
- ☐ Wires Run

☐ N/A

---

**\* Bypass Sounder**

Select one

☐ Yes

☐ No

☐ Wires Run

☐ N/A

---