



**Office of the Fire Commissioner**

Inspection and Technical Services  
 500-401 York Avenue  
 Winnipeg, Manitoba, Canada R3C 0P8  
 Phone: (204) 945-3373  
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**Hydraulic Elevator Data Sheet Checklist**

ITSM Elevator Form 02

<b>GENERAL</b>	<b>Date:</b>	<b>Class:</b>	<b>Type:</b>
	<b>Unit Number:</b>	<b>Unit #:</b>	<b># Floors:</b>
	<b>Address:</b>	<b>Capacity:</b>	<b>Speed:</b>
	<b>City:</b>	<b>Adjuster:</b>	
	<b>Contractor:</b>	<b>Signature:</b>	

<b>MACHINE ROOM</b>	<b>Access to M/R</b>	<b>Auxiliary Power / Contacts</b>
	<b>Door Type, Lock, Closer</b>	<b>Pressure Switch</b>
	<b>Threshold Plate</b>	<b>Manual Lowering Valve</b>
	<b>GFCI Outlet, Lighting</b>	<b>Certifications &amp; Data Plate</b>
	<b>ABC Powder Extinguisher</b>	<b>Pressure Gauge Fitting</b>
	<b>Ventilation, Heating</b>	<b>Tanks Capacity, min Level Indication</b>
	<b>Other Equipments, Floor Openings</b>	<b>Flexible Hose, Fitting Assemblies</b>
	<b>Machine Numbering</b>	<b>Supply Lines, Shutoff Valves</b>
	<b>Disconnect Switch "110" volts</b>	<b>Anticreep Leveling / Stop Switch</b>

<b>FULL LOAD</b>	<b>Motor Current</b>	<b>Motor Volts</b>	<b>Motor Data Plate</b>		<b>Main Disconnect Switch</b>	
	▲ Amp	▲ V	Current	As	Fuse	As
	<b>Line Current</b>	<b>Line Volts</b>	Volts	Vs	Volts	Vs
	▲ Amp	▲ V	Working Pressure		psi	
	Speed ▲	Speed ▼	Standing Pressure		psi	
	Relief Valves	psi	Over-Load Setting		amp	
	Over-Speed Valve	f/m	Low Oil Protection Time	S	S	

<b>NO LOAD</b>	<b>Motor Current</b>	<b>Motor Volts</b>	<b>REDUNDANCY</b>			
	▲ amps	▲ Vs	Ground Or Failure		Bypass Switch	
	Working Pressure	psi	Hoistway Access		Inspection Switch	
	Standing Pressure	psi	Hall Door	Car Gate	Contractors	
	Speed ▲	Speed ▼	Fuse	Leveling	Inner landing	

Where there is a conflict between this Checklist between this Guideline & the Act & Regulations the regulations Shall Prevail.

This information is collected under the authority of the Elevator Act and Elevator Regulation. Information is protected by The Freedom of Information and Protection of Privacy Act. If you have questions about the collection of information, contact Inspection and Technical Services Manitoba, at 500-401 York Ave, Winnipeg, MB R3C 0P8 or call (204) 945-3373.



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<b>Hoistway &amp; Top-Of-Car</b>	<b>Top Access Switch ▲ ▼</b>		<b>Top-of-Car Clearance</b>	
	<b>Stop Switch, Light and Outlet</b>		<b>Refuge Space and Marking</b>	
	<b>Inspection Operation</b>		<b>Car Frame Guides</b>	
	<b>Inspection Open Door, Bypass</b>		<b>Guide Rails and Equipment</b>	
	<b>Equipment on car, Guard Rails</b>		<b>Top Emergency Exit</b>	
	<b>Hoistway Construction</b>		<b>Pipes, Wiring, and Ducts</b>	
	<b>Hoistway Clearances</b>		<b>Door Closed Position, Retainer</b>	
	<b>Windows, Projections, Recesses</b>		<b>Door Hanger &amp; Locking Device</b>	
	<b>Terminal Limit Switches</b>		<b>Identification of Floors</b>	

<b>PIT</b>	<b>Pit Access Switch ▲ ▼</b>		<b>Car Buffer Stroke</b>	In
	<b>Lighting</b>		<b>CW Buffer Stroke</b>	In
	<b>Stop Switch(s)</b>		<b>Car Runby, Signs</b>	In
	<b>GFCI</b>		<b>CW Runby</b>	In
	<b>Drain, Sump Pump</b>		<b>Car Clearance Bottom</b>	In
	<b>Limit Switches</b>		<b>Pit Depth</b>	In
	<b>Comp. Chain Switch(s)</b>		<b>Refuge Space and Marking</b>	In
	<b>Buffer, Plates, Switches</b>		<b>Governor Tension Device</b>	
	<b>Wiring, pipes, and ducts</b>		<b>Car Frame, Platform, Apron</b>	
	<b>Traveling Cables</b>			

<b>INSIDE CAR</b>	<b>Emergency Light</b>		<b>Door Open Devices</b>	
	<b>Emergency Bell</b>		<b>Sill Clearance</b>	
	<b>Ventilation</b>		<b>Car Communication</b>	
	<b>Car Area &amp; Capacity Plate</b>		<b>Power Closing Test</b>	
	<b>MB Licence Plate</b>			

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