Facility Commissioning Group

158 Burt Road | Lexington, KY 40503 | Tel. (859) 278-5552 | Fax (859) 278-6501
2611 Waterfront Parkway, Suite 340 | Indianapolis, IN 46214 | Tel. (317) 536-2618

System Verification Checklist

[Project Name]

System: **Elevator** Tag: Service:
Location: Building:

Installation Check/Reference	*Provided*	*Initials*	*Date*	*IC*
Manufacturer:				**ELV**
Model Number:				**ELV**
General				
Elevator equipment is identified with elevator number on driving machine, controller, selector, governor and other equipment as required by A17.1-2.29				**ELV**
Elevator Hoistway				
Hoistway levels have floor numbers identified on the hoistway side of the enclosure or hoistway door with minimum 4" letters per A17.1-2.29.2				**ELV**
Pit is dry				**ELV**
Pit floor is level				**ELV**
An ASME A17.1 approved, non-combustible pit ladder is installed				**ELV**
The pit ladder extends 42"above the lowest sill				**ELV**
Sumps and floor drains are provided in pit				**ELV**
Lights and switches in pit are fed from same circuit				**ELV**
Light switch is readily accessible				**ELV**
Illumination levels are at least 19 fc at floor level throughout the pit				**ELV**
Elevator stop switch in pit				**ELV**
Plaque for elevator stop switch in pit				**ELV**
Sumps and sump pumps location does not interfere with elevator equipment				**ELV**
No conduit other than for pit is installed within pit or hoistway				**ELV**
Any projections or recess greater than 2" must be beveled at an angle not less than 75 degrees from horizontal				**ELV**
Convenience receptacle shall be GFCI protected				**ELV**
Smoke detector is provided in pit				**ELV**
Smoke detector is provided in top of hoistway				**ELV**
High temp sprinkler head with shield is mounted within 24" of bottom of pit				**ELV**

Remarks: **IC-**Installing Contractor**; SM-**Sheet Metal Contractor; **MC-**Mechanical Contractor;
EC-Electrical Contractor; **CC-**Controls Contractor; **ELV-**Elevator Contractor

"This System Verification Checklist document represents FCG's standard test protocol, basic functional test, and FCG's best understanding of the designed sequence of operation. This document DOES NOT define design intent, supersede contract documents, or direct means and methods."

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Elevator Hoistway (continued)				
Guide-Rail supports are spaced not more than specified in A17.1-8.4.8				**ELV**
Oil Buffer is filled to manufacturer's recommended oil level				**ELV**
Normal terminal stopping devices have been installed and set.				**ELV**
Final terminal stopping devices have been installed and set				**ELV**
Emergency terminal speed-limiting devices have been installed and set				**ELV**
Elevator Cab				
Entrance and door are UL 252 or UL 10B fire rated for 90 minutes				**ELV**
Car is fabricated with recesses and cutouts for signal equipment				**ELV**
Car has stainless steel wall panels				**ELV**
Sills are extruded nickel sliver with grooved surface 1/4 inch thick				**ELV**
Handrails are provided and are at 32" aff				**ELV**
Hoistway entrance is 48 inches wide by 84 inches tall				**ELV**
Smoke detector is provided at each landing				**ELV**
Car Door Safeties				
A retractable edge shoe is installed on the leading edges of the elevator's entrance doors				**ELV**
Door reopening infrared array is provided				**ELV**
Low voltage downlights are provided in each ceiling panel				**ELV**
Car safeties are provided under the car platform, securely bolted to car frame				**ELV**
Car safety centrifugal governor is mounted at the top of the hoistway				**ELV**
Signal Equipment				
Car control station is mounted on rear of hinged panel, viewed through flush return panel				**ELV**

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Signal Equipment (continued)				
Buttons and switches comply with ASME A17.1,with tactile symbols and braille				**ELV**
Verify that no smoking signs are provided adjacent to control station				**ELV**
Elevator data plate marked with elevator capacity and car number on car top				**ELV**
Emergency communication system is provided with two way communicator				**ELV**
Car position indicator is provided with travel direction arrows				**ELV**
Hall push button station is provided at each landing				**ELV**
Hall lantern and annunciator are provided				**ELV**
Hall position indicator is provided above the hoistway entrance at each floor				**ELV**
An audible signal system is provided to indicate the cars actions				**ELV**

Notes:

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