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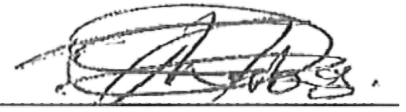
Functional responsibility



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1) INTRODUCTION

Each Lift, Escalator and Passenger conveyor is an essential part of the plant for the safe transportation of persons and goods within Eskom generating plant and commercial buildings. Lifts and escalators are installed within the structures of many Eskom buildings and power stations to enhance performance and ease of workload.

The document describes requirements to ensure that all Lifts, Escalators and Passenger conveyors, receive the highest degree of attention in quality engineering, operational and maintenance, all of which is aligned to South Africa National Standards (SANS).

Since lifts and escalators are used in the transportation of people and goods, the management of such installations is to ensure that they are inspected, tested and maintained to the highest degree in accordance with the SANS standards and the OHS Act No 85 of 1993 and to ensure that no injury or fatality will occur in relation to such installations, that could have been anticipated or foreseen.

2) SUPPORTING CLAUSES

2.1) SCOPE

Routine maintenance, repairs and statutory compliance of Boiler lifts, Auxiliary Bay lifts, Smokestack lifts and Admin lifts as required by SANS standards and OHS Act. Inspection of elevators on a periodic basis and monthly preventive maintenance.

Cleaning, lubricating, and adjusting all elevator components that control the mechanical operation of the elevator.

Executing electrical equipment tests such as control boxes, electrical circuits, and electrical wings is also a part of preparing for preventive elevator maintenance.

Maintenance of safety equipment, its acceleration, and deceleration is a high priority to prevent any incidents. The scope covers all Lifts, and Elevators throughout Eskom Duvha Power Station.

2.2) Purpose

Lifts and escalators are used in the transportation of people and goods, the purpose of this document is to detail the measures to be taken to ensure that they are inspected, tested and maintained to the highest degree in accordance with the SANS 53015 standard and the OHS Act 85 of 1993 and to ensure that no injury or fatality will occur in relation to such installations, that could have been anticipated or foreseen.

2.3) Applicability

This document shall apply to Boiler lifts, Aux Bay lifts, Smokestack lifts and Admin lifts at Duvha power station.

3) NORMATIVE/INFORMATIVE REFERENCES

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

3.1) Normative

- ISO 9001 Quality Management Systems.
- OHS Act: Occupational Health and Safety Act 85 of 1993
- SANS 21: Safety rules for the construction and installation of escalators and passenger conveyors
- SANS 1543 -1: Escalators and passenger conveyors

[1] SANS 1545 -1: Safety rules for the construction and installation of lifts Part 1: Electric lifts

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- SANS 1545 -5: Safety rules for the construction and installation of lifts Part 5: Electric and hydraulic access, goods only lifts
- SANS 1545 -6: Safety rules for the construction and installation of lifts Part 6: Rack and Pinion Lifts
- SANS 1545 -9: Safety rules for the construction and installation of lifts Part 9: Lift landing door fire resistance testing
- SANS 50081 - 1 Specifications for electric lifts, safety rules for construction and installation of lifts
- SANS 53015 – Maintenance of Lifts and Escalators
- Plant Safety Regulations (PSR) 36-681 – Generation Plant Safety Regulations
- 240-56179027 - Safety Measures and Approved Protective Clothing and Personal Protective Equipment against the Thermal Hazards of an Electric Arc for Metal Clad Switchgear (Up to 11 kV).
- 240-83762530 – Electric Lifts - Maintenance Check Sheet
- 240-83762662 – Authorisation Letter – Competent Lift Mechanic / Assistant
- 240-83762578 – GMR 2(7)a Appointment Letter – Lifts, Escalators and Passenger Conveyors
- 240-83762782 – Statutory Appointment Letter – Competent Person for Examination and Maintenance of Lifts
- SANS 50081-20 Safety rules for the construction and installation of lifts – Lift for transport of persons and goods. - Part: 20 Passenger and goods passenger lifts
- SANS 50081-50 Design rules, calculations and test of lift components

4) DEFINITIONS

Definition	Description
Access goods only lift	means a lift in which persons are never transported or allowed by the user to be transported and where the conveyance is accessed by persons only for the purposes of loading and unloading at landings or for maintenance purposes, but does not include a temporarily installed material hoist;
Competent lift service provider	A person that employs competent lift mechanics and a competent operator, or a competent lift mechanic who is self-employed and who undertakes to contract with the user of a lift, escalator, passenger conveyor to perform maintenance, examinations and tests in terms of regulation 7; of the Occupational Health and Safety Act 85 of 1993 Lift Escalators and passenger Conveyor regulations.
Competent lift mechanic	A person who has completed an electrical or mechanical apprenticeship in the trade of lift mechanic, who also has completed an electrical or mechanical trade qualification and has had at least one year post qualification general practical experience on lifts, or has obtained a minimum of NQF level five electrical or mechanical engineering qualification and has had at least one year post qualification general practice experience on lifts.
Comprehensive Report	A certificate as contemplated in the relevant health and safety standard incorporated into these Regulations.
Elevator	American term for a lift.
Escalator	A power-driven inclined stairway with moving steps and handrails, which is intended for the transportation of persons from one level to another.

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Definition	Description
Facility	Facility refers to a property or plant controlled by Eskom. Typically a Power Station, office area such as Megawatt Park or training facility such as the Eskom Academy of Learning
Failure	The malfunctioning of any part of a lift, escalator or passenger conveyor, whereby the safety of a person has been or may have been endangered.
Functional operating Tests / Activity	A permit to work is not required for functional operating tests/activities on lifts, provided they are executed by the Competent Lift Mechanic that a Risk Assessment has been done, that the activity is carried out in accordance with the Original Equipment Manufacturers requirements as well as in accordance with an Eskom approved procedure.
Independent lift inspector	A non-Eskom employee, registered with the Engineering Council of South Africa in terms of the Engineering Profession of South Africa Act, 2000 (Act No. 46 of 2000).
Inspection service provider	A person that employs a registered lift inspector who undertakes to contract with the user of a lift, escalator or passenger conveyor to perform inspections and is accredited by the accredited authority.
Lift	Any permanent or temporary lifting installation used for the conveyance of persons or of persons and goods, or as an access goods only lift, that operates by means of a conveyance or platform running on a fixed guide or guides and serving landings, but does not include a hoist worked by hand power or a material hoist.
Machine compartment	The room, well or pit where the main driving machinery or controls of the lift, escalator or passenger conveyor are situated.
Major component	Includes main drive, suspension ropes, controller or any other part that can impact on the safe operation of a lift.
Modification	Any alteration to a lift, escalator or passenger conveyor affecting the control, load, travel or safety thereof.
OHS Act	Occupational Health and Safety Act 85 of 1993
Operator	A person who is selected, trained, assessed, and authorised in terms of legislation to operate specific equipment.
Passenger conveyor	A power driven installation with a continuous moving walkway, incorporating a moving belt or pallets and handrails intended for the conveyance of persons either on the same level or between two different levels
Registered lift inspector	A person registered with the Engineering Council of South Africa in terms of the Engineering Profession of South Africa Act, 2000 (Act No. 46 of 2000).
Work / working	All human activities in connection with plant, excluding operating activities and non-dangerous activities performed on the external parts of plant and which cannot affect the health and safety of workers or the safe operation of the plant.

5) DISCLOSURE CLASSIFICATION

Controlled Disclosure: Controlled Disclosure to external parties (either enforced by law, or discretionary).

6) ABBREVIATIONS

Abbreviation	Description
DOL	Department of Labour
ECSA	Engineering Council of South Africa
EOD	Electrical Operating Desk
GMR 2(7)a	General Machinery Regulation 2(7)a

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Abbreviation	Description
LAR	Limited Access Register
NEC	New Engineering Contract
OEM	Original Equipment Manufacturer
OHS Act	Occupational Health and Safety Act 85 of 1993
PPE	Personal Protective Equipment
PSR	Plant Safety Regulations
QCP	Quality Control Plan
SANS	South African National Standards

7) REVISION HISTORY

This is the first revision of the document.

Date	Rev.	Remarks
May 2024	1	First revision

8) DETAIL SCOPE FOR ALL LIFTS:

Maintenance Services:

- Flexible maintenance schedules (monthly, quarterly, bi-annually)
- Lubrication and inspection
- Permitting
- Drop test services
- Repair services
- Spare parts replacement
- Emergency call-out service

Typical Activities during maintenance period will include but not limited to below:

- Visual inspection of all components and indicators
- Adjust car and landing gates and car levelling
- Check oil levels
- Over-speed drop tests
- Lubricate bearings
- Check levelling
- Gearbox oil change
- Brake inspection, adjustments and replacement
- Inspect safety circuits
- Check main and rooftop controls
- Inspect hoist way
- Inspect wire ropes and counterweight systems
- Inspect traveling cable system
- Inspect sheave wheels
- Transformer – 380V to 110V and 24V

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- Transformer – 110V to 24V (Aux bay lift)

Critical maintenance basics to be performed:

Over Speed Governor: The over speed governor shall operate in accordance with SANS 1545-6 [5]. Means shall be provided to check the correct functioning of the over speed governor by carrying out a drop test of the complete safety gear and over speed governor.

Safety Gear: Maintain and test safety gear for proper functioning in accordance with SANS 1545-6 [5].

Buffers: All lift buffers to be maintained at good high-quality standard to ensure compliance with SANS 1545-6 [5]. The buffers shall be thoroughly inspected on every opportunity given. Test for proper functioning to ensure they can still provide required protection against malfunction of elevator or lift control system resulting in over travelling of lifts/ elevator pass through lowest stop to the base of the lift shaft.

Guide Rails: The car guide rails are to conform to SANS 1545-6 [5]. The strength of the guides, their attachments and joints shall be tested/ checked to ensure durability and safety. Oil drip trays are to be provided for the car guide rails in the lift pit.

Electro-mechanical Brake: The electro-mechanical brake shall comply with SANS 1545-6 [5]. Ensure lift manual emergency operating device capable of having the brake released by hand while a constant manual pressure is required to keep the brake open. Check condition of liners, adjust and test for functionality. Ensure that the lift car stops within the acceptable limits. Check to ensure the correctness of the brake torque with spring balance (ensure the stopping positions does not exceed stated values).

Gearboxes, Pinions, and Racks: Contractor to ensure sufficient rack and pinion lubrication at all times. The grease-filled lubrication canister will provide lubrication in accordance with the lift design. All maintenance as per O&M manuals and the Lift Maintenance Strategy. Maintenance of the gearbox and rack and pinion for wear, physical damages and deformations. Check the oil levels and top—up if necessary to required levels. Replacement of gearbox if need be. External inspection for gearbox, check for leaks and replace seals identified from inspection/services.

Ensure that all equipment is properly secured with all required bolts/nuts and ensure correct torques settings are used at all times. Check that all screw joints are properly tightened. Ensure all hazardous location specifications are adhered to.

Electrical Motors: All maintenance to be done as per O&M manuals and the Lift Maintenance Strategy in compliance with OHS Act regulation. External inspection and testing of motors for functionality. Disconnecting and reconnecting of motors and brakes during replacement. Clean the electric motor cooling flanges when necessary. Check motor overload protections are set as stated on the motor nameplate or datasheet supplied. Maintenance of electrical terminations to ensure that there are no loose connections. Ensure that the motor, end shields and covers are properly secured.

Lift doors and protections: Maintenance of all 220V cables. Maintenance of 220V sockets outlets. Check the function of all emergency indications (alarm, light and phones). Maintenance and testing of standby/emergency lighting. Check and replace the corroded protection devices which are located inside the electrical panels. Ensure that all protections are properly functioning at all times.

The standard requires higher lighting levels in both the lift car and shaft. In car lighting should provide illumination of 100 lux (was 50 lux) with emergency illumination of 5 lux for one hour (was 1W for

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one hour). Lighting should be placed at a height of 1m in the centre of the car close to emergency push buttons.

Statutory testing e.g. earth leakage testing

Critical checks and test for lift cars, Machine rooms and inside pits:

Inside the Car

- Ensure the doors can open and close freely and without obstructions.
- Look for signs of damage on the ceiling, handrails and walls.
- Find and replace any burned-out lights, including in the control panel.
- Confirm that the emergency phone connects quickly with 911 or the local fire department.

Outside the Car

- Replace any lights that have burned out at each floor.
- Inspect the door panels and clearances.
- Test the smoke detector and fire alarm system.

In the Machine Room

- Test the smoke detector and fire alarm system.
- Check oil levels and ensure all systems are properly lubricated.
- Examine electrical wiring for signs of fraying or defects.
- Make sure there is adequate headroom for technicians.
- Remove anything that interferes with access to the equipment.

On Top of the Car

- Ensure the emergency exit hatch is easily accessible.
- Test the brakes and inspect the mechanism to make sure it is in good condition.
- Check cables for signs of wear.
- Look for signs of rodents or vandalism along the hoist way.

In the Pit

- Make certain the area has proper access.
- Inspect the pit to make sure it has the necessary clearance.
- Check the car frame for signs of damage.

Lifts re-roping: Scope of work includes include but not limited to the following

- Removing worn main ropes for Boiler goods lift and Aux bay lifts
- Replacing main ropes for Boiler goods lift and Aux bay lifts
- Removing worn governor speed ropes for Boiler and Aux bays lifts
- Replacing worn governor speed ropes for Boiler and Aux bays lifts
- Re-grooving/Replacing main traction sheave for Boiler and Aux bays lifts
- Re-grooving/Replacing counter weight and On-Top-Of-Car sheave for Boiler lifts
- Replacing bearing for counter weight and On-Top-Of-Car sheave for Boiler lifts

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Please note:

It is the responsibility of the service provider to supply all tools necessary to perform the maintenance of the lift.

9) LIFT SPECIFICATIONS:

Aux bay Lift rope specification

Diameter: 12 mm
Overall length: 60 meters
Construction: plain ends (8x19)
Material: un-galvanised steel wire rope
Strength: 1770 n/mm²
Rope type: steel wire
Specification: EN12385-4
Tensile strength of wires (n/mm squared): 1370-1770
Nominal diameter of wire rope: 16mm
Specific breaking load (KN): 63.3
Actual breaking load (KN):73

NB!! Ropes must be supplied with Rope COC

Boiler goods lift rope specification:

Diameter: 16 mm
Overall length: 215meters
Construction: plain ends (8x19)
Material: un-galvanised steel wire rope
Strength: 1370-1770 n/mm²
Rope type: steel wire
Specification: EN12385-4
Tensile strength of wires (n/mm squared): 1370-1770
Nominal diameter of wire rope: 16mm
Specific breaking load (KN): 113
Actual breaking load (KN):130

NB!! Ropes must be supplied with Rope COC

Governor speed (Boiler and Aux bay Lifts)

Diameter: 8 mm
Overall length: 1250 meters (for 4 x boiler goods lift and 2 x Aux bay Lifts)

Smokestack Lifts lift specifications:

No. of lifts:	2
Registration numbers:	PE4596
Original manufacturer:	Rack Lift International
Year of Installation:	1979
Upgrade date:	None
Load Capacity:	900kg
Lift speed:	0.68m/s

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10) KEY COMPONENTS OF LIFTS THAT MAY ENDANGER PERSONS LIFE:

- Door locks: door locks must be properly functioning at all times to ensure safety of persons.
- Door fastenings /hanger /slippers: Inspect and ensure that all are functioning properly.
- Door detectors /door protection: All detectors must be inspected and tested to ensure compliance and safety of humans.
- Vision panel e. Intercom /alarms: For safety reasons ensure that all alarms and intercoms are properly functioning at all times.
- Floor levels: Ensure that all floor levelling sensors are working properly and accurate.
- Brake linings: Ensure all liners properly adjusted and in good working conditions.
- Over-speed governor/ Safety gear: All should be inspected for any wear and tested as per OHS Act.
- Limited headroom: ensure that head room meet the design requirements to ensure safety.
- Machine room door: Ensure that all machine room doors are working properly and locked at all times.
- Illumination in the car and landing: ensure compliance to lift car lighting and shaft lighting
- Excessive thrust or gear/ drive shaft wear: inspect sheave wheels for any excessive damage which could lead to failure of the components. Ensure that oil level is correct at all times. Replace any damage gearbox.
- Shaft end protection: Ensure that buffers are in good condition and serve the purpose designed for. Check for any permanent deformation of buffers or physical damages.
- Water leakages: Check for any water which can affect the lift operation and endanger the person's life.
- Broken, badly worn, cracked gears for rack or pinion

11) REPLACEMENT PARTS:

This is a list of parts which a contractor should be prepared to replace when a need arise due to normal wear or breakdown failures. See list below:

Door locks, doors, door contacts, switches and holders, relays, liner circuits, readers & tape, machining parts, proximities, door closers, striker arms, motor replacement/ repairs, solenoids, cables & wiring, (transformers), brakes & liners, contactors, overloads, door closing mechanism, all relevant components for the day to day operation of the lifts, springs, flexible conductors and selectors. Moving parts or parts subject to normal wear and tear such as Gearboxes, sheave wheels/ pulleys, of relays and contactors mounted on the controller, selector, brake and governor including metal and carbon contacts, contact holders, insulators, springs, flexible conductors, drives, detectors, remote stations, indicators, main and governor ropes. Racks and pinions for smokestack lifts. Car fluorescent, LED lights and light fittings.

The internal components including but not limited to, contacts of car-mounted stopping switches, brakes, car operating panel, car door interlock, hoist way-mounted operational switches, push buttons and landing door interlocks.

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12) OHS Act REGULATION:

Summary of Regulation requirements:

- Agreement to be in place with a service provider (SLA)
- Monthly service visits (unless otherwise approve via exemption for particular lift and site)
- Locks and safety circuit to be inspected on each service visit.
- Six (6) Monthly rope inspections
- Twelve (12) month interval for safety gear system test
- Twelve (12) month interval for buffer system test
- Competent lift service provider to report the user / landlord to the DoEL should the lift and/or escalator operating without a valid comprehensive report. (Referred to an Annex B...)

Definitions

In these Regulations any word or expression to which a meaning has been assigned in the Act shall have the meaning so assigned and, unless the context otherwise indicates—

“access goods only lift” means a lift in which persons are never transported or allowed by the user to be transported and where the conveyance is accessed by persons only for the purposes of loading and unloading at landings or for maintenance purposes, but does not include a temporarily installed material hoist;

“accredited authority” means the South African National Accreditation System established by section 3 of the Accreditation for Conformity Assessment, Calibration and Good Laboratory Practice Act, 2006 (Act 19 of 2006);

“competent lift mechanic” means a person who—

- (a) has completed a learnership or an apprenticeship in the trade of lift mechanic;
- (b) has completed an electrical or mechanical trade qualification and has had at least one year post qualification general practical experience on lifts; or
- (c) has obtained a minimum of a NQF level five electrical or mechanical engineering qualification and has had at least one year post qualification general practical experience on lifts;

“competent operator” means a person who has obtained a minimum of a NQF level 2 in the maintenance or installation of lift, escalators and passenger conveyor;

“competent lift service provider” means a person that employs competent lift mechanics and a competent operator, or a competent lift mechanic who is self-employed and who undertakes to contract with the user of a lift, escalator, passenger conveyor to perform maintenance, examinations and tests in terms of regulation 7;

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“comprehensive report” means a certificate as contemplated in the relevant health and safety standard incorporated into these Regulations;

“escalator” means a power-driven inclined stairway with moving steps and handrails, which is intended for the transportation of persons from one level to another;

“failure” means the malfunctioning of any part of a lift, escalator or passenger conveyor, whereby the safety of a person has been or may have been endangered;

“inspection service provider” means a person that employs a registered lift inspector who undertakes to contract with the user of a lift, escalator or passenger conveyor to perform inspections and is accredited by the accredited authority;

“landing” means any floor or platform that is designed to give access to a lift or escalator or passenger conveyor;

“lift” means any permanent or temporary lifting installation used for the conveyance of persons or of persons and goods, or as an access goods only lift, that operates by means of a conveyance or platform running on a fixed guide or guides and serving landings, but does not include a hoist worked by hand power or a material hoist;

“machine compartment” means the room, well or pit where the main driving machinery or controls of the lift, escalator or passenger conveyor are situated;

“main landing” means a landing situated at the same level as the main entrance of a building;

“material hoist” means a hoist used to lower or raise material and equipment, and includes cantilevered platform hoists, mobile hoists, friction drive hoists, scaffold hoists, rack and pinion hoists and combination hoists;

“modification” means any alteration to a lift, escalator or passenger conveyor affecting the control, load, travel or safety thereof;

“National Building Regulations” means the regulations published under the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977), and promulgated by Government Notice R.2378 of 12 October 1990 as amended by Government Notices R.432 of 8 March 1991, R.919 of 30 July 1999 and R.547 of 30 May 2008;

“official number” means the number allocated by the provincial executive manager, which is unique to a specific lift, escalator or passenger conveyor on specific premises;

“passenger conveyor” means a power-driven installation with a continuous moving walkway, incorporating a moving belt or pallets and handrails, intended for the conveyance of persons either on the same level or between different levels;

“provincial director” means the provincial director as defined in regulation 1 of the General Administration Regulations promulgated by Government Notice R.929 of 25 June 2003;

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“registered lift inspector” means a person registered with the Engineering Council of South Africa in terms of the Engineering Profession of South Africa Act, 2000 (Act 46 of 2000);

“the Act” means the Occupational Health and Safety Act, 1993 (Act 85 of 1993);

“well” means any vertical or inclined way in which a lift is operated.

Scope of application

(1) These Regulations shall apply to employers or self-employed persons who carry out work on lifts, escalators or passenger conveyors.

(2) These Regulations shall apply to persons who have on their premises either permanently lifts, escalators or passenger conveyors.

Permission to install and use (not applicable for this scope)

(1) No person shall install or permit the installation of a new or used lift, escalator or passenger conveyor unless—

(a) that person has submitted a completed form in the form of Annexure 1 to the relevant provincial director who shall allocate an official number to the lift, escalator or passenger conveyor;

(b) that person has been allocated an official number contemplated in paragraph (a); and

(c) such installation meets the requirements of these Regulations and complies with the relevant standards and specifications incorporated into these Regulations under section 44 of the Act.

(2) No person shall put into use or require or permit the use of a lift, escalator or passenger conveyor unless that person is in possession of a valid comprehensive report issued in terms of regulation 6(4): Provided that such report shall be completed by an inspection service provider.

(3) The user of a lift that does not operate automatically shall appoint the operator of such a lift in writing and instruct that operator as to the dangers of its operation.

Design and construction (not applicable for this scope)

(1) Subject to regulation 3(2), no person shall use, install or modify, or permit the use, installation or modification, of any lift, escalator or passenger conveyor unless—

(a) such lift, escalator or passenger conveyor has been designed and constructed or modified in accordance with the relevant standard incorporated for this purpose into these Regulations under section 44 of the Act; and

(b) the requirements of the National Building Regulations, if applicable, have been complied with.

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(2) The user shall ensure that all the electrical components of a lift, escalator or passenger conveyor which is installed in a location where there is a danger of fire or explosion due to the presence, occurrence or development of explosive or flammable atmospheres or where explosive articles are manufactured, handled or stored, comply with regulation 8 of the Electrical Machinery Regulations, 1988, promulgated by Government Notice R.1593 of 12 August 1988, as well as the Explosives Regulations, promulgated by Government Notice R.109 of 17 January 2003.

Particulars of lifts, escalators and passenger conveyors

(1) The user shall ensure that every lift, escalator and passenger conveyor is marked, in the machine compartment, in a conspicuous place, within a holder, with the following particulars—

- (a) The name of the manufacturer;
- (b) the year of installation;
- (c) the year of modification;
- (d) the official number contemplated in regulation 3(1)(a);
- (e) the rated speed in metres per second; and
- (f) the rated load in kilograms.

(2) Where the machinery of more than one lift, escalator or passenger conveyor is installed in a compartment, the user shall ensure that all the machinery and switch-gear of each unit are distinctly and permanently marked with the same distinguishing mark, which shall differ from the distinguishing mark of the machinery and switch-gear of any other unit in that compartment.

(3) The user shall keep an up-to-date, legible and schematic electrical wiring diagram in respect of every lift, escalator or passenger conveyor in a safe place in the machine compartment, as the case may be.

(4) The user shall affix or cause to be affixed in a conspicuous place at the main landing of every group of lifts and in each car and at every group of escalators and passenger conveyors, the name and telephone number of the competent lift service provider designated in terms of regulation 7(1).

Inspections and tests

(1) The user shall ensure that every lift, escalator or passenger conveyor is inspected and tested in accordance with the relevant health and safety standards incorporated into these Regulations under section 44 of the Act—

- (a) before such lift, escalator or passenger conveyor is put into use for the first time; or
- (b) after any modification has been effected; or

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- (c) after any failure has occurred; or
 - (d) whenever there has been a change in the competent lift service provider; and
 - (e) at intervals not exceeding 24 months thereafter, or at shorter intervals according to in-house risk assessment, by an inspection service provider who shall complete a comprehensive report separately for each lift, escalator or passenger conveyor so inspected and tested, and such inspection service provider shall date and sign such report and submit it within 30 days to the user, who shall keep the report in a safe place and a copy of the report in the machine compartment.
- (2) If an inspection or test carried out by an inspection service provider on a lift, escalator or passenger conveyor shows that any defect or weakness exists whereby persons are endangered, the inspection service provider shall report such defect or weakness forthwith to the user, the competent lift service provider and the provincial director, and no person shall be conveyed or allowed to be conveyed in or on such lift, escalator or passenger conveyor until such defect has been rectified to the satisfaction of the inspection service provider.
- (3) If a comprehensive report in accordance with a health and safety standard incorporated into these Regulations under section 44 of the Act shows a defect or weakness not considered under subregulation (2) the user shall rectify such defect or weakness.
- (4) A comprehensive report for a lift, escalator or passenger conveyor shall be completed when—
- (a) the lift, escalator or conveyor is put into use for the first time;
 - (b) any modification to the lift, escalator or conveyor has been effected;
 - (c) a reportable incident in terms of section 24 of the Act occurs;
 - (d) there is a change in the designated competent lift service provider; and
 - (e) at intervals not exceeding 24 months thereafter.
- (5) When an inspection or a test is conducted by an inspection service provider the inspection service provider shall ensure that all the documents and records required in terms of regulation 8 are kept in good order and are up to date.
- (6) An inspector may at any reasonable time inspect any lift, escalator or passenger conveyor, and the user shall place, free of charge, at the disposal of the inspector any workmen and equipment that may be reasonably required by the inspector for the purpose of carrying out such inspection.
- (7) An inspection service provider who wishes to avail himself or herself of designation as such by the user of a lift, escalator or passenger conveyor in order to carry out an inspection in terms of this regulation shall register with the accreditation authority.

Maintenance

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(1) The user shall designate a competent lift service provider to examine and maintain a lift, escalator or passenger conveyor at least once a month or at such longer intervals as may be prescribed by the manufacturer of such lift, escalator or passenger conveyor: Provided that an inspector may prescribe such examining intervals as he or she may deem necessary.

(2) At an examination contemplated in subregulation (1), the competent lift service provider shall examine the parts of a lift, escalator or passenger conveyor as prescribed by the relevant manufacturer or by an inspector: Provided that in the case of a lift, he or she shall test all the gates and door locks at each examination: Provided further that the suspension ropes of a lift shall be examined at six-monthly intervals and that the lift safety gear, over speed governor and buffers shall be tested at intervals not exceeding 12 months.

(3) If maintenance or an examination carried out in terms of subregulation (1) or a test carried out in terms of subregulation (2) shows that a weakness or defect exists whereby persons are endangered, the competent lift service provider shall report the weakness or defect immediately to the user and the provincial director, and no person shall be conveyed in or allowed to be conveyed in or on such lift, escalator or passenger conveyor or to enter such access goods only lift until such defect has been rectified to the satisfaction of an inspection service provider.

(4) The user of a lift, escalator or passenger conveyor shall immediately take steps to stop the working thereof and to prevent the starting thereof if its use is or is likely to be dangerous to persons.

(5) The user of a lift, escalator or passenger conveyor and the competent lift service provider responsible for the examinations contemplated in subregulation (1) or test contemplated in subregulation (2) shall immediately notify the provincial director in writing of the name and address of the competent lift service provider carrying out such examinations or tests.

(6) The competent lift service provider shall notify the provincial director and the user immediately in writing if a lift, escalator or passenger conveyor is found to be in operation without a valid comprehensive report issued in terms of regulation 6 that is kept in the machine compartment in terms of regulation 8.

Record keeping

(1) The user of a lift, escalator or passenger conveyor shall keep in a safe place in the machine compartment of every such lift, escalator or passenger conveyor a record in which he or she shall enter or cause to be entered—

- (a) his or her name, address and telephone number;
- (b) the name, address and telephone number of the competent lift service provider designated by him or her to carry out the maintenance and examinations contemplated in regulation 7(1) and the tests contemplated in regulation 7(2);
- (c) a report on the results of every examination contemplated in regulation 7(1), and the test contemplated in regulation 7(2) including any modifications, repairs, adjustments and tests carried out;
- (d) a copy of the latest comprehensive report contemplated in regulation 6(4);

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(e) a copy of all suspension rope certificates and the results of the examination contemplated in regulation 7(2) on the condition of the suspension ropes;

(f) the registers or files and the technical dossiers required in terms of the relevant SANS specifications;

(g) the commissioning acceptance report or copy thereof required in terms of the relevant SANS specification; and

(h) a copy of each comprehensive report made in respect of incidents in terms of section 24(1)(c)(iii) and (iv) of the Act.

(2) The user shall keep the records contemplated in subregulation (1) in the relevant machine compartment for a period of at least 10 years.

Approved inspection authority

(1) An inspection service provider who wishes to avail himself or herself of designation as such by the user of a lift, escalator or passenger conveyor in order to carry out an inspection in terms of regulation 6, shall register with the accreditation authority.

(2) The Chief Inspector may at any time withdraw any approval of an approved inspection authority, subject to section 35 of the Act.

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