

Inspection and Test for Elevator and Hydraulic Lift Table

Record No.: _____
page 1 of 2

Client: _____	Subcontractor: _____
Project No.: _____	Subcontract P.O. No.: _____
Project Name: _____	Equipment No.: _____
	Serial No.: _____

Additional Information:	P.O. No.:
Vendor:	Reference Document:

Items to inspect	Subcontractor	Company		Remarks
	inspected initials/date	Hold Point	inspected* initials/date	
1.0 Nameplates data in accordance with drawings, specifications and requisitions				
2.0 Check structural steel guides/supporting columns for elevator shaft				
3.0 Check hydraulic system				
4.0 Check against lubrication plate for correct oil and correct level				
5.0 No oil leaks in tanks and on the hydraulic system				
6.0 Check all valves are in correct position				
7.0 Check installation of elevator cabin				
8.0 Check conformity of cable trays, cable insulation, motor power panel board (Use relevant Company electrical inspection & test records)				
9.0 Check all door frames to be installed at each floor				
10.0 Grounding connected and tight				
11.0 Check lighting and emergency lighting installation and outlets				

H - Company's presence is mandatory for all activities in section. Attachments, No. of pages: _____
h - Company's presence is mandatory.

Accepted for Subcontractor	Accepted for Company	Accepted for Client
Name: _____	Name: _____	Name: _____
Signature: _____	Signature: _____	Signature: _____
Date: _____	Date: _____	Date: _____

*Company only initials for holdpoint

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Items to inspect	Subcontractor	Company		Remarks
	inspected initials/date	Hold Point	inspected* initials/date	
12.0 Check alarms: Local Remote 13.0 Check all electrical limit switches 14.0 Check telephone system 15.0 Check automatic levelling 16.0 Check shock absorber 17.0 Check ventilation in shaft and cabin 18.0 All protections, alarms, functional tests to be checked with vendor and Company (attach relevant vendor forms) 19.0 Verification of test by official organization (attach test certificate) 20.0 <u>Elevator type</u> Mark and type: Duty of elevator: Lifting capacity: Lifting speed: Number of levels: Year built:		h		

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