Newfoundland & Labrador

Pre-Inspection Checklist for Lifts for Barrier Free Access

(For use by Lift Installation Contractors on New Installations)

⃠ **= No inspection until complete**

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MACHINE ROOM		
	Machine Room Door or Cabinet:	
⃠	A panel or door is provided that shall be normally locked, or fastened into place that requires tools or a key to open	
⃠	The machine room door swing does not impede on the controller, cabinet, or disconnect clearances	
⃠	The machine room door meets the applicable building code requirements for fire rating	
	Machine Room Enclosure	
⃠	Minimum headroom of 2000mm maintained between floor and overhead equipment or ceiling	
⃠	Permanent machine room lighting with guarding is installed (minimum 100 Lux at the drive unit)	
⃠	Complete machine room enclosure meets the applicable building code fire separation	
⃠	Each receptacle is of GFCI type (except sump pump if provided shall not require GFCI)	
⃠	Remove all electrical wiring, raceways, and cables in the runway not directly in connection with the operation or function of the lift from the machine room	
⃠	If a sump pump, sub floor trough, or any other electrical conductive material (metal grates, etc) is installed in the machine room floor, they shall be covered; the cover shall be securely fastened into place and covered with an isolation mat to eliminate the shock hazard	
⃠	If a sump pump is installed in the machine room it shall have its own dedicated single supply receptacle, and is not required to be of the GFCI type	
⃠	A clear unobstructed distance of 1000mm minimum in font of controller, or cabinet has been provided	
⃠	Complete all machine room wiring	
	Main Disconnect Switch	
⃠	Correct rated fuses or circuit breakers are installed	
⃠	The main disconnect is lockable in the OFF position	
⃠	Provided with a sign to identify the location of the supply side overcurrent protective device	
⃠	If provided for emergency lowering or emergency power, the auxiliary contacts shall be located in the main disconnect. Contacts shall be positively opened mechanically, and their opening is not solely dependent on springs	
⃠	Provide a clear unobstructed distance (minimum of 1000mm) in front of the main disconnect	
	120 V AC Car Light Disconnect Switch	
⃠	The 120 VAC car lighting disconnect is lockable in the OFF position	
⃠	Correct rated fuse intalled (maximum 15 amp)	
⃠	Provide a clear unobstructed distance (minimum of 1000mm) in front of car light disconnect	
PIT		
	Pit Enclosure:	
⃠	Where the entry of water from other sources is anticipated, provisions shall be made to prevent accumulation in pit	
⃠	A positive means has been provided to prevent water, gases, and odours from entering the hoistway through the pit drain	
⃠	Sumps and sump pumps installed in elevator pits shall be covered. The cover shall be secured and level with the pit floor.	

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PIT (continued)		
	Pit Enclosure (con't)	
⃠	Sump pumps installed in pits shall have a dedicated single supply receptacle. This receptacle is not required to be of the GFCI type.	
⃠	Each pit receptacle shall be a GFCI type (except for sump pumps)	
⃠	Permanent lighting shall be installed in the pit with an illumination of not less than 100 lx at the pit floor	
⃠	The pit light shall be provided with a guard	
⃠	The light switch shall be installed such that is easily accessible from the bottom landing door	
	Pit Access Ladder (if your depth is greater than 1000 mm from the sill of the access door)	
⃠	Shall be designed to extend from the pit floor to a point 1200 mm above the bottom landing door sill	
⃠	Shall be a minimum of clearance of no less than 115mm from the centre line of the rungs to the wall	
⃠	Shall be fixed in place, and made of non-combustible material	
⃠	Rungs shall utilize anti-slip design (knurling, dimpling, skid resistance coating, etc.)	
⃠	Shall be installed to avoid any obstructions within the ladder rungs, cleats or steps	
RUNWAY		
⃠	Eliminate all holes, recess and gaps in runway enclosure and ceiling; All surfaces that are exposed to the rider of the lift are solid with a smooth surface	
⃠	The hoistway/runway enclosure is designed and built to meet Building Code fire rating requirements	
⃠	Remove all pipes or ducts conveying gases, vapours, or liquids not used in connection with the lift equipment from the runway enclosure	
⃠	Remove all electrical wiring, raceways, and cables in the runway not directly in connection with the operation or function of the lift	
⃠	Remove all shearing, crushing, trapping, or abrading hazards in the runway. For example, recessions or projections such as banisters, handrails, and window wells	
PLATFORM ENCLOSURE		
⃠	The permanent flooring is installed on the lift platform	
OUTSIDE RUNWAY		
⃠	Install permanent lighting at runway entrances	
⃠	Tripping hazards at the landing sills due to unfinished or improperly installed flooring are eliminated	
⃠	Emergency lighting for the runway is operative	
⃠	Signage complying with CSA B355 has been installed at a visible position near each operating device providing operating instructions on how to gain access to and operate the lift. Each lift shall be provided with an audible alarm unless the lift, while in operation, is permanently attended by a person who will not ride the lift.	
RUNWAY CLEARANCES		
	Vertical Platform Lifts	
⃠	A maximum of 15 mm from the access edge of the platform to the inner surface of the runway enclosure, where an enclosure is provided, including a landing door or gate is provided	
⃠	A maximum of 20 mm from the access edge of the platform to the vision panel on the landing door or gate is provided	
⃠	A maximum of 100 mm from the non-access side of the platform to the runway enclosure for enclosed vertical platform lifts (if applicable) is provided	
⃠	A minimum of 50 mm from the non-access side of the platform to the runway enclosure is provided	

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RUNWAY CLEARANCES (continued)		
	Stair Lifts	
⃠	All projections in excess of 30 mm into the runway shall be bevelled at an angle of 15 degrees or less to the line of travel if they are within the following distances to the adjacent side of the carriage: - 600 mm, if the lift is equipped with a standing platform or wheelchair-and-attendant platform - 300 mm, if the lift is equipped with a wheelchair platform or chair carriage	
⃠	Any part or edge of the carriage that could possibly be used as a supporting handhold shall have a clearance of not less than 50 mm from any part of the fixed installation, to prevent the trapping of a hand during the travel of the carriage	
⃠	Unless the shear hazard is otherwise minimized, a solid guard shall be provided in the intersecting angle of the runway and the ceiling or soffit where a stair lift penetrates a floor where the penetrated ceiling or soffit is less than the following distances from any edge of the chair or platform: - 600 mm, if the lift is equipped with a standing platform or wheelchair-and-attendant platform, and - 300 mm, if the lift is equipped with a chair carriage or wheelchair platform	
⃠	The exposed edge of stair lift guards at ceiling or soffit intersections shall have a vertical height of at least 350 mm, be coloured red, a minimum width of 25 mm and a minimum radius of 12 mm. The guard may be glass, if shatterproof	

Instructions

The Lift Installation Contractor shall, prior to requesting an initial inspection (related to a new installation) from Government Services, complete this Pre-Inspection Checklist.

The Lift Installation Contractor shall complete the required information, and upon completion of the required task, check the applicable boxes listed in the right hand column of this Pre-Inspection Checklist.

The Lift Installation Contractor shall carry out a preliminary examination of the device, and once satisfied that all work is completed in accordance with the registered design submission, and applicable codes and standards, shall complete the Declaration section of this Pre-Inspection Checklist and submit to Government Services prior to requesting an initial inspection.

The Lift Installation Contractor shall complete these Code requirements prior to submitting the Pre-Inspection Checklist to Government Services and requesting and inspection.

Declaration

I, representing the Lift Installation Contractor, do verify that the lift location indicated does conform to the requirements of the Amusement Rides and Elevating Devices Regulations, 1996, under the Public Safety Act and the adopted CSA B355 Lifts for Barrier Free Access.

Location or address of installation: _____

Declaration

Company name: _____

Printed name of employee: _____

Title of employee: _____

Date: _____

Signature: _____

Routing Information

Please return completed Checklist via any of the following:

Mail:
Government Services
Engineering and Inspection Services
P. O. Box 8700
St. John's, NL A1B 4J6

In-Person:
Engineering and Inspection Services
Motor Registration Building
149 Smallwood Drive
Mount Pearl, NL

Telephone: (709) 729-2749
Email: EngineeringInspection@gov.nl.ca
Fax: (709) 729-2071