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Lift Survey (Thorough)

## Title Page

**\* Survey Title**

Text answer

---

**\* Client**

Text answer

---

**\* Site Address**

Text answer

---

**\* Lift number:**

Text answer

---

**\* Survey Conducted On:**

Date/time

Enter Date and Time:

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

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

---

**Survey Conducted By:**

Select one

- ☐ Jason Brown
- ☐ Ricky Foley
- ☐ Stephen Edge
- ☐ Lee Lines
- ☐ Pep Juan
- ☐ Adam Large
- ☐ Martin Hann
- ☐ Peter Hann

---

**Report Date:**

Date/time

Enter Date and Time:

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

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

---

## Lift Details

**\* Lift details**

Select one

- ☐ Not fitted
  - ☐ Ground floor only
  - ☐ Ground floor & hall lanterns
  - ☐ Hall lanterns only
  - ☐ All floors
- 

**\* Lift Manufacturer**

Text answer

**Maximum persons**

Text answer

**\* Maximum load kgs**

Text answer

**\* Speed M/S**

Text answer

**\* Usage level**

Select one

- ☐ Low duty
- ☐ Score: 1
- ☐ Medium duty
- ☐ Score: 1
- ☐ Heavy duty

---

**\* Drive type**

Select one

- ☐ raction
- ☐ Hydraulic
- ☐ Traction MRL
- ☐ Hydraulic MRL
- ☐ Screw Drive
- ☐ Rack & Pinion

---

**\* Motor room location**

Text answer

---

**\* Installation date**

Text answer

---

**\* Modernisation date**

Text answer

---

**\* Number of floors served**

Text answer

---

**\* No of car entrances**

Select one

☐ 1

☐ 2

☐ 3

☐ 4

---

**\* No of landing entrances**

Text answer

---

**\* Floors served front**

Text answer

---

**\* Floors served rear**

Text answer

---

**\* Floors served left hand side**

Text answer

---

**\* Floors served right hand side**

Text answer

---

**\* Shaft width mm**

Text answer

---

**\* Shaft depth mm**

Text answer

---

**\* Pit depth mm**

Text answer

---

**\* Headroom mm**

Text answer

---

**\* Travel mm**

Text answer

---

**\* Summary Report**

Text answer



---

**\* Recommended health and safety works**

Text answer

---

**\* Recommended DDA upgrade works**

Text answer

---

**\* Recommended upgrade / replacement works**

Text answer

---

## Lift Motor Room

**\* Is the motor room access safe with suitable lighting and emergency lighting and any access ladders over 2M in height fitted with hooped protection?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the motor room door lockable and fitted with an internal release and displaying current motor room entrance notices?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are any trap doors of sound construction, counterbalanced and marked with the safe working load?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Does the motor lighting meet current standards (200 lux at floor level)?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is emergency lighting fitted and working correctly?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the motor room light switch fitted adjacent to the motor main entry point and clearly identified?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Can the lift car lighting be isolated within the motor room / control panel (MRL)**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the mains isolator lockable?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Main isolator rating (amps)**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Compliant consumer unit fitted within the motor room?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is a RCD Protected 240V socket available in the motor room?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is an electric shock notice displayed within the motor room, is this securely fixed using mechanical (screw) fixings**

Select one

☐ Yes

- ☐ No  
☐ N/A
- 

**\* Are handwinding instructions displayed within the motor room, are these securely fixed and comply with the hand lowering procedure for the lift?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Is a floor level indicator fitted with both audible and visual indication including the ability to identify the lift location (lifts serving more than two floors)**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Is there a rubber mat fitted in front and rear where applicable of the control panel and any other electrical panels within the motor room?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* In a shared motor room is the lift number clearly identified on each piece of plant I.e. control panel, gear, isolator, overspeed governor.**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Is there a tool board fitted?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
-

**\* Are all lifting beams within the motor room tested and marked with the safe working load?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are the motor room and plinth floors free of tripping and slipping hazards and any redundant holes blanked off?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are there a guard rails and access ladder fitted were plinths are more than 500mm high, do these comply with current standards and suitably fixed?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is there a phone line available in the motor room?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is there a connection to the fire alarm system available within the motor room?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are there any none lift services in the motor room?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the motor room in a clean and tidy condition?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the motor room decorated?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the ambient temperature of the motor room between 15 - 25 degrees C**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Motor room comments**

Text answer

---

**\* Is there a Neutral**

Text answer

---

**\* Hand of Machine**

Text answer

---



## Control Panel

**\* Control panel manufacturer**

Text answer

---

**\* Control panel age**

Text answer

---

**Is there a high voltage warning notice fitted to the control panel door and heat notices were resistor boxes are externally mounted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Control panel condition**

Select one

☐ Good

☐ Score: 1

☐ Serviceable

☐ Score: 0

☐ Poor

☐ Score: 1

☐ Upgrade Required.

---

**\* Is the control panel of an obsolete design**

Select one

☐ Yes - Obsolete control system

☐ Score: 1

☐ No - Still supported

**\* Control panel mounted**

Select one

- ☐ Wall
  - ☐ Floor
  - ☐ Tank
  - ☐ Architrave (MRL)
  - ☐ Landing Entrance
- 

**\* Is the control panel correctly located with sufficient space to allow clear access and the panel securely fixed?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Control Panel Type**

Select one

- ☐ Relay
  - ☐ Score: 0
  - ☐ PLC
  - ☐ Score: 0
  - ☐ Microprocessor
- 

**\* Control Type**

Select one

- ☐ APB
  - ☐ Down Collective
  - ☐ Full Collective
  - ☐ Call & Dispatch
  - ☐ Non-selective Collective
- 

**\* Microprocessor manufacturer and type**

Text answer

**\* VF Drive Manufacturer and Type**

Text answer

---

**Are wiring diagrams available on site?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Ellison type overload device fitted?**

Text answer

---

**\* Control panel comments**

Text answer

## Hydraulic Drive Unit

**\* Tank manufacturer**

Text answer

---

**\* Valve block manufacturer**

Text answer

---

**\* Valve block details**

Text answer

---

**\* Is the valve block of an obsolete design?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is there an hand pump fitted to the tank?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is a pressure gauge fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Valve block leaks? - test by closing gate valve and monitor pressure drop**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Tank condition**

Select one

☐ Good

☐ Score: 1

☐ Serviceable

☐ Score: 0

☐ Poor

☐ Score: 1

☐ Upgrade Required

---

**\* Pipework type**

Select one

☐ Hose

☐ Hose and Solid

☐ Solid pipe work

---

**Low pressure switch**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* High Pressure switch**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Load weighing pressure switch**

Select one

☐ Yes

- ☐ No  
☐ N/A
- 

**\* Is an oil cooler fitted?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Is an oil containment system fitted?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Is a tank heater fitted?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Is motor room heating fitted?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Hydraulic Drive System Comments**

Text answer

---

## Traction Drive System

**\* Motor manufacturer**

Text answer

---

**\* Motor condition**

Select one

☐ Good

☐ Score: 1

☐ Serviceable

☐ Score: 0

☐ Poor

☐ Score: 1

☐ Upgrade Required.

---

**\* Motor HP/ Kw**

Text answer

---

**\* Motor amps**

Text answer

---

**\* Gear unit manufacturer**

Text answer



**\* Gear condition**

Select one

- ☐ Good
  - ☐ Score: 1
  - ☐ Serviceable
  - ☐ Score: 0
  - ☐ Poor
  - ☐ Score: 1
  - ☐ Upgrade Required.
- 

**\* Brake manufacturer**

Text answer

**\* Brake condition**

Select one

- ☐ Good
  - ☐ Score: 1
  - ☐ Serviceable
  - ☐ Score: 0
  - ☐ Poor
  - ☐ Score: 1
  - ☐ Upgrade Required.
- 

**\* Sheave size mm**

Text answer

**\* Sheave condition**

Select one

- ☐ Good
- ☐ Score: 1
- ☐ Serviceable
- ☐ Score: 0

- ☐ Poor
- ☐ Score: 1
- ☐ Upgrade Required.

---

**\* Are anti-jump bars fitted to the traction machine to prevent the main hoisting ropes from coming off the sheave?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Winding wheel available?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Number of ropes**

Text answer

---

**\* Rope size**

Select one

- ☐ 6.5mm
- ☐ 8mm
- ☐ 9mm
- ☐ 10mm
- ☐ 11mm
- ☐ 12mm
- ☐ 13mm
- ☐ 14mm
- ☐ 15mm
- ☐ 16mm
- ☐ Other: \_\_\_\_\_

---

**\* Tachometer fitted for motor feedback to VF drive?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Does the machine run without any undue noise or vibration**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Number of ropes/chains and size I.e. 4 x 13mm**

Text answer

**\* Divertor location**

Select one

- ☐ Motor room  
☐ Shaft  
☐ Not fitted
- 

**\* Is there an emergency stop switch fitted adjacent to the hoisting machine?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Is guarding fitted to the hoisting machine to protect against all moving parts?**

Select one

- ☐ Yes  
☐ No  
☐ N/A
- 

**\* Can any guarding to items required to facilitate emergency release be removed without the use of tools?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are all rotating parts painted yellow?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Traction Machine Comments**

Text answer

## Overspeed Governor

**\* Overspeed governor location**

Select one

- ☐ Motor room
  - ☐ Shaft
  - ☐ Broken rope system fitted
  - ☐ Not fitted
  - ☐ N/A direct acting lift
  - ☐ Not applicable
- 

**\* Is guarding fitted to the overspeed governor?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Electrical tripping speed (m/s)**

Text answer

**\* Mechanical tripping speed (m/s)**

Text answer

**Overspeed governor comments**

Text answer

---

## Entrances

**\* Door manufacturer**

Text answer

---

**\* Door operator type**

Text answer

---

**\* Door equipment condition**

Select one

- ☐ Good
- ☐ Score: 1
- ☐ Serviceable
- ☐ Score: 0
- ☐ Poor
- ☐ Score: 1
- ☐ Upgrade Required.

---

**\* Door protection**

Select one

- ☐ infra-red safety edges
- ☐ photo-cell
- ☐ Retractable edge
- ☐ Pressure switch
- ☐ No protection fitted
- ☐ Not applicable

---

**\* Car door type**

Select one

- ☐ Single panel side opening
- ☐ Two panel side opening

- ☐ Three panel side opening
  - ☐ Two panel centre opening
  - ☐ Four panel centre opening
  - ☐ Hinged door
  - ☐ Double hinged door
  - ☐ Lattice gate
  - ☐ Shutter gate
  - ☐ Bi-parting shutter gate
  - ☐ Other: \_\_\_\_\_
- 

**\* Landing door type**

Select one

- ☐ Single panel side opening
  - ☐ Two panel side opening
  - ☐ Three panel side opening
  - ☐ Two panel centre opening
  - ☐ Four panel centre opening
  - ☐ Hinged door
  - ☐ Double hinged door
  - ☐ Lattice gate
  - ☐ Shutter gate
  - ☐ Bi-parting shutter gate
  - ☐ Other: \_\_\_\_\_
- 

**\* Door width (mm clear opening)**

Text answer

**\* Door height (mm clear opening)**

Text answer

**\* Door finish - lift car**

Select one



- ☐ Brushed Stainless Steel
  - ☐ Patterned Stainless Steel
  - ☐ Fluted Aluminium
  - ☐ Painted
  - ☐ Wood
  - ☐ Laminate
  - ☐ Brass
  - ☐ Mirror Stainless Steel
  - ☐ Other see comments
- 

**\* Door finish - landings**

Select one

- ☐ Brushed Stainless Steel
  - ☐ Patterned Stainless Steel
  - ☐ Fluted Aluminium
  - ☐ Painted
  - ☐ Wood
  - ☐ Laminate
  - ☐ Brass
  - ☐ Mirror Stainless Steel
  - ☐ Other see comments
- 

**\* Landing architrave type**

Select one

- ☐ Box frame
  - ☐ Full depth
  - ☐ Box Frame & Full Depth
  - ☐ Slam post only
  - ☐ Full entrance infill
  - ☐ Not fitted
  - ☐ Other see comments
- 

**\* Landing architraves finish**

Select one

- ☐ Brushed Stainless Steel
- ☐ Patterned Stainless Steel
- ☐ Fluted Aluminium
- ☐ Painted
- ☐ Wood

- ☐ Laminate
- ☐ Brass
- ☐ Mirror Stainless Steel
- ☐ Other see comments

---

**\* Door operation**

Select one

- ☐ Manual
- ☐ Automatic

---

**\* Zone locking fitted**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Door cill condition**

Select one

- ☐ Good
- ☐ Score: 1
- ☐ Serviceable
- ☐ Score: 0
- ☐ Poor
- ☐ Score: 1
- ☐ Upgrade Required.

---

**\* Door running equipment condition**

Select one

- ☐ Good
- ☐ Score: 1
- ☐ Serviceable
- ☐ Score: 0
- ☐ Poor
- ☐ Score: 1
- ☐ Upgrade Required

---

**\* Door closing device**

Select one

- ☐ Spring
- ☐ Gravity
- ☐ Door Closer
- ☐ Not fitted

---

**\* Are shaft fascia's fitted and secure?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Are landing toe guards fitted and secure?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Is there a toe guard fitted to the lift car?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Is pre-locking fitted to manually operated gates?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Are the clearance on all entrances less than 6mm (10mm when original equipment retained)?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Are there any excessive forced gaps on the car and landings entrances?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is a landing entrance barrier provided?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Entrances comments**

Text answer

## Landing Stations

**\* Landing push finish**

Select one

☐ tainless Steel

☐ Brass

☐ Plastic

☐ Glass

☐ Aluminium

☐ in doorframe

☐ Painted

☐ Not fitted

---

**\* Landing station mounted**

Select one

☐ Flush

☐ Surface

☐ Door frame

☐ Architrave

☐ Remote mounted

☐ Not fitted

---

**\* Landing station lowest button (mm)**

Text answer

---

**\* Landing station highest button (mm)**

Text answer

---

**\* Landing indicator finish**

Select one

☐ tainless Steel

- ☐ Brass
- ☐ Plastic
- ☐ Glass
- ☐ Aluminium
- ☐ in doorframe
- ☐ Painted
- ☐ Not fitted

---

**\* Landing indicator mounted**

Select one

- ☐ Flush
- ☐ Surface
- ☐ Door frame
- ☐ Architrave
- ☐ Remote mounted
- ☐ Not fitted

---

**\* Landing indicator type**

Select one

- ☐ Lamp
- ☐ Digital
- ☐ TFT
- ☐ Not fitted
- ☐ Hall lanterns

---

**\* Landing at floors**

Select one

- ☐ Not fitted
- ☐ Ground floor only
- ☐ Ground floor & hall lanterns
- ☐ Hall lanterns only
- ☐ All floors

---

**\* Has signage been displayed at each each landing warning against the use of the lift in the event of fire?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Is there a fire recall device fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Landing station comments**

Text answer

---

**\* Landing DDA Compliance**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Landing station height and position correct?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are Braille / tactile buttons fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is audible call acceptance fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is visual call acceptance fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are landing indicators fitted (above 2 floors)?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are hall lanterns fitted (above 2 floors)?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Have tactile floor ID plates been fitted at all floors?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is an arrival gong fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---



## Lift Car

\* Car width (mm)

Text answer

---

\* Car depth (mm)

Text answer

---

\* Car height (mm)

Text answer

---

\* Car wall finishes

Text answer

---

\* Car ceiling finishes

Text answer

---

\* Car floor finishes

Text answer

---

**\* Are bump rails fitted within the lift car?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Lift car lighting type**

Select one

☐ Fluorescent

☐ Incandescent lamp

☐ 2D fitting

☐ LED

☐ Downlighters

☐ Not fitted

☐ Other see comments

---

**\* Lift car lighting mounting**

Select one

☐ Recessed

☐ Surface

☐ False Ceiling

☐ Flush Mounted

☐ Car Operating Panel

☐ Not fitted

---

**\* Emergency lighting working**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Car station location**

Select one

☐ Front return

☐ Slam post

☐ Side wall

☐ Hand rail

---

**\* Distance to nearest corner (mm)**

Text answer

---

**\* Height lowest button (mm)**

Text answer

---

**\* Height highest button (mm)**

Text answer

---

**\* Number of key switches fitted?**

Text answer

---

**\* Key switches operate?**

Text answer

---

**\* Is car lighting fitted as specified, providing a minimum of 200lux at floor level?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the emergency lighting fitted as specified and working correctly?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Does the audible alarm operate correctly under both power on and power off conditions?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the emergency two way communications system fitted and operating correctly?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Lift Car Comments**

Text answer

---

**\* Lift Car DDA Compliance**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Entrance size and type?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Car station height and position correct?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are Braille / tactile buttons fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is audible call acceptance fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is visual call acceptance fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Visual floor identification fitted (above 2 floors)?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Audible floor identification fitted (above 2 floors)?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Autodialler and acoustic loop or emergency call system fitted? i.e. wardens call**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Handrail fitted in the lift car?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Mirror fitted in the lift car?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Car lighting a minimum of 100 lux at floor level?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are infra-red full height safety edges fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

## Car Top

**\* Shaft selector type**

Select one

- ☐ Tapehead
  - ☐ Magneto switches
  - ☐ Shaft encoder
  - ☐ Induction switches
  - ☐ Shaft switches
  - ☐ Other see comments
  - ☐ + Add Response
- 

**\* Is a up inspection limit fitted?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Is a car top control conforming to either EN81- 1/2 or BS7255 enhanced version fitted?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Is a run (common) button fitted**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Is an emergency stop switch located with 1 metre of the landing threshold?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
-



**\* Is a car top light fitted, did it operate correctly at the time of survey?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* is emergency lighting fitted to the car top?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is a RCD protected socket fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is a car top emergency communication device fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are all pulleys on the car top painted yellow and guarded?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are there any voids around the top of the lift car in excess of 300mm?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Where voids exceed 300mm is a securely fixed and rigid car top balustrade fitted complete with mid bar and toe board?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Car Top Comments**

Text answer

## Lift Shaft

**\* What are the shaft walls constructed in?**

Select one

- ☐ Brick
  - ☐ Concrete
  - ☐ Plasterboard
  - ☐ Structure
- 

**\* What are the door nibs constructed in?**

Text answer

**\* What is the shaft roof constructed in?**

Text answer

**\* What is the lift pit constructed from?**

Text answer

**\* Is the well enclosure continuous floor to ceiling?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Is the shaft painted / dust sealed?**

Select one

- ☐ Yes
- ☐ No

☐ N/A

---

**\* Are full height division screens fitted where the shaft is shared with other lifts?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are there lifting beams or lifting points fitted and are these marked with the safe working load?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the shaft lighting fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are there any non-lift services within the lift shaft?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is a restricted headroom notice fitted where applicable?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Does the shaft lighting need up grading?**

Select one

☐ Yes

☐ No

☐ N/A

---

## Lift Pit

**\* Number of buffers fitted**

Text answer

---

**\* Type of buffers fitted**

Select one

- ☐ Spring
- ☐ Neoprene
- ☐ Wood
- ☐ Helical Spring
- ☐ Concrete
- ☐ Hydraulic
- ☐ Not fitted

---

**\* Is there a suitable access ladder to allow safe access and egress to and from the pit area?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Is the pit stop switch(es) easily accessible from both the pit and landing?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Can the shaft lighting be switched on/ off from the lift pit?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
-

**\* Is there a 240v pit socket fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* On traction lifts is a counterweight screen which extend to an height of 2.5M from the pit floor fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are pit division screens fitted up to an height of 2.5M where the lift shares a shaft?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the pit clear of any water or oil?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* on hydraulic lifts are lifts with shallow pit depths, is a mechanical restraint provided?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the mechanical restraint electrically interlocked?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* On shallow pits, is a restricted pit depth notice displayed?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Was the pit found in a clean condition and free of rubbish?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Are drip trays fitted to the base of the car and counterweight guides?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the overspeed governor return pulley electrically switched?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the overspeed governor return pulley guarded?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is there a compensation rope/chain pulley fitted?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the compensation rope/chain pulley electrically interlocked?**

Select one



- ☐ Yes
- ☐ No
- ☐ N/A

**\* Lift Pit Comments**

Text answer

## Car Sling

**\* Type of safety gear fitted**

Select one

- ☐ instantaneous
  - ☐ Progressive
  - ☐ Not fitted - Direct acting lift
  - ☐ Not fitted
- 

**\* Is the safety gear electrically switched?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Type of guide shoes fitted**

Select one

- ☐ Slipper
  - ☐ Sprung loaded slipper
  - ☐ Cantilever Roller shoe
  - ☐ Roller shoes
  - ☐ Bronze slipper
  - ☐ Round guide slipper
  - ☐ Other see comments
- 

**\* Are compensating ropes/chains fitted to the lift car?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Type of compensation fitted**

Text answer

---

**\* Sling comments**

Text answer

## Hydraulic Cylinder

**\* Number of hydraulic rams fitted?**

Select one

☐ 1

☐ 2

☐ 3

☐ 4

---

**\* Hydraulic ram type?**

Select one

☐ Single Stage

☐ Telescopic

☐ inverted ram

☐ Borehole single stage

☐ Borehole telescopic

---

**\* Hydraulic arrangement**

Select one

☐ Direct acting rucksack

☐ Direct acting borehole

☐ Suspended ropes

☐ Suspended chains

---

**\* Number of ropes/chains and size I.e. 4 x 13mm**

Text answer

---

**\* Ram seal condition**

Select one

- ☐ Good
- ☐ Score: 1
- ☐ Serviceable
- ☐ Score: 0
- ☐ Poor
- ☐ Score: 1
- ☐ Upgrade Required

---

**\* Rupture valve fitted?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**Overflow bottle and hose fitted?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Hydraulic cylinder comments**

Text answer

## Counterweight

**\* Counterweight type**

Select one

- ☐ Frame
  - ☐ Cast
  - ☐ Tie-rod
- 

**\* Type of guide shoes fitted**

Select one

- ☐ Slipper
  - ☐ Sprung loaded slipper
  - ☐ Cantilever Roller shoe
  - ☐ Roller shoes
  - ☐ Bronze slipper
  - ☐ Round guide slipper
  - ☐ Other see comments
- 

**\* Type of filler weights fitted**

Select one

- ☐ Cast
  - ☐ Concrete
  - ☐ Steel
  - ☐ Cast & steel
  - ☐ Concrete & steel
  - ☐ Other see comments
- 

**\* Are the filler secured within the counterweight?**

Select one

- ☐ Yes
  - ☐ No
  - ☐ N/A
- 

**\* Is there a divertor pulley fitted to the counterweight?**

Select one

- ☐ Yes
- ☐ No
- ☐ N/A

---

**\* Is the counterweight pulley guarded?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Is the counterweight painted yellow?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Counterweight comments**

Text answer

## Maintenance

**Is a current log card available?**

Select one

☐ Yes

☐ No

☐ N/A

---

**\* Maintenance level**

Select one

☐ Good

☐ Satisfactory

☐ Poor

☐ Very poor

---

**\* Number of maintenance visits completed in the last twelve months**

Text answer

**Comments on maintenance**

Text answer

---



**\* Number of breakdowns in the last twelve months**

Text answer

---

**\* Comments on lift breakdowns**

Text answer