**Canadian Elevator Contractors Association Maintenance Control Program Log**

**Electric, Hydraulic, Dumbwaiter Devices**

**ASME 17.1/CSA B44 2019**

[**www.ceca-acea.org**](http://www.ceca-acea.org)

**ONLY FOR USE BY CURRENT CECA MEMBERS**

**OR WITH A PAID YEARLY SUBSCRIPTION**

|  |  |  |
| --- | --- | --- |
| **AHJ Installation Number:** | **Registered Device Address:** | **Registered Contractor:** |
| **12345678** | **123 Anyroad Drive,****Anytown, ON M8M 8M8** | **ABC Elevator Maintenance Company** |
| **Device Identification:** | **Contractor Registration Number:** |
| **SHUTTLE CAR # 1** | **12345678** |
| **Device Type: (i.e. electric, hydraulic, dumbwaiter)** | 1. **Per A17.1/B44 the maintenance frequency shall be based on equipment age, condition, wear, design qualities, usage, environment and/or technology to effectively maintain equipment in compliance with the code of installation or alteration. Category 1, 3 and 5 testing is required to be performed at 1, 3 and 5 year intervals. The AHJ may impose frequencies other than those prescribed or recommended by A17.1/B44 or the Manufacturer.**
2. **Any reference to an item (e.g. Item 2.31.2) is a reference to a procedure identified in the current version of ASME 17.2 Guide for the inspection of elevators, escalators, and moving walks.**
3. **AHJ prescribed frequencies are noted in the attached log sheets. Please refer to your local AHJ for any local jurisdiction code modifications.**
 |
| **Elevator** |
| **RECORD OF MAINTENANCE VISIT** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **20 \_\_ \_\_** |  |  |  |  |  |  |  |  |  |  |  |  |
| **20 \_\_ \_\_** |  |  |  |  |  |  |  |  |  |  |  |  |
| **20 \_\_ \_\_** |  |  |  |  |  |  |  |  |  |  |  |  |
| **20 \_\_ \_\_** |  |  |  |  |  |  |  |  |  |  |  |  |
| **20 \_\_ \_\_** |  |  |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **Note: Mechanics are required to initial tasks once complete and compliant.** **Device Type(s): Electric (E), Hydraulic (H), Dumbwaiter (D)** **Frequency: In Months. ‘A’ denotes Allowable, either Mandated (M) or Recommended (R). ‘I’ denotes Implemented on this device and minimum frequency should be noted by the contractor.** **Frequency: Shall be indicated on the Log Book in the implemented column at the time the MCP and Log Book are initiated.**  |

|  |  |  |  |
| --- | --- | --- | --- |
| **CAR Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **8.6.4.13.1(c):** Door reopening devices. | E, H | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(d):** Vision panels and grills (where required). | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(g):** Astragals and resilient members, door space guards, and sight guards (where required). | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(i):** Clutches, engaging vanes, retiring cams, and engaging rollers. | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.2:** Kinetic Energy and Closing Force conforms to 2.13.4 & 2.13.5 (as applicable). (see appendix z). | E, H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.15:** Car Emergency System (Lighting). | E, H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.15:** Car Emergency System (Ventilation). | E, H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.15:** Car Emergency System (Communication). | E, H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.15:** Car Emergency System (Emergency Operation Signaling Devices). | E, H | 3R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.16:** Stopping Accuracy. | E, H, D | 3R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **MACHINE ROOM Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **8.6.1.6.3 :** Controllers Wiring – cleaning, fuses, and jumpers. | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.6:** Brakes – residual pads, linings, pins, levers, springs and guide bushings, discs and drums, brake coil and plunger. | E, D | 12M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.8:** Cleaning and condition of machine/control rooms. | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.12:** Governors – rope grip jaws and switches are free of oil. | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.17:** Ascending car overspeed and unintended car movement protection. | E | 6R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **MACHINE ROOM Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **8.6.4.21:** Drive sheaves with non-metallic groove surfaces and steel wire ropes (tighten loose bolts as required). | E, H, D | 12M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.22:** Maintenance of Seismic Devices  | E, H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.4:** Tank level.  | H | 1R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.7:** Record of Oil Usage. | H | 1R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.9:** Relief valve setting. | H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.12:** Anti-creep and Low Oil Protection. | H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **CAR TOP Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **8.6.4.1:** Suspension and Compensating Wire Ropes – rouging, breaks, etc. | E, H, D | 12M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.2:** Governor Wire Ropes – clean, condition (do not lubricate). | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.3:** Lubrication of Guide Rails – as per OEM safety recommendations. | E, H, D | 3R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.7:** Cleaning of Hoistways: hoistways and pits shall be kept free of dirt, rubbish and shall not be used for storage purposes of any nature. | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.9:** Cleaning of Top of Cars. | E, H, D | 6R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.10:** Refastening or Resocketing of Drum Machines. | E, D | 12M OR 24M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(a):** Hoistway door interlocks or mechanical locks. | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(b):** Car door electric contacts or car door interlocks (where required). | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(f):** Hangers, tracks, door rollers, up-thrusts, and door safety retainers (where required). | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(h):** Sills and bottom guides, fastenings, condition and engagement. | E, H | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(j):** Interconnecting means. | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **CAR TOP Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **8.6.4.13.1(k):** Door closers (where required). | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.13.1(l):** Door restrictors (where required). | E, H | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **OUTSIDE HOISTWAY Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **8.6.4.13.1(e):** Hoistway door unlocking devices and escutcheons. | E, H, D | 6M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.14:** Hoistway access switches. | E, H, D | 6R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **PIT Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **8.6.4.4:** Oil Buffers – clean, oil level. | E, H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.4.2:** Elastomeric Buffers visual check. | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.5:** Safety mechanisms shall be kept lubricated and free of rust, corrosion and dust that may interfere with safe operation. | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.7:** Cleaning of Pits. | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.11:** Runby | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.4.18:** Compensation Sheaves and Switches. | E, H, D | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.1:** Pressure Tanks | H | 36M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.2:** Piston Rods | H | 36M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.3:** Water-Hydraulic Plungers | H | 36M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.5:** Gland Packing and Seals. | H | 3R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.6:** Flexible Hose and Fittings. | H | 3R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.11:** Cylinder Corrosion Protection and Monitoring. | H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.13:** Overspeed Valve Setting. | H | 12R |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.6.5.17:** Plunger Gripper | H | 12M |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **SPECIAL PROVISIONS Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **OWNER’S RESPONSIBILITY** |
| **A** | **I** |
| **8.6.11.1:** Firefighter’s Emergency Operation. | E, H | 12M |  | REFER TO MCP FOR DETAILS.  |
| **8.6.11.2:** Two-Way Communication Means. | E, H | 3R |  | REFER TO MCP FOR DETAILS. |
| **8.6.11.3:** Access Keys. | E, H, D | 12R |  | REFER TO MCP FOR DETAILS. |
| **8.6.11.4:** Cleaning of a Car and Hoistway Transparent Enclosure. | E, H | 12R |  | REFER TO MCP FOR DETAILS. |
| **8.6.11.5:** Emergency Evacuation Procedures for Elevators. | E, H | 12R |  | REFER TO MCP FOR DETAILS. |
| **8.6.11.7:** Operating Instructions for cartop work platform. | E, H | 12R |  | REFER TO MCP FOR DETAILS. |
| **8.6.11.8:** Egress and Reentry Procedure from Working Areas. | E, H, D | 12R |  | REFER TO MCP FOR DETAILS. |
| **8.6.11.9:** Operating Instructions for Retractable Platforms. | E, H | 12R |  | REFER TO MCP FOR DETAILS. |
| **SPECIAL PROVISIONS Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **CONTRACTOR’S RESPONSIBILITY** |
| **8.6.1.6.7:** Signs and Data Plates | E, H, D |  |  | REFER TO MCP FOR DETAILS.  |
| **8.6.5.6:** Flexible Hose and Fittings | H | 60M |  | REFER TO MCP FOR DETAILS. See hose data tag where required. |
| **8.6.11.11:** Examination after Shutdown due to traction loss | E |  |  | REFER TO MCP FOR DETAILS. Record as appropriate in the Repair and Replacement log. |
| **8.6.11.12:** Examination after Safety Application. | E, H, D |  |  | REFER TO MCP FOR DETAILS. Record as appropriate in the Repair and Replacement log. |
| **8.6.11.13**: Occupant Evacuation Operation | E, H, D |  |  | REFER TO MCP FOR DETAILS. Record as appropriate in the Repair and Replacement log. |
| **8.6.11.14:** Examination after Shutdown - broken suspension member | E, H, D |  |  | REFER TO MCP FOR DETAILS. Record as appropriate in the Repair and Replacement log. |

| **Code Ref.** | **CAT 1 Test Requirements** | **Device Type** | **A17.2 Item** | **Date Last Completed** | **Date** | **Completed by****(Sign or Initial)** | **Deficiencies** | **Corrective Action** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **8.6.4.19.1** | Oil Buffers. | E, H, D | 5.9.2.1(a)5.12 |  |  |  |  |  |
| **8.6.4.19.2** | Safeties. | E, H, D | 2.29.25.8.2 |  |  |  |  |  |
| **8.6.4.19.3** | Governors. | E, H, D | 2.13.32.13.2.2 |  |  |  |  |  |
| **8.6.4.19.4** | Slack-Rope Devices on Winding Drum Machines. | E, D | 2.20.2.1 |  |  |  |  |  |
| **8.6.4.19.5** | Normal and Final Terminal Stopping Devices. Terminal Speed Limiting | E, H, D | 2.28.23.5.23.6.2 |  |  |  |  |  |
| **8.6.4.19.6** | Firefighters’ Emergency Operation. | E, H | Part 6 |  |  |  |  |  |
| **8.6.4.19.7** | Standby or Emergency Power or Emergency Lowering Operation. | E, H | 1.17.2 |  |  |  |  |  |
| **8.6.4.19.8** | Power Operation of Door System. | E | 1.8.2 |  |  |  |  |  |
| **8.6.4.19.9** | Broken Rope, Tape, or Chain Switch. | E, H | 3.26.1 |  |  |  |  |  |
| **8.6.4.19.10** | Functional safety of SIL rated device(s).  | E | 2.15.1 |  |  |  |  |  |
| **8.6.4.19.11(b)** | Ascending Car Overspeed Protection  | E | 2.43.2 |  |  |  |  |  |
| **8.6.4.19.11(c)** | Unintended Car Movement. | E | 2.43.2 |  |  |  |  |  |
| **8.6.4.19.12** | Traction-Loss Detection Means. (a or b acceptable). | E |  |  |  |  |  |  |
| **8.6.4.19.13** | Broken-Suspension-Member and Residual-Strength Detection Means. | E |  |  |  |  |  |  |
| **8.6.4.19.15** | Emergency Communications. Also see written checkout procedure. | E, H | 1.61.6.11.6.2 |  |  |  |  |  |
| **8.6.4.19.16** | Means to Restrict Hoistway or Car Door Opening | E, H | 1.18 |  |  |  |  |  |
| **8.6.4.19.17** | Earthquake Operation | E | 1.20 |  |  |  |  |  |
| **8.6.4.19.18** | Door Reopening Device(s) | E | 1.1.2 |  |  |  |  |  |
| **8.6.4.19.19** | Sequence Operation of Power Door Systems (vertical bi-parting) | E | 4.7.2 |  |  |  |  |  |
| **8.6.4.19.20** | Testing of Alternative Arrangements and ASME 17.7/CSA B44.7 – Conforming Equipment | E |  |  |  |  |  |  |
| **8.6.5.14.1** | Relief Valve Verification of Setting and System Pressure Test | H | 2.31.2 |  |  |  |  |  |
| **8.6.5.14.2** | Hydraulic Cylinders and Pressure Piping | H | 2.36.2 |  |  |  |  |  |
| **8.6.5.14.3(a)** | Normal Terminal Stopping Devices | H | 3.5.22.28 |  |  |  |  |  |
| **8.6.5.14.3(b)** | Governors | H | 2.13.2.2 |  |  |  |  |  |
| **8.6.5.14.3(c)** | Safeties | H | 5.8.2 |  |  |  |  |  |
| **8.6.5.14.3(d)** | Oil Buffers | H | 5.12 |  |  |  |  |  |
| **8.6.5.14.3(e)** | Firefighters’ Emergency Operation | H | 6.1 thru 6.5 as applicable |  |  |  |  |  |
| **8.6.5.14.3(f)** | Standby or Emergency Power | H | 1.17.2.2 |  |  |  |  |  |
| **8.6.5.14.3(g)** | Power Operation of Door System | H | 4.6 4.7 |  |  |  |  |  |
| **8.6.5.14.3(h)** | Terminal Speed Device and Terminal Stopping Device (if applicable). | H | 3.25.23.6.2.2 |  |  |  |  |  |
| **8.6.5.14.3(i)** | Low Oil Protection Operation | H | 2.39.2 |  |  |  |  |  |
| **8.6.5.14.3(j)** | Auxiliary Lowering  | H | 2.44.2 |  |  |  |  |  |
| **8.6.5.14.4** | Flexible Hose and Fitting Assemblies | H | 2.34.1 |  |  |  |  |  |
| **8.6.5.14.5** | Pressure Switch | H | 2.37 |  |  |  |  |  |
| **8.6.5.14.6** | Power Operation of Door System (see appendix z) | H | 1.8.1 |  |  |  |  |  |
| **8.6.5.14.7** | Slack-Rope Device | H | 3.31.2 |  |  |  |  |  |
| **8.6.5.14.8** | Earthquake Operation | H | 1.20 |  |  |  |  |  |
| **8.6.5.14.9** | Testing of Alternative Arrangements and ASME 17.7/CSA B44.7 – Conforming Equipment | H |  |  |  |  |  |  |
| **8.6.5.14.10** | Functional safety of SIL rated device(s). | H | 2.15.1 |  |  |  |  |  |

**Notes:** Category 1 tests must be conducted each calendar year and are due on the anniversary month of the previous category 1 test.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Code Ref.** | **CAT 3 Test Requirements** | **Device Type** | **A17.2 Item** | **Date Last Completed** | **Date** | **Completed by****(Sign or Initial)** | **Deficiencies** | **Corrective Action** |
| **8.6.5.15.1** | Unexposed Portions of Pistons. | H | 5.11.2 |  |  |  |  |  |
| **8.6.5.15.2** | Pressure Vessels. | H | 2.33.2 |  |  |  |  |  |

**Notes:** Category 3 tests must be conducted every 3 years. Tests are due any time during the applicable calendar year.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Code Ref.** | **CAT 5 Test Requirements**  | **Device Type** | **A17.2 Item** | **Date Last Completed** | **Date** | **Completed by****(Sign or Initial)** | **Deficiencies** | **Corrective Action** |
| **8.6.4.20.1** | Car and Counterweight Safeties | E, D | 2.29.2 |  |  |  |  |  |
| **8.6.4.20.2** | Governors (Pull through force 8.6.4.20.2 (b)) | E, D | 2.13.2.1 |  |  |  |  |  |
| **8.6.4.20.3** | Oil Buffers. | E | 5.9.2 |  |  |  |  |  |
| **8.6.4.20.4** | Braking System. | E, D | 2.17.1 |  |  |  |  |  |
| **8.6.4.20.6** | Emergency terminal stopping and Speed-Limiting Devices. | E | 2.28.2 |  |  |  |  |  |
| **8.6.4.20.7** | Power Opening of Doors. | E, H, D | 1.10.2 |  |  |  |  |  |
| **8.6.4.20.8** | Leveling Zone and Leveling Speed. | E, H | 1.10.2.1 |  |  |  |  |  |
| **8.6.4.20.9** | Inner Landing Zone. | E, H | 1.10.1 |  |  |  |  |  |
| **8.6.4.20.10** | Braking System, Traction, Traction Limits  | E, D | 2.17.1 |  |  |  |  |  |
| **8.6.4.20.11** | Emergency Brake. (see item 2.43 Table 2.43.3.1). | E | 2.43.3.1 |  |  |  |  |  |
| **8.6.4.20.11(a)** | Emergency Brake and Ascending Car Overspeed Protection | E | 2.43.3.1 |  |  |  |  |  |
| **8.6.4.20.11(b)** | Emergency Brake and Unintended Car Movement Protection | E | 2.43.3.1 |  |  |  |  |  |
| **8.6.5.16.1** | Car and Counterweight Safeties (Rated Load in the Car). | H | 2.29.2 |  |  |  |  |  |
| **8.6.5.16.1** | Governors. (Pull through force 8.6.4.20.2(b)) | H | 2.13.2.2 |  |  |  |  |  |
| **8.6.5.16.1** | Oil Buffers. | H | 5.12 |  |  |  |  |  |
| **8.6.5.16.2** | Coated Rope Mag Flux Test | H, D | 3.23 |  |  |  |  |  |
| **8.6.5.16.3** | Wire Rope Fastening | H, D | 3.22 |  |  |  |  |  |
| **8.6.5.16.4** | Plunger Grippers | H | 5.17.2 |  |  |  |  |  |
| **Code Ref.** | **CAT 5 Test Requirements**  | **Device Type** | **A17.2 Item** | **Date Last Completed** | **Date** | **Completed by****(Sign or Initial)** | **Deficiencies** | **Corrective Action** |
| **8.6.5.16.5** | Overspeed Valves | H, D | 5.15.3.2 |  |  |  |  |  |
| **8.6.5.16.6** | Class C2 Freight Elevator Loaded Leveling Test | H | 2.17.2 |  |  |  |  |  |
| **Code Ref.** | **Alternative Testing** **Record ADDITIONAL INFO as required by 8.6.11.10.4.****Keep Report with the Maintenance Control Program** |
| **8.6.4.20.1** | Car and Counterweight Safeties  | E, H, D |  |  |  |  |  |  |
| **8.6.4.20.3** | Oil Buffers  | E, H, D |  |  |  |  |  |  |
| **8.6.4.20.4** | Braking System  | E, H, D |  |  |  |  |  |  |
| **8.6.4.20.10** | Braking System, Traction, Traction Limits  | E, H, D |  |  |  |  |  |  |

**Notes:** Category 5 tests must be conducted every 5 years. Tests are due any time during the applicable calendar year.

|  |
| --- |
| **Repair and Replacement Records****Note: All non-maintenance repairs or replacements must be recorded per 8.6.1.4.1(b), and adjustment per 8.6.1.4.1(a)(1)****Recording Keeping shall include but not limited to the following:****Where a defective part directly affecting the safe operation is identified or any components in Category 1 / Category 5.****Note:** **8.6.11.10 – Examination after Shutdown Due to Traction Loss****8.6.11.14 – Examination after Shutdown Due to Broken-Suspension-Member Detection Means** **Other Records not previously covered:** **A17.6 10.1.1(c) – replacement criteria for less than 8mm ropes as applicable.** |
| **Dates Performed** | **Corrective Action** | **Initials**  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Oil Loss Monitoring Record****Note: Where all or part of a cylinder is not exposed for visible examination, a written record shall be kept per 8.6.5.7 of the quantity of hydraulic fluid added to the system and emptied from the leakage collection container and pan.** **Recording Keeping shall include but not limited to the following: When the quantity of hydraulic fluid loss cannot be accounted for, perform the test specified in: 8.6.5.14.1. Relief valve setting and system pressure category (1); 8.6.5.14.2. Hydraulic cylinder and pressure piping category (1).** **\*\* If the observed oil loss cannot be explained, additional oil should not be added; instead, the unit shall be removed from service until the cause is determined and corrective action taken.**  |
| **Oil level reference point: from the top of the tank with the car level at the bottom landing; gauge; dip stick; marking on tank; other method: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Date Checked** | **Oil Level in Tank** | **Amount of Oil Added (+) or Removed (-)** | **Reason Oil Added or Removed** | **Mechanics Licence No. (if applicable)** | **Initials**  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Oil Loss Monitoring Record****Note: Where all or part of a cylinder is not exposed for visible examination, a written record shall be kept per 8.6.5.7 of the quantity of hydraulic fluid added to the system and emptied from the leakage collection container and pan.** **Recording Keeping shall include but not limited to the following: When the quantity of hydraulic fluid loss cannot be accounted for, perform the test specified in: 8.6.5.14.1. Relief valve setting and system pressure category (1); 8.6.5.14.2. Hydraulic cylinder and pressure piping category (1).** **\*\* If the observed oil loss cannot be explained, additional oil should not be added; instead, the unit shall be removed from service until the cause is determined and corrective action taken.**  |
| **Oil level reference point: from the top of the tank with the car level at the bottom landing; gauge; dip stick; marking on tank; other method: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Date Checked** | **Oil Level in Tank** | **Amount of Oil Added (+) or Removed (-)** | **Reason Oil Added or Removed** | **Mechanics Licence No. (if applicable)** | **Initials**  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Oil Loss Monitoring Record****Note: Where all or part of a cylinder is not exposed for visible examination, a written record shall be kept per 8.6.5.7 of the quantity of hydraulic fluid added to the system and emptied from the leakage collection container and pan.** **Recording Keeping shall include but not limited to the following: When the quantity of hydraulic fluid loss cannot be accounted for, perform the test specified in: 8.6.5.14.1. Relief valve setting and system pressure category (1); 8.6.5.14.2. Hydraulic cylinder and pressure piping category (1).** **\*\* If the observed oil loss cannot be explained, additional oil should not be added; instead, the unit shall be removed from service until the cause is determined and corrective action taken.**  |
| **Oil level reference point: from the top of the tank with the car level at the bottom landing; gauge; dip stick; marking on tank; other method: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Date Checked** | **Oil Level in Tank** | **Amount of Oil Added (+) or Removed (-)** | **Reason Oil Added or Removed** | **Mechanics Licence No. (if applicable)** | **Initials**  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Oil Loss Monitoring Record****Note: Where all or part of a cylinder is not exposed for visible examination, a written record shall be kept per 8.6.5.7 of the quantity of hydraulic fluid added to the system and emptied from the leakage collection container and pan.** **Recording Keeping shall include but not limited to the following: When the quantity of hydraulic fluid loss cannot be accounted for, perform the test specified in: 8.6.5.14.1. Relief valve setting and system pressure category (1); 8.6.5.14.2. Hydraulic cylinder and pressure piping category (1).** **\*\* If the observed oil loss cannot be explained, additional oil should not be added; instead, the unit shall be removed from service until the cause is determined and corrective action taken.**  |
| **Oil level reference point: from the top of the tank with the car level at the bottom landing; gauge; dip stick; marking on tank; other method: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Date Checked** | **Oil Level in Tank** | **Amount of Oil Added (+) or Removed (-)** | **Reason Oil Added or Removed** | **Mechanics Licence No. (if applicable)** | **Initials**  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Oil Loss Monitoring Record****Note: Where all or part of a cylinder is not exposed for visible examination, a written record shall be kept per 8.6.5.7 of the quantity of hydraulic fluid added to the system and emptied from the leakage collection container and pan.** **Recording Keeping shall include but not limited to the following: When the quantity of hydraulic fluid loss cannot be accounted for, perform the test specified in: 8.6.5.14.1. Relief valve setting and system pressure category (1); 8.6.5.14.2. Hydraulic cylinder and pressure piping category (1).** **\*\* If the observed oil loss cannot be explained, additional oil should not be added; instead, the unit shall be removed from service until the cause is determined and corrective action taken.**  |
| **Oil level reference point: from the top of the tank with the car level at the bottom landing; gauge; dip stick; marking on tank; other method: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Date Checked** | **Oil Level in Tank** | **Amount of Oil Added (+) or Removed (-)** | **Reason Oil Added or Removed** | **Mechanics Licence No. (if applicable)** | **Initials**  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |
| --- |
| **Additional Requirements per AUTHORITY HAVING JURISDICTION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Note: Per A17.1/B44 the maintenance frequency shall be based on equipment age, condition, wear, design qualities, usage, environment and/or technology to effectively maintain equipment in compliance with the code of installation or alteration. Category 1, 3 and 5 testing is required to be performed at 1, 3 and 5 year intervals. The AHJ may impose frequencies other than those prescribed or recommended by A17.1/B44 or the Manufacturer. Please record these on this sheet.****Please refer to your local AHJ for any local jurisdiction code modifications.** **Other notes:**  |
| **Maintenance Tasks** | **Device Type** | **Freq****(Months)** | **MECHANIC TO INITIAL WHEN TASK IS COMPLETE AND COMPLIANT** |
| **A** | **I** | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Code Ref.** | **CAT \_\_ Test Requirements** | **Device Type** | **A17.2 Item** | **Date Last Completed** | **Date** | **Completed by****(Sign or Initial)** | **Deficiencies** | **Corrective Action** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **OTHER REQUIREMENTS:**  |

|  |
| --- |
|  |
|  |
|  |

**Mechanic Signature Register: Certificate Numbers for all Mechanics must be listed.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Mechanics Printed Name** | **Mechanics Licence No.(if applicable)** | **Signature** | **Initials** | **Mechanics Printed Name** | **Mechanics Licence No. (if applicable)** | **Signature** | **Initials** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |