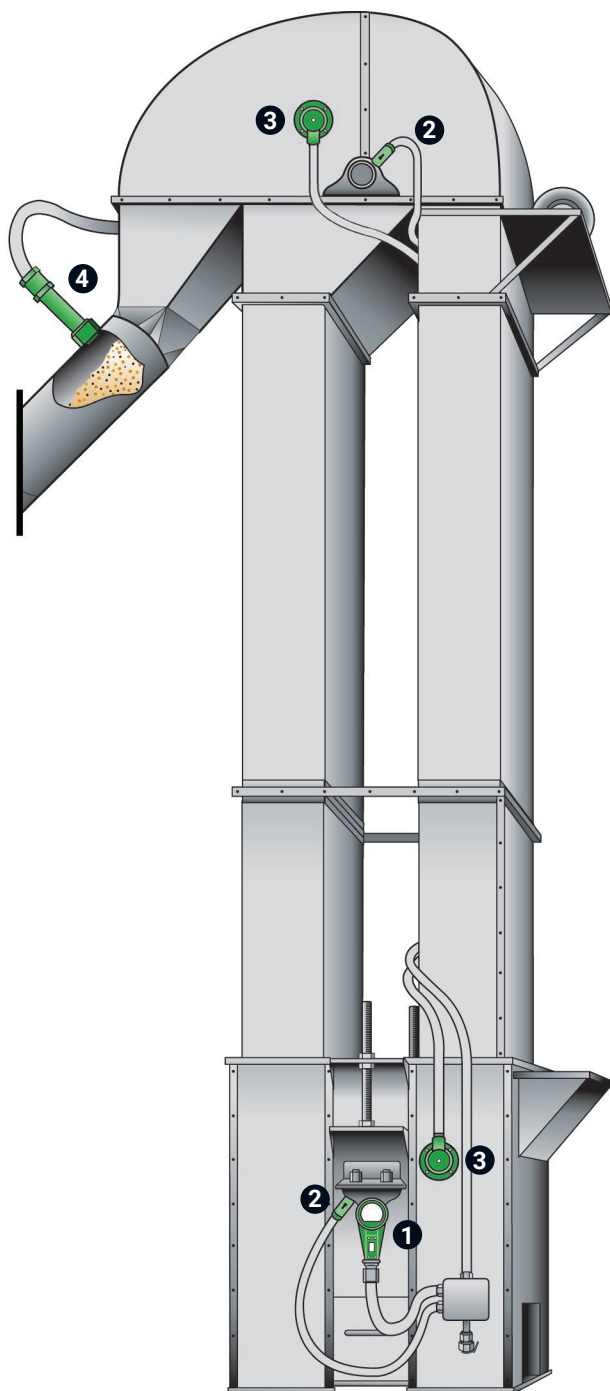




ELEVATOR INSPECTION CHECKLIST



- ☐ 1. Maintain Emergency Action Plan
- ☐ 2. Educate All Staff On Lockout/Tagout (LOTO) & General Safety
- ☐ 3. Maintain Preventative Maintenance Schedule
- ☐ 4. Maintain Written Log of Inspection/Maintenance & Testing
- 5. Clean Out
 - ☐ Dust and Debris from Area
 - ☐ Head Section
 - ☐ Tail Section
- 6. Inspect/Test
 - ☐ Belts & Splices
 - ☐ Buckets & Bolts
 - ☐ Belt Tension & Take-up
 - ☐ Pulleys
 - ☐ Lagging
 - ☐ Guards
 - ☐ Dust Seals
 - ☐ Bearings ②
 - ☐ Temperature Sensors ②
 - ☐ Belt Alignment Monitors ③
 - ☐ Speed Switch Sensor ①
 - ☐ Plug/Choke Sensors ④
 - ☐ Fire Extinguishers
 - ☐ Emergency Lights
 - ☐ E/Stops
 - ☐ Additional Safety Devices
- ☐ 7. Replace Worn or Broken Parts
- 8. Complete Safety Assessment with 4B Tech Team
 - ☐ Detailed Safety Audit, with Photos
 - ☐ Safety Recommendations
 - ☐ Contractor/Electrician Training
 - ☐ Contact 4B to Schedule