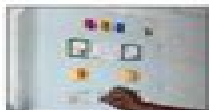
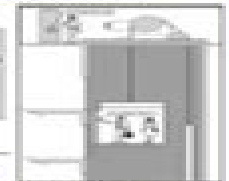


RESCUE PROCEDURE FOR MACHINE ROOM ELEVATOR

CAUTION This operation shall be carried out by authorized persons only. Any accident or damage resulted from carrying out such an operation by unauthorized persons shall not be the owner's or contractor's responsibility. Don't attempt a rescue unless you are trained/ authorized to do since it involves your life and others too Inform the man trapped incident to **CREATIVE DEVICES**.



- Locate the lift. It can be done by any one of the following methods. From the landing position indicator
- Knock the door on every floor and ask "Is any body there in the lift car?" until the lift location is confirmed.
- Communicate through intercom with the trapped persons and ask them for the lift location (intercom unit will be in M/C room) Or See through the visual glass panel in door if it is there
- Communicate and reassure the trapped persons to stay calm
- They will be rescued Safely
- To stay clear of the lift car door
- Not to attempt to come out of the lift until instructed by you, as it is unsafe.

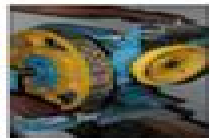


- Switch off the main power supply of the lift and Lock Out & Tag the switch
- Tagging is to warn others from switching On the elevator when rescue is in progress

Release the brake by operating the manual brake release lever



- Release the brake for 2 seconds to see which way the lift moves (Continuous opening can lead to over-travel of lift)
- Ensure you understand which way the lift is moving. Refer to the notification painted in the m/c room as shown here
- Repeat the brake release action for 2 second at a time, until the lift reaches the nearest floor level
- Floor level can be identified by matching the paint marking in ropes and the M/C bed plate
- If the hand winding is difficult due to balanced car situation, stop the rescue procedure and arrange for another trained person to come and assist you.



- Walk down to the floor where the lift is stopped and inform the passengers once again to stay away from lift car door.
- Open the doors completely using the emergency open key if it is semi automatic it will open itself
- Remind the passengers to watch their step and to be careful when leaving the lift.

Once the passengers are out of the lift, close the lift car and landing doors



- Look for any obvious or visible damage to the lift equipment, including landing doors and vision panels, before switching on.
- If any damage is noted, inform the **CREATIVE DEVICES** & wait for technical assistance. The lift must remain switched off.
- If you are not trained to identify damages, the lift must remain switched off. You should call and then wait for **CREATIVE DEVICES** technical team to assist.

CAUTION: Don't try to open the landing door before you have located the car and reassured the passengers. If the elevator car is located at a level of more than $\pm 600\text{mm}$ to the nearest landing floor, don't release the passenger. Inform the man trapped incident to **CREATIVE DEVICES**. Mobile : 97414 33444

NEVER TRY TO RESCUE THE PASSENGERS IF THE CAR IS NOT PARKED IN THE FLOOR LEVEL



Elevator Passenger Operation Manual

Rachel S Tattersall



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Table of Contents Elevator Passenger Operation Manual

1. Understanding the eBook Elevator Passenger Operation Manual
 - The Rise of Digital Reading Elevator Passenger Operation Manual
 - Advantages of eBooks Over Traditional Books
2. Identifying Elevator Passenger Operation Manual
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Elevator Passenger Operation Manual
 - User-Friendly Interface
4. Exploring eBook Recommendations from Elevator Passenger Operation Manual
 - Personalized Recommendations
 - Elevator Passenger Operation Manual User Reviews and Ratings
 - Elevator Passenger Operation Manual and Bestseller Lists

5. Accessing Elevator Passenger Operation Manual Free and Paid eBooks
 - Elevator Passenger Operation Manual Public Domain eBooks
 - Elevator Passenger Operation Manual eBook Subscription Services
 - Elevator Passenger Operation Manual Budget-Friendly Options
6. Navigating Elevator Passenger Operation Manual eBook Formats
 - ePub, PDF, MOBI, and More
 - Elevator Passenger Operation Manual Compatibility with Devices
 - Elevator Passenger Operation Manual Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Elevator Passenger Operation Manual
 - Highlighting and Note-Taking Elevator Passenger Operation Manual
 - Interactive Elements Elevator Passenger Operation Manual
8. Staying Engaged with Elevator Passenger Operation Manual
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Elevator Passenger Operation Manual
9. Balancing eBooks and Physical Books Elevator Passenger Operation Manual
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Elevator Passenger Operation Manual
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Elevator Passenger Operation Manual
 - Setting Reading Goals Elevator Passenger Operation Manual
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Elevator Passenger Operation Manual
 - Fact-Checking eBook Content of Elevator Passenger Operation Manual
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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