MUNICIPALITY OF ANCHORAGE – DEVELOPMENT SERVICES – BUILDING SAFETY DIVISION – ELEVATOR INSPECTION GROUP

Elevator Standby / Emergency Power Operation - Category 5 Test Form

Building Name & Building Address:			
MOA Tag #(S):		**Device #(S):**	**Rated Speed:**
Name of Person Performing Tests & Employer:			
Type of Elevator:	Electric / Hydraulic	**Date of Test:**	

ASME A17.1-2019 Local Amendment 23.75.8.6.4.24 & Local Amendment 23.75.8.6.5.16.7

ATTENTION: Secure / Hold Elevator at a Landing prior to Transfer of Elevator to Standby / Emergency Power Source as power transfer while elevator is moving can cause injury to riding passengers due to sudden stop.

Requirement	Test Results			Describe failure and identify date of correction and retest
1 - Did generator start & transfer power to elevator(s)	YES	NO		
2 – Can power be transferred to each elevator	YES	NO	N/A	
3 - Did Generator Power Visual Signal Illuminate	YES	NO	N/A	
4 - Did Elevator operate correctly on generator power	YES	NO		
5 - Was the up and down Speed of elevator normal (Not Required for Hydraulic Elevators)	YES	NO	N/A	
6 - Did elevator transfer back to normal power	YES	NO		

Requirement	Test Description	Test Results			Date of Deficiency Correction	Other Recorded Data
8.6.4.19.7	Standby / Emergency Power Operation	PASS	FAIL	N/A		

Note – Answering YES indicates a passing test result and answering NO to any portion of this test would indicate a Failure that would require correction by the elevator service contractor or the electrical/generator contractor. A single Test form may be used for multiple grouped elevators.

Note – For Hydraulic Elevators that do not operate in a group that is equipped with generator selector switch, only test item 3 is applicable and only if equipped with a visual "Emergency Power" indicator light that is provided at the primary landing.

Description of Test requirements

1. Did generator start and transfer power to elevator – Have the elevator(s) taken out of normal service and placed at the bottom terminal floor or at the floor where the "EMERGENCY POWER" selector switch is located, if this selector switch is provided (this can be accomplished by placing the elevator in "Independent" service and parking it at the desired floor). The next step would be to simulate a loss of power for the elevator or building, if possible, as an automatic start of the generator and an automatic transfer of power is the preferred method of testing as this verifies correct operation of the generator and transfer switch as well as correct operation of the elevator on generator power.
2. Could power be transferred to each elevator – If the elevator is part of a group that is equipped with a selector switch and all elevators of the group are not designed to run simultaneously on generator power, verify that power can be transferred to each elevator of the group using the selector switch. When selecting power from one elevator to the next, ensure that the elevator that is currently on generator power is stopped at a floor before the selector switch transfers power to the next elevator.
3. Did Generator Power Visual Signal Illuminate – if provided, verify that the generator power light at the main lobby was illuminated when the elevator(s) transferred to generator power.
4. Did Elevator operate correctly on generator power – Operate each elevator designated or selected to be operated on generator power, one at a time, with no load in the car, making several trips and stops checking for proper operation and ensuring that the elevator will latch and respond to call calls and answer lobby hall calls.
5. Was up and down speed of elevator normal – For an Electric (Cabled-Traction) elevator, use a stopwatch to time the elevator as it travels up & down between the top terminal floor & the bottom terminal floor and compare these times recorded from generator power to how long it takes the elevator to travel from terminal floor to terminal floor on normal power. If the travel times are substantially different, the speed discrepancy must be investigated by the Elevator service provided to make certain that in neither direction, the speed of the elevator on generator power does not reach the tripping speed of the governor electrical overspeed switch or 125% of the listed rated speed for that elevator.
6. Did elevator transfer back to normal power – verify that the elevator successfully transferred back to normal power.

Notes, Repairs and Corrective actions:

*** This Test Form must remain as a permanent part of the elevator maintenance records and shall not be removed regardless if the elevator maintenance company changes. Any answer of "No" for any part of the elevator generator test is to be considered a failed test and the deficiency associated with this failed test will need to be corrected and the corrective action taken recorded on this form or in the elevator service repair records. This form should be filled out complete for each elevator, but one single form may be used for a group of elevators that share a selector switch as long as each elevator tag number is provided on this form.**