



OUT OF SERVICE / DECOMMISSIONED CONVEYANCES

CONVEYANCES PLACED OUT OF SERVICE

All elevators, escalators, and lifts placed out of active service for a period **not exceeding** one year shall comply with the following:

- (1) The owner or his agent shall notify the Department of Public Safety Elevator Division in writing, and request for approval giving the date when the elevator, escalator, or lift will be placed out of service, the reason for removal from service and the date of return to service. A current Inspection Certificate shall be required when placing it back in service during that year.
- (2) The elevator main line disconnects shall be secured in an off position with the fuses removed.

DECOMMISSIONED CONVEYANCES

All elevators, escalators, and lifts placed out of active service for a period **exceeding** one year shall comply with the following:

- (1) The owner or his agent shall notify the appropriate regional office of the Department of Public Safety's Division of Fire Safety in writing giving the date the elevator or lift will be decommissioned.
- (2) The car and counterweight shall be lowered to the lowest landing.
- (3) All ropes removed.
- (4) Main line fuses removed.
- (5) Service switch opened and the cabinet sealed with a padlock.
- (6) Where landing doors remain in place, the doors shall be bolted securely in the closed position from the hoistway side.
- (7) When landing gates are in place, the landing openings shall be totally enclosed and strongly reinforced.
EXCEPTION: The lowest landing door shall be locked from the landing side.
- (8) Hydraulic decommissioning. When a hydraulic elevator is decommissioned the oil pipeline from the hoistway to the power unit and the oil in the tank will be removed from the premises. The supply wires shall be disconnected at the main line switch and at the power unit.
- (9) Moving Stairway Decommissioning. Any moving stairway which is permanently removed from service shall have the electrical power supply disconnected by removing the fuses and disconnect the wiring on the load side of the disconnect switch. A permanent barricade shall be erected at each landing of said stairway to prevent access.
- (10) Placing Back in Service. Any decommissioned elevator, lift or moving stairway placed back in service shall meet the minimum requirements of the currently adopted A17.3. If the original installation of the equipment was after that date, it shall meet the requirements of A17.1 in effect at the time of installation.