

1

INSPECTION DATE		
Month	Day	Year
0	0	09
1	1	10
2	2	11
3	3	12
4	4	13
5	5	14
6	6	15
7	7	
8	8	
9	9	

2

CERTIFIED ELEVATOR INSPECTOR (CEI) #			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9



Office of Elevator Safety
GSA Facilities & Utilities Management Division
201 West Flagler Street
Miami Florida 33130-1510
T 305-375-1577 F 305-372-6367

6

Page _____ of _____

SERIAL NUMBER				
0	0	0	0	0
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
8	8	8	8	8
9	9	9	9	9

7

ELEVATOR INSPECTION REPORT PERIODIC TEST RESULTS

3

☐ ANNUAL ☐ FIVE-YEAR ☐ ACCEPTANCE
☐ OTHER _____
☐ PASS ☐ FAIL

Signature _____ CEI # _____ REG # _____

Print Name _____ Phone Number _____

TYPE-HYDRAULIC ELEVATOR

8

Full Load <input type="checkbox"/> Witness Record <input type="checkbox"/>			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

9

No Load			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

10

Relief <input type="checkbox"/> Pass <input type="checkbox"/> Fail			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

TYPE-ELECTRIC/TRACTION ELEVATOR

11

Normal Speed			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

12

Switch Speed <input type="checkbox"/> Pass <input type="checkbox"/> Fail			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

13

Trip Speed <input type="checkbox"/> Pass <input type="checkbox"/> Fail			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

14

Slide <input type="checkbox"/> Pass <input type="checkbox"/> Fail			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

15

Pull Out <input type="checkbox"/> Pass <input type="checkbox"/> Fail			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

16

Pull Thru <input type="checkbox"/> Pass <input type="checkbox"/> Fail			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

COMMENTS _____

INSTRUCTIONS FOR MIAMI-DADE COUNTY SUPPLEMENT ELEVATOR INSPECTION REPORT PERIODIC TESTS RESULTS

Please enter the information in the blocks provided and then fully darken in the blocks (bubbles) with the corresponding number.

- (1) Enter the Inspection date the same as the first page and then completely darken the block (or bubble) with the same corresponding number.
- (2) Enter your elevator inspector (CEI)#, and then completely darken the block (or bubble) with the same corresponding number.
- (3) Select the type of TEST being witnessed, the test is performed the elevator contractor, by completely darkening the block or bubble. Do not use "acceptance" or "other" (for future use).
- (4) Indicate either an overall pass or fail by darkening the block (or bubble) based on the results obtained from witnessing the tests and recording the results as the tests are completed. NOTE: If any one of the required test(s) fails, the unit fails the test overall in this area. Only the specific device which failed will need to be re-tested.
- (5) Signature of the inspector witness, CEI#, or REC#, printed name and phone number is required.
- (6) Page number of total number of pages, this should match the accompanying inspection report.
- (7) Enter the State Serial# of the unit being inspected and then completely darken the block (or bubble) with the same corresponding number.
- (8) (9) (10) Apply to Hydraulic Elevators. The value is to be recorded in the spaces above the bubble area and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column. If the full load value is already recorded on the tank or frame of the pumping unit, indicate that value is taken from the RECORD. When test weights are used to establish the full load value such as during an acceptance inspection, or if full load is not recorded on the pumping unit and test weights are used during an annual inspection to establish the full load value, indicate that value is taken from the WITNESS. All values are to be entered from right to left, justified to the left lowest digit entered in the first column on the right.
- (9) No load pressure is to be determined by moving the empty car to the top floor and recording the value and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column.
- (10) Relief pressure is to be determined by easing the car onto the stop ring and recording the bypass pressure. Indicate whether the test either passed or failed. Record the value and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column.
- (11) The normal speed (also the contract speed) is the actual speed observed from the hand held tachometer; this value to be recorded in the space above the bubble area and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column. NOTE: If this report is an annual for a traction unit, a test supplement is not required.

- (12) The Governor switch speed is the over speed switch value observed from the hand held tachometer in the down direction and the value is recorded and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column. Indicate whether the test either passed or failed. If the type of unit you are inspecting does not employ an overspeed switch leave blank, and so note in the comments section.
- (13) The Governor trip speed is the speed that is observed from the hand held tachometer at the time the governor mechanically actuates and stops the motion of the governor rope. Record this value and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column. Indicate whether the test either passed or failed.
- (14) The slide is the length of the marks left from the car safeties on the rails plus the length of the safety jaws. Record this measurement and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column. Indicate whether the test either passed or failed.
- (15) The pull out is entered here either in lbs. or if it is a drum driven safety in inches that the tiller rope pulled out to initiate the safety jaws. Record this value and then completely darken the block (or bubble) with the same corresponding number of the value in the proper column. Indicate whether the test either passed or failed. If the type of unit you are inspecting does not employ a pull out feature, leave blank, and so note in the comments section.
- (16) The pull thru is entered here in lbs. and is the value at the time the governor rope begins to slip depending on the type of governor in use, a certified dynamometer is required for this test . Record a value and completely darken the block (or bubble) with the same corresponding number of the value in the proper column. Indicate whether the test either passed or failed.

FOR ELEVATORS WITH COUNTERWEIGHT SAFETIES:

AT THIS TIME, COUNTER WEIGHT GOVERNOR VALUES WILL BE RECORDED IN THE COMMENT SECTION OF THE INSPECTION REPORT AND IF A VIOLATION EXISTS IT WILL BE RECORDED AS SUCH.