

**SPECIFICATION  
FOR  
MAINTENANCE  
OF  
POWERED LIFTING  
PLATFORMS (for use by  
disabled persons)**

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## **MAINTENANCE REPORTS**

The Contractor shall ensure that, following all inspection visits, conditional reports shall be submitted to the Contract Administrator in electronic format, including all specialist reports and test equipment printouts.

In addition the Contractor shall ensure that a Site Logbook be maintained on site containing duplicate copies of all the reports information submitted to the Contract Administrator.

The Site Logbook shall also contain a copy of the Site Risk Assessment, Method Statement and COSHH for the Contractors operatives and all specialist sub-contractors.

## **MANUFACTURER'S REQUIREMENTS**

Where manufacturer's instructions exceed the requirements of this document they shall be adhered to in their entirety.

## **PERMIT TO WORK CERTIFICATION**

If it is deemed necessary by the Contract Administrator for the need for a permit to be issued before any work is undertaken on the system, the Contractor shall ensure his compliance with the permit to work system as employed by the Contract Administrator.

## **GUIDANCE**

The Contractor shall refer to the specification schedule of works and to manufacturers' requirements and recommendations for detailed guidance. Other guidance is available from the HSE, SAFed, and the BSI.

The Contractor shall pay particular attention to:

- . The Provision and Use of Work Equipment Regulations (PUWER)
- . Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)
- . Approved Code of Practice and Guidance L113: Safe use of lifting equipment.
- . BS6440:1999 Powered lifting platforms for use by disabled persons – Code of practice
- . BS7671:2001 Requirements for Electrical Installations. IEE Wiring Regulations. Sixteenth Edition
- . SAFed LG1
- . HS (G) 107 Maintaining portable electrical equipment.
- . Work equipment. Provision and Use of Work Equipment Regulations 1992. Guidance on the regulations L22 1992.

## **MINOR REPAIRS**

The Contractor shall, during servicing and testing, carry out minor repairs such as tightening joints, replacement of bolts, screws, to ensure completeness of equipment and make appliances safe.

**Platform Lift Maintenance Sheet 1 of 6**

Item No.	Item	Frequency	Action	Notes
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**A PERSONNEL**

1	Competencies		The Contractor shall ensure that all personnel are suitable trained, experienced and competent to undertake the works.	
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**B MANUFACTURER'S REQUIREMENTS AND RECOMMENDATIONS**

2	Maintenance Instructions		<p>The Contractor shall note that this specification represents a minimum standard. It is generic and not specific to a particular manufacturer or item of equipment.</p> <p>In all instances, the manufacturer's requirements and recommendations, shall be complied with and shall take preference where they exceed the requirements of this specification.</p>	
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**C DOCUMENTATION AND LOG BOOK**

3	Log Book	6 monthly	Examine the log book. Ensure that it contains commissioning data, information and instructions as specified in Annex B and Annex C of BS6440:1999.	Report, as a defect requiring attention, the absence of any such item within the log book.
4	Notices	6 monthly	Ensure notices are present, in good condition and clearly displayed. Such notices shall conform to the requirements of Figures 1,2 and 3 of BS6440:1999.	Provide new notices as necessary.
5	Instructions	6 monthly	Ensure that the operator has and understands the manufacturer's operating instructions.	Provide laminated A4 copies of instructions where missing.

**Platform Lift Maintenance Sheet 2 of 6**

Item No.	Item	Frequency	Action	Notes
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**C DOCUMENTATION AND LOG BOOK (continued)**

5	Instructions (continued)	6 monthly	Written instructions shall be present for: safe use of the platform lift; normal operation and breakdown of the platform lift; the need to keep the written instructions and the emergency hand winding handle in a safe place together with any emergency telephone numbers.	
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**D CONSTRUCTION**

6	General mechanical condition	6 monthly	Confirm that all parts of the platform lift are of good mechanical construction, sound material and adequate strength (so far as is ascertainable)	
7	Inaccessible Parts	6 monthly	Report any inaccessible parts.	

**E MOTORS, DRIVES, GEARS, etc**

8	Gears	6 monthly	Examine gears, clean and lubricate as necessary. Examine drives for alignment; adjust as necessary.	Report condition.
9	Motors	6 monthly	Blow out windings. Examine connections. Examine alignment between motor and gears. Test bearings for play. Remove surplus oil and grease. Test under normal running conditions. Examine commutators, slip rings, brushes, holders and springs.	Report running and stall currents.

Platform Lift Maintenance Sheet 3 of 6

Item No.	Item	Frequency	Action	Notes
<b>E MOTORS, DRIVES, GEARS, etc (continued)</b>				
10	Brake	6 monthly	Clean and examine; adjust as necessary. Lubricate mechanism in accordance with manufacturer's instructions. Measure stopping distance upon application of brake in both directions. Measure stopping distance upon operation of safety gear in both directions.	
11	Rack and pinion or chain and sprocket	6 monthly	Clean and examine; adjust as necessary. Lubricate as necessary.	
12	Rails and guides	6 monthly	Clean and examine all rails and guides. Examine deflection during operational test.	
13	Fixings	6 monthly	Examine securing bolts and anti-vibration mountings; secure as necessary.	
14	Rollers	6 monthly	Clean and examine all rollers and bearings. Adjust as necessary.	
15	Ropes	6 monthly	Clean and examine ropes. Inspect for fraying wires or deterioration. Lubricate as necessary. Adjust tension as necessary.	Report condition and next anticipated replacement.
17	Hydraulic pumps and reservoirs	6 monthly	Clean and examine. Examine for leakage.	
18	Hydraulic rams	6 monthly	Clean and examine. Examine for leakage.	
19	Hydraulic hoses	6 monthly	Examine for leakage. Examine hose connections. Examine for cracks, splits or deterioration.	

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Item No.	Item	Frequency	Action	Notes
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**F PLATFORM**

20	Liftway protection	6 monthly	Ensure liftway protection conforms the requirements of BS6440:1999 for both non-enclosed or fully enclosed liftways.	
21	Platform protection	6 monthly	Examine mechanical condition of platform. Examine platform protection. Examine all safety guards and flaps.	
22	Doors, gates and barriers	6 monthly	Examine all doors, gates and barriers. Test operation of mechanical and electrical locks and interlocks.	
23	Levelling	6 monthly	Operate platform lift and ensure it lands at the correct level. Adjust as necessary.	

**G SAFETY DEVICES**

24	Safety gear and brake	6 monthly	Examine all safety gear. Test operation of safety gear switches.	
25	Safety edges	6 monthly	Examine and test operation of all sensitive edges and surfaces and other sensing devices.	
26	Safety gear	6 monthly	Ensure the safety gear switch operates correctly.	

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Item No.	Item	Frequency	Action	Notes
<b>H CONTROLS</b>				
27	Controls	6 monthly	Clean and examine all controls. Examine indicator and pilot lamps, replace as necessary. Examine remote controls and call points. Test all controls.	
28	Trailing cable	6 monthly	Examine flexible cables for wear, fraying braid and brittle insulation.	
29	Drum and bushes	6 monthly	Examine and test operation of drums and bushes. Clean, lubricate and adjust as necessary.	
30	Limit and safety switches	6 monthly	Examine limit and safety switches. Examine cables and terminal connections. Test operation of upper and lower control limit switches. Test operation of upper and lower final limit switches. Test operation of slack rope/chain switches. Test operation of safety gear switch Test operation of swivel seat interlocks. Test operation of ramp interlocks. Test operation of hinged rail interlocks. Test operation of emergency stops. Test operation of overspeed governor.	
31	Overloads	6 monthly	Examine overload settings. Compare to commissioning data.	
32	Alarms	6 monthly	Examine and test operation of alarms.	

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Item No.	Item	Frequency	Action	Notes
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**J ELECTRICAL INSTALLATION**

33	General electrical installation	3 yearly	Carry out a periodic inspection with associated circuit tests in accordance with the requirements of BS7671: Requirements for Electrical Installations.	
34	Flexible cables	6 monthly	Examine flexible cables for wear, fraying braid and brittle insulation.	
35	Main isolating switch	6 monthly	Test polarity. Examine fuses, ensure correctly rated fuses are fitted. Examine terminal connections.	
36	RCD	6 monthly	Test operation of residual current devices.	
37	Battery charger and charging circuits	6 monthly	Examine chargers and low voltage wiring.	
38	Batteries	6 monthly	Test batteries; renew as necessary. Ensure batteries are securely fitted.	
39	Earthing and bonding	6 monthly	Examine earthing and bonding arrangements. Test earth continuity.	
40	Lighting	6 monthly	Clean and examine all light fittings. Test operation of emergency lights. Ensure 1hr operation of emergency lights.	