MAINTENANCE LOGBOOK

Transport platform

SEP SERIES

98031135 Rev02

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1. FOREWORD

1.1. REVISION TABLE

Revision N°	Description	Date (yyyy-mm-dd)
01	General revision	2021-11-20
02	Monthly, Quarterly, and Annual code reference added	2021-12-02

1.2. APPLICABLE STANDARDS

- CSA B354.12-17 - Design, calculations, safety requirements, and test methodology for mast climbing transport platforms (MCTPs)
- CSA B354.13/14-17 - Safe use and best practices for mast climbing transport platforms (MCTPs)/ Training for mast climbing transport platforms (MCTPs)
- ANSI/SIA A92.10 – 2008 – American National standard for transport platforms

1.3. SCOPE

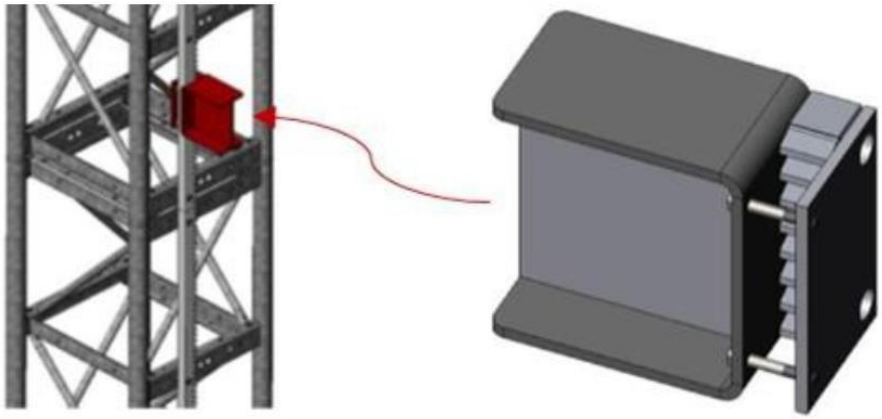
This document is a **LOGBOOK** provided by the manufacturer to the owner(s) of SEP work platform. It shall be used within the scope of the daily inspections and periodic inspections and maintenances of the machine. Multiple copies of the inspection and maintenance forms are available.

It is the owner(s)'s responsibility to ensure that copies of the logbook forms are always available on site.

1.4. INSTALLATION AND TRANSPORT SAFETY AWARENESS

- Before starting work at the job site, familiarize yourself with the machine and its working environment, e.g. obstacles in the work and transfer area, ground load bearing capacity and necessary safeguarding of the construction site from pedestrian and public transport.

- **NEVER STAND OR WORK BENEATH THE PLATFORM**, without using an official **FRACO safety locking device**.



⚠ WARNING

Access under the platform is permitted for installation and maintenance purposes and only under the condition that the platform be unloaded and completely locked from moving, sitting 2" (51 mm) above the safety locking device installed on the mast rack.

- NEVER PLACE OR STORE OBJECTS UNDER THE PLATFORM.
- Always secure the machine against unauthorized access and use outside of working hours.
- Only load and transport equipment that has been carefully packed and secured inside the platform.
- Position the load securely and evenly on the platform floor. Any material that could slip or fall must be secured.
- The machine must be assembled and dismantled according to the **Installation manual** and under supervision of a trained and authorized **installer** designated by the owner/user.
- The machine is subject to periodic inspection and maintenance, in addition to the Daily inspection. The Daily inspection shall be performed prior to the beginning of all work shift.

1.5. MAINTENANCE SAFETY AWARENESS

- Unless power is absolutely needed to perform a maintenance/inspection step, switch off the power (e.g. disconnect main plug or lock the main breaker) for maintenance work that does not require power operation.

- **NEVER STAND OR WORK BENEATH THE PLATFORM**, without using an official **FRACO** Safety locking device. Access under the platform is only permitted for **installation** and **maintenance** purposes and only at the condition that the platform be unloaded and completely locked from moving, sitting 2" (51 mm) over the safety locking device installed on the mast rack.

⚠ WARNING

Access under an unloaded platform is permitted for maintenance purposes with the use of an official and properly installed FRACO safety locking device.

- Properly reinstall removed safety devices once maintenance work is complete.

- Only allow servicing and repair work to be carried out by trained and authorized personnel. In case of maintenance, pay attention for example to the special risks present during work on electrical systems. You must respect local rules and regulations concerning electrical work.

- Only authorized maintenance and installation personnel can access the ground enclosure.

1.6. REQUIREMENTS

- **BEFORE OPERATION OR ANY OTHER ACTIVITY** with the platform**,** you should read and comprehend every instruction included in this manual. Not complying with these safety instructions may induce material damages, injuries or even death. FRACO and/or its representative cannot be held responsible in any case. Any standard and local regulation that concerns safety, accident prevention, environment protection and any other activities that are linked to the use of this type of equipment is considered as supplementary to this manual and must be respected, for example, wearing personal protection equipment (harness, helmet, boots, etc.).

- **(Applicable under certain jurisdictions)** At all times, the machine must be protected by a hoistway protection. Hoistway protection may be a surrounding structure without openings or be made of a ground enclosure compliant to the coded specified within manuals with mesh, panel and doors according to dimensions as provided by FRACO. If the machine is installed in a location accessible to the public, access to the working zone by unauthorized persons must be restrained. The operator is responsible to verify the integrity and stability of the ground enclosure and all other hoistway protections. **If a ground enclosure is not needed under some local jurisdiction, the erection of a safety perimeter shall be applied instead.**

- **APPLYICATION OF ASSEMBLY TORQUES.** Apply the torque to bolts called out within the **INSTALLATION** and **MAINTENANCE** manuals. Refer to the **APPENDIX-D ASSEMBLY TORQUE TABLE.**

SAFETY IS OUR MAIN PRIORITY! Never remove, replace, or modify a part with the goal of adapting the machine to a certain condition. Contact your retailer or the manufacturer for any assistance.

ONLY USE FACTORY PARTS FROM THE FRACO PARTS BOOK.

KEEP THIS MANUAL IN PROXIMITY OF THE MACHINE AT ALL TIME. This manual is considered as part of the machine and is obligatory to communicate the information regarding safety necessary for operators and users. A copy of this manual must be stored at all times in the documentation compartment inside the machine.
REFER TO THE USER'S MANUAL TO LEARN ABOUT THE DOCUMENTATION COMPARTMENT.

DATA AND MARKINGS. Make sure you have read and understood every sticker, data plates, advertising, and instructions, or that you have received clear explanations from a qualified person. All plates and stickers must be available, legible, and in good condition or they need to be replaced immediately.
REFER TO THE USER'S MANUAL TO LEARN ABOUT DATA PLATES AND STICKERS

REMEMBER:
(**Customer duty**) Local rules and regulations may require that the platform be always equipped with a fire extinguisher. Its location must be displayed in the car so that it is readily available when needed.

In case of FIRE: Keep calm and notify all persons on the platform and surrounding area of the situation. The hoist is not to be used, unless in the case of emergency, it has been predetermined and approved as a means of evacuation. If there is one, use the fire extinguisher by following provided instruction only if it is safe to do so. If the fire is out of control, evacuate the car by the nearest exit.

Local rules and regulations may require that the hoistway be equipped with proper storm protection (grounding). Follow the regulations of local authorities having jurisdiction.

The generally valid, legal and other binding provisions for accident prevention and environmental protection in the respective country in which the machine is being operated are considered a supplement to the User's and Installation manuals (e.g. wearing personal protective equipment such as hard hat, safety shoes, safety harness etc.).

⚠ WARNING

If there are still any questions or concerns after reading this manual of the proper use of this machine, contact your retailer or the manufacturer for assistance before attempting any activities discussed in this manual.

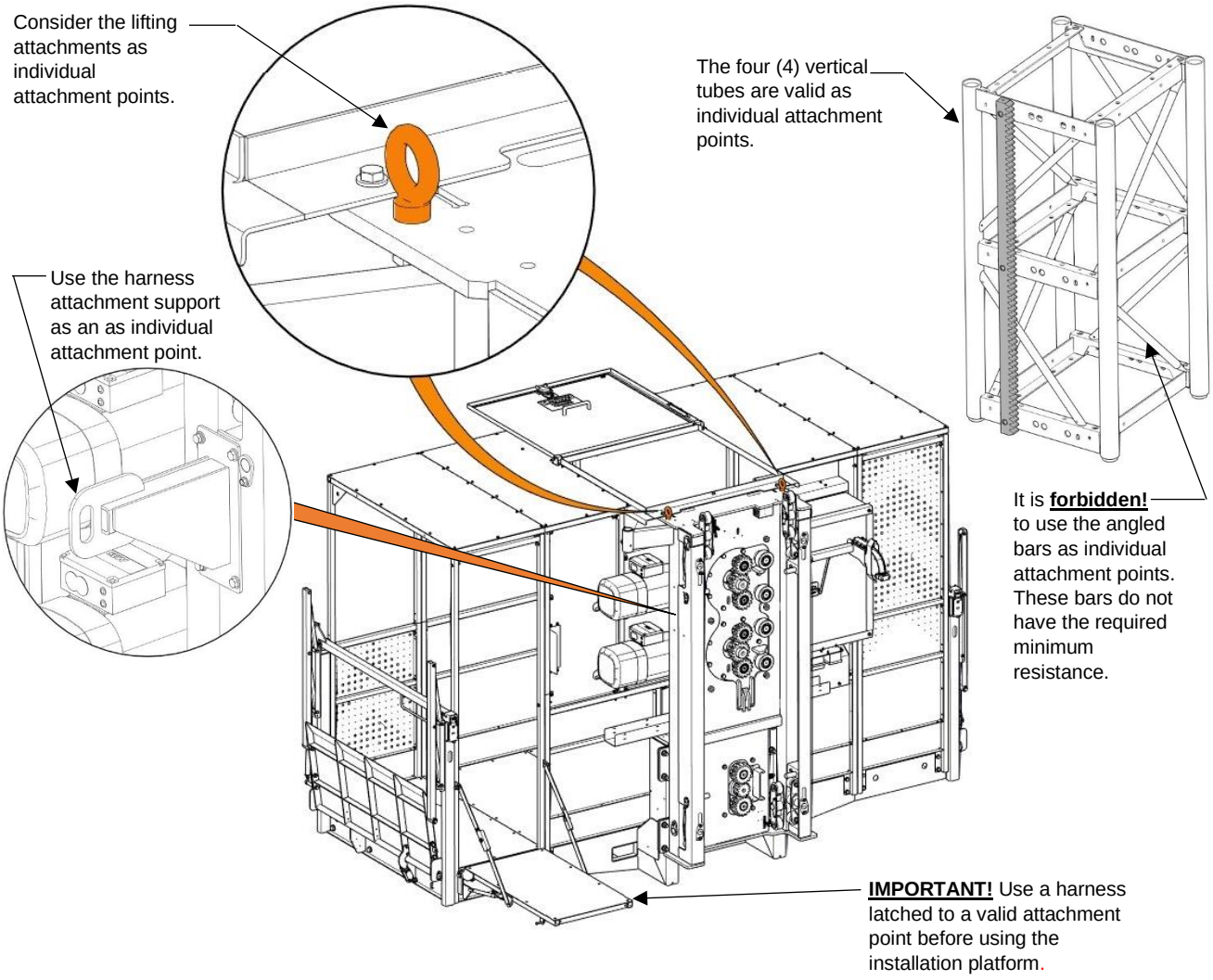
FALL ARREST SAFETY HARNESS: Workers exposed to fall hazards must wear a safety harness certified according to local standards and regulations in effect. Tie-off points shown in the figure are designed by Fraco and are the only locations approved to attach a fall arrest safety harness to the platform. Please remember that improper use of the fall arrest device can increase risks of injury or breaking of the machine. Consequently, it is recommended to have proper training in the use of fall arrest devices before proceeding with work at height. A visual inspection of the tie-off point must be made prior to attaching a fall arrest safety harness and should not be used if defects are found.

⚠ DANGER

Always wear a fall arrest safety harness when accessing the roof of the platform, or when guardrail sections are not completely assembled.

Tie-off locations are limited to the attachment of one (1) worker each.

Tie-off points designed and approved by Fraco are the only approved location to hook harnesses.



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INSPECTION AND MAINTENANCE LOGBOOK

CONTENT:

Fraco code	Description	Qty per logbook
98031157	DAILY inspection report (SEP)	15
98031168	WEEKLY inspection report (SEP)	12
98031179	MONTHLY (120hr) inspection&maintenance report (SEP)	12
98031180	QUARTERLY (360hr) inspection&maintenance report (SEP)	4
98031191	ANNUAL inspection&maintenance report (SEP)	1
98031214	3Years gearbox oil change form	1
98031225	3Years safety device replacement form	1
98031236	Jump procedure inspection report	1
98031247	Repair and replacement report	4
98031258	Call back report	4

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Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
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Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
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Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
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Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
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Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Location	Hoist Item	✓	X	N/A
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Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
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Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
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Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
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Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
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Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
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Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
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Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
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Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
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Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
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Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
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Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
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Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Location	Hoist Item	✓	X	N/A
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Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
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Perform prior to all work shift

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Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Daily/Shift Inspection Report

Perform prior to all work shift

DAILY / SHIFT

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

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whichever comes first

WEEKLY

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Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

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WEEKLY

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Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

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Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
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Weekly (40 h) Inspection Report

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WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Location	Hoist Item	✓	X	N/A
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Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
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WEEKLY

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Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

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WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Location	Hoist Item	✓	X	N/A
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Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

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WEEKLY

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

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WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
Hoistway & run	Test – Perform a trial run&stop above the bottom limit to verify that the motor brake(s) are functioning.			
Hoistway & run	Test – Perform a trial run&stop down to the bottom limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗ = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Worksite	Ensure wind gust speeds do not exceed Maximums listed within the manuals. MAX 28 mph (45 km/h) during installation. MAX 35 mph (55 km/h) in operation of a fully assembled installation.			
Ground level	Visually inspect the foundation. Confirm it is not compromised due to erosion or excavation within the vicinity.			
Ground level	Visually inspect the ground for fallen hardware in the pit area (ex. mast bolts, fasteners, etc…).			
Ground level	Visually inspect the ground base structure and the mast connection to the base.			
Ground level	Visually inspect the condition of the power cables, cable guides and cable barrel.			
Ground level	Visually inspect the complete hoistway travel path along the mast and check for any obstructions.			
Ground level	(**If applicable**) Visually inspect that the ground enclosure is firmly installed and in good condition. ***Note: ground enclosure is mandatory under some local regulation.***			
Ground level	Clear and clean the space in the ground/pit enclosure/safety perimeter under the platform. There shall be no material stored underneath.			
Platform	Visually inspect the back frame and the ground underneath (with platform resting at ground level) for missing tandem, guide rollers, and fasteners.			
Platform	Clear and clean the platform of excess dirt, debris, and snow/ice.			
Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
Platform	Visually inspect all the data plates, labels, and signs. Confirm all are legible. (On the platform and inside the platform).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform door(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of the platform floor, walls, and ceiling.			
Platform	Visually inspect the condition (jamming, deformation, breakage) of hoist light fixture(s).			
Platform	Test the functionality of the light fixture(s).			
Platform	Visually inspect the condition (jamming, deformation, breakage) of motor access panel(s).			
Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

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WEEKLY

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Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
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Hoistway & run	Inspect the landing door(s) and receiving enclosure(s). Confirm they are firmly installed, solid, and in good condition at every landing.			
Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

Date: **Time:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Platform	Clear and clean the roof of excess dirt, debris, and snow/ice.			
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Platform	Test the functionality of the light fixture(s).			
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Platform	Visually inspect for any signs of oil leaks around the powerpack gearboxes and motors			
Platform	Visually inspect condition (jamming, deformation, breakage) of railings.			
Platform & hoistway	Visually inspect that all emergency stop buttons are in good working condition. Confirm they are all in the released position.			
Platform & hoistway	Visually inspect the state of buttons, switches, key switches, and indicator lights on all panels.			
Platform & hoistway	Visually inspect the condition of electrical cables and connections at all electrical panels.			

Transport Platform (SEP)
Weekly (40 h) Inspection Report

Perform once a week, or each 40 hours,
whichever comes first

WEEKLY

✓ = in good order/compliant x = defect/not compliant N/A = not applicable

Location	Hoist Item	✓	X	N/A
Hoistway & run	Test – Try to operate the platform with one tailgate door opened. Operation shall not be possible in this state. Test each platform door individually.			
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Hoistway & run	Visually inspect all mast sections for missing or loose hardware.			
Hoistway & run	Visually inspect all wall ties and anchors for missing or loose hardware.			
Hoistway & run	Visually inspect that all landing level detector pads are not missing and firmly attached.			
Hoistway & run	(**If interlocked landing door are provided**) Test – Check that all landing doors interlocks work properly by performing a trial run with each door(s). ***Open one landing door, close the platform door, and try to operate the platform. It shall not be possible to operate the platform. Close landing door after the test. Perform on each landing doors.***			
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Hoistway & run	Test – Perform a trial run&stop up to the top limit to verify that the motor brake(s) are functioning. (Platform floor shall stop in level with landing).			
Hoistway & run	Clear and clean the space at each landing(s) of excess dirt, debris, and snow/ice.			
Task	Lubricate the rack over the whole mast length.			
Task	**(If provided-optional)** Check the automatic grease dispenser grease level. Fill if needed with the appropriate grease, refer to manual for recommended grease specification.			
Documentation	Make sure the necessary documentation is available and legible in the document holder.			

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
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② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
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④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

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⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
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⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

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① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

MONTHLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order B – requires early attention C – requires immediate action D – Not applicable

REFERENCES:

① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:

(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Monthly Inspection and Maintenance

Perform once a month, or every 120h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

MONTHLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	40. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	41. Drive motors	③ B.1.d).i)					
	42. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	43. Gearboxes	③ B.1.d).iii)					
	44. Gearbox oil levels	④ 3.1.10 (c)					
	45. Check potential fluid leaks	③ B.1.d).ix)					
	46. Check the encoder connector	⑤					
	47. Pinion back rollers	③ B.1.b).vii					
	48. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	49. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	50. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	51. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	52. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	53. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	54. * Torque all mast assembly bolts	⑤					
	55. Mast racks alignment	③ B.1.f).i					
	56. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	57. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	58. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	59. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	60. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	61. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	62. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	63. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	64. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	65. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	66. Intermediate levels detector pads	③ B.1.f).iv)					
	67. Top level detector pad	③ B.1.f).iv)					
	68. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	69. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	70. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	71. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	72. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	72. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	74. Guards/panels replaced and secure	⑤					
	75. All documents in holder:	⑤					
	-User's manual	⑤					
	76. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	77. **Opt.** Communication system	④ 3.1.13 (a)					
	78. Drop test remote switch/buttons condition	③ B.1.e).i)					
	79. **Opt.** Heating system	⑤					
	80. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	81. *** Emergency lowering procedure test	③ B.1.h).iii)					
	82. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	83. *** Ground Fault relay test	④ 3.1.9 (g)					
	84. Emergency E-Stop operation test	④ 3.1.9 (a)					
	85. Run test – The car stops at all landings	⑤					
	86. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

QUARTERLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order **B – requires early attention** **C – requires immediate action** **D – Not applicable**

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					
	40. Electrical panels including gaskets	③ B.1.e).iv					
	41. Electrical cabling & connections	③ B.1.e).iv					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

QUARTERLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	42. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	43. Drive motors	③ B.1.d).i)					
	44. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	45. Gearboxes	③ B.1.d).iii)					
	46. Gearbox oil levels	④ 3.1.10 (c)					
	47. Check potential fluid leaks	③ B.1.d).ix)					
	48. Check the encoder connector	⑤					
	49. Pinion back rollers	③ B.1.b).vii					
	50. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	51. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	52. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	53. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	54. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	55. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	56. * Torque all mast assembly bolts	⑤					
	57. Mast racks alignment	③ B.1.f).i					
	58. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	59. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	60. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	61. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	62. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	63. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	64. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	65. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	66. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	67. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	68. Intermediate levels detector pads	③ B.1.f).iv)					
	69. Top level detector pad	③ B.1.f).iv)					
	70. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	71. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	72. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	73. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	74. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	75. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	76. Guards/panels replaced and secure	⑤					
	77. All documents in holder:	⑤					
	-User's manual	⑤					
	78. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	79. **Opt.** Communication system	④ 3.1.13 (a)					
	80. Drop test remote switch/buttons condition	③ B.1.e).i)					
	81. **Opt.** Heating system	⑤					
	82. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	83. *** Safety device drop test	④ 3.2.1.a), ⑤					The periodic **Drop Test** shall be performed with **NO LOAD**, except: 1. Upon initial installation 2. Before dismantling the hoist 3. After a safety device replacement 4. Otherwise, load specified by local authorities. For these four scenarios perform the drop test with **100% of the Rated Load**.
	84. *** Emergency lowering procedure test	③ B.1.h).iii)					
	85. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	86. *** Ground Fault relay test	④ 3.1.9 (g)					
	87. Emergency E-Stop operation test	④ 3.1.9 (a)					
	88. Run test – The car stops at all landings	⑤					
	89. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	Signature:	Company:

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

QUARTERLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order **B – requires early attention** **C – requires immediate action** **D – Not applicable**

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					
	40. Electrical panels including gaskets	③ B.1.e).iv					
	41. Electrical cabling & connections	③ B.1.e).iv					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

QUARTERLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	42. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	43. Drive motors	③ B.1.d).i)					
	44. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	45. Gearboxes	③ B.1.d).iii)					
	46. Gearbox oil levels	④ 3.1.10 (c)					
	47. Check potential fluid leaks	③ B.1.d).ix)					
	48. Check the encoder connector	⑤					
	49. Pinion back rollers	③ B.1.b).vii					
	50. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	51. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	52. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	53. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	54. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	55. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	56. * Torque all mast assembly bolts	⑤					
	57. Mast racks alignment	③ B.1.f).i					
	58. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	59. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	60. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	61. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	62. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	63. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	64. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	65. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	66. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	67. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	68. Intermediate levels detector pads	③ B.1.f).iv)					
	69. Top level detector pad	③ B.1.f).iv)					
	70. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	71. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	72. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	73. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	74. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	75. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	76. Guards/panels replaced and secure	⑤					
	77. All documents in holder:	⑤					
	-User's manual	⑤					
	78. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	79. **Opt.** Communication system	④ 3.1.13 (a)					
	80. Drop test remote switch/buttons condition	③ B.1.e).i)					
	81. **Opt.** Heating system	⑤					
	82. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	83. *** Safety device drop test	④ 3.2.1.a), ⑤					The periodic **Drop Test** shall be performed with **NO LOAD**, except: 1. Upon initial installation 2. Before dismantling the hoist 3. After a safety device replacement 4. Otherwise, load specified by local authorities. For these four scenarios perform the drop test with **100% of the Rated Load**.
	84. *** Emergency lowering procedure test	③ B.1.h).iii)					
	85. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	86. *** Ground Fault relay test	④ 3.1.9 (g)					
	87. Emergency E-Stop operation test	④ 3.1.9 (a)					
	88. Run test – The car stops at all landings	⑤					
	89. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	Signature:	Company:

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

QUARTERLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order **B – requires early attention** **C – requires immediate action** **D – Not applicable**

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					
	40. Electrical panels including gaskets	③ B.1.e).iv					
	41. Electrical cabling & connections	③ B.1.e).iv					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

QUARTERLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	42. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	43. Drive motors	③ B.1.d).i)					
	44. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	45. Gearboxes	③ B.1.d).iii)					
	46. Gearbox oil levels	④ 3.1.10 (c)					
	47. Check potential fluid leaks	③ B.1.d).ix)					
	48. Check the encoder connector	⑤					
	49. Pinion back rollers	③ B.1.b).vii					
	50. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	51. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	52. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	53. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	54. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	55. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	56. * Torque all mast assembly bolts	⑤					
	57. Mast racks alignment	③ B.1.f).i					
	58. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	59. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	60. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	61. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	62. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	63. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	64. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	65. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	66. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	67. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	68. Intermediate levels detector pads	③ B.1.f).iv)					
	69. Top level detector pad	③ B.1.f).iv)					
	70. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	71. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	72. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	73. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	74. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	75. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	76. Guards/panels replaced and secure	⑤					
	77. All documents in holder:	⑤					
	-User's manual	⑤					
	78. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	79. **Opt.** Communication system	④ 3.1.13 (a)					
	80. Drop test remote switch/buttons condition	③ B.1.e).i)					
	81. **Opt.** Heating system	⑤					
	82. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	83. *** Safety device drop test	④ 3.2.1.a), ⑤					The periodic **Drop Test** shall be performed with **NO LOAD**, except: 1. Upon initial installation 2. Before dismantling the hoist 3. After a safety device replacement 4. Otherwise, load specified by local authorities. For these four scenarios perform the drop test with **100% of the Rated Load**.
	84. *** Emergency lowering procedure test	③ B.1.h).iii)					
	85. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	86. *** Ground Fault relay test	④ 3.1.9 (g)					
	87. Emergency E-Stop operation test	④ 3.1.9 (a)					
	88. Run test – The car stops at all landings	⑤					
	89. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	Signature:	Company:

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

QUARTERLY

Date: **Hour meter:**	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist type: **Rated load:_____ lbs** **Rated speed: _____ fpm**	**Unit Serial No:_____** **Manufacturing year:_____**	**Safety Device serial No:_____** **SD expiration date:_____**

Upon approaching of the safety device expiration date, contact your Fraco retailer to order a replacement as soon as possible. The replacement shall be performed by a trained and authorized mechanic. The replacement shall also be recorded in the 3 years safety device replacement form.

KEY: A – in good order **B – requires early attention** **C – requires immediate action** **D – Not applicable**

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGENDS:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
BASE AND GROUND ENCLOSURE	1. Platform travel path is free of obstruction	④ 3.1.8 (a)					
	2. Foundation securement	⑤					
	3. Ground enclosure protection	③ B.1.a).i), ④ 3.1.3 (a)					
	4. Ground Gate/door	③ B.1.a).i), ④ 3.1.3 (a)					
	5. Isolators	③ 13.4					
	6. Low level detector pad	③ B.1.f).iv)					
	7. Buffer(s) + buffer detector pad	③ B.1.a).iv)					
	8. Ground control (GC1) button/switches	③ B.1.e).i)					
	9. Cable barrel assembly	③ B.1.e).iv)					
	10. Power cable must be free of twists & cuts	③ B.1.e).iv), ④ 3.1.6 (a)					
	11. Check for loose fallen hardware in the pit	⑤					
PLATFORM / CAR	12. Platform structure	③ B.1.c).i), ④ 3.1.5 (c)					
	13. Platform floor	③ B.1.c).ii), ④ 3.1.5 (c)					
	14. Platform side panels, railing	③ B.1.c).iii), ④ 3.1.5 (c)					
	15. (***If installed***) Platform protection roof	③ B.1.c).vi)					
	16. (***If roof inst.***) Limit switch for roof trap door	⑤					
	17. (***If installed***) Roof access ladder	⑤					
	18. Check for platform for loose fallen hardware	④ 3.1.5 (c)					
	19. Extreme limit switch	③ B.1.e).ii)					
	20. Stop high limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	21. Stop low limit switch	③ B.1.e).ii), ④ 3.1.9 (c)					
	22. Auto-stop limit switch	③ B.1.e).ii), ④ 3.1.9 (b)					
	23. Safety device and resetting tool	③ B.1.h).i)					
	24. Safety device spring adjusted to 2-1/4"	⑤					
	25. Safety device expiration date check	⑤					
	26. Main control (CC1) switch/buttons	③ B.1.e).i)					
	27. Operator control (CC2) switch/buttons	③ B.1.e).i)					
	28. Electrical accessory equipment	③ B.1.e).iv)					
	29. Power cable gooseneck	④ 3.1.6 (a)					
	30. Data plates / notices / signs	④ 3.1.13 (b)					
	31. Lighting	⑤					
	32. Platform gate, hinges, and pivots	④ 3.1.5 (a)					
	33. Platform gate interlock / mechanical lock	③ B.1.h).vi), ④ 3.1.5 (a)					
	34. Limit switches for gates/doors	② 4.4.4.3, ④ 3.1.5 (a)					
	35. Back frame, Guide roller assembly	③ B.1.d).vii, ④ 3.1.5 (b)					
	36. *** Back frame, Guide roller adjustment	④ 3.1.5 (b), ⑤					
	37. Back frame, safety retainer	④ 3.1.10 (d), ⑤					
	38. *** Inspect safety device pinion&gear wear	③ B.1.h).i), ④ 3.1.2 (e)					
	39. ** Lubricate all grease points below:	④ 3.1.1, ⑤					
	- Safety device (both sides)	④ 3.1.1, ⑤					
	- Safety device pinions	④ 3.1.1, ⑤					
	40. Electrical panels including gaskets	③ B.1.e).iv					
	41. Electrical cabling & connections	③ B.1.e).iv					

Name:	**Signature:**	**Company:**

Transport Platform (SEP)
Quarterly Inspection and Maintenance

Perform each 3 months, or every 360h (hour meter), whichever comes first

KEY: **A –** in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① **ANSI A92.10 American national standard for transport platforms**
② **CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)**
③ **CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)**
④ **TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist**
⑤ **BY MANUFACTURER (Fraco)**

LEGEND:
(*) *Torque listed in the manuals Appendix* **(**)** *Recommended grease listed in manuals* **(***)** *Instruction available within manuals*

QUARTERLY

	Item	References	A	B	C	D	INSPECTION / TEST NOTES:
MACHINERY	42. Rack detector mechanic (roller)	③ B.1.e).ii), ④ art.3.1.9 (f)					
	43. Drive motors	③ B.1.d).i)					
	44. Motor brakes adjustment (air gap)	③ B.1.d).i), ④ art.3.1.10 (a)					
	45. Gearboxes	③ B.1.d).iii)					
	46. Gearbox oil levels	④ 3.1.10 (c)					
	47. Check potential fluid leaks	③ B.1.d).ix)					
	48. Check the encoder connector	⑤					
	49. Pinion back rollers	③ B.1.b).vii					
	50. *** Inspect pinion/gears teeth wear	④ 3.1.10 (b), ⑤					
	51. *** Inspect space between gear&rack teeth	④ 3.1.10 (b), ⑤					
STRUCTURE	52. Mast sections	③ B.1.f), ④ art.3.1.2 (a)					
	53. Mast top section (painted red) on top	③ B.1.f).iii, ④ art.3.1.2 (a)					
	54. Mast bolts and nuts assembly	③ B.1.f).ii, ④ art.3.1.2 (a)					
	55. Check for loose fallen mast hardware	③ B.1.f).ii, ④ art.3.1.2 (a)					
	56. * Torque all mast assembly bolts	⑤					
	57. Mast racks alignment	③ B.1.f).i					
	58. Mast racks bolts assembly	③ B.1.f).i, ④ art.3.1.2 (c)					
	59. * Torque all mast racks bolts	④ 3.1.2 (c), ⑤					
	60. ** Lubricate the rack	④ 3.1.2 (c), ⑤					
	61. *** Inspect rack teeth wear	④ 3.1.2 (e), ⑤					
	62. *** Inspect space between rack&gear teeth	④ 3.1.2 (e), ⑤					
	63. Mast tie members	③ B.1.g).i, ④ 3.1.2 (b)					
	64. Mast tie anchors and connections	③ B.1.g).iv, ④ 3.1.2 (b)					
	65. Wall ties, bolts, and nuts assembly	③ B.1.g).ii, ④ 3.1.2 (b)					
	66. * Torque Wall ties bolts	④ 3.1.2 (b), ⑤					
	67. Check for loose fallen tie hardware	④ 3.1.2 (b)					
	68. Intermediate levels detector pads	③ B.1.f).iv)					
	69. Top level detector pad	③ B.1.f).iv)					
	70. Cable guides	④ 3.1.6 (b)					
HOISTWAY GATE	71. Hoistway protection	② 4.4.6, ④ 3.1.3 (b)					
	72. Check for loose fallen protection hardware	④ 3.1.3 (b)					
	73. Landing gate(s)/door(s)	④ 3.1.4 (a)					
	74. Landing door mechanical interlocks	③ B.1.h).vi), ④ 3.1.4 (a)					
	75. Gate/door cam and switch assembly	④ 3.1.4 (a)					
SPECIAL EQUIPMENT	76. Guards/panels replaced and secure	⑤					
	77. All documents in holder:	⑤					
	-User's manual	⑤					
	78. 3.0 meters Alarm buzzer (*see jurisdiction*)	② 4.3.1.3					
	79. **Opt.** Communication system	④ 3.1.13 (a)					
	80. Drop test remote switch/buttons condition	③ B.1.e).i)					
	81. **Opt.** Heating system	⑤					
	82. **Opt.** Automatic grease dispenser, fill to max	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	
TEST	83. *** Safety device drop test	④ 3.2.1.a), ⑤					The periodic **Drop Test** shall be performed with **NO LOAD**, except: 1. Upon initial installation 2. Before dismantling the hoist 3. After a safety device replacement 4. Otherwise, load specified by local authorities. For these four scenarios perform the drop test with **100% of the Rated Load**.
	84. *** Emergency lowering procedure test	③ B.1.h).iii)					
	85. *** **Opt** Load Cell, overload test	③ B.1.e).v)					
	86. *** Ground Fault relay test	④ 3.1.9 (g)					
	87. Emergency E-Stop operation test	④ 3.1.9 (a)					
	88. Run test – The car stops at all landings	⑤					
	89. Confirm no undue noises	⑤					
	(Opt) ***If applicable, equipment is optional***	----	-	-	-	-	

Name:	Signature:	Company:

Transport Platform (SEP)
Annual Inspection and Maintenance

Perform once a year

ANUAL FORM

Date: Time:	Company:	Site (name and address):
Installation No.:	Contractor's (Owner) name:	Contractor's registration number:
Hoist Type: Rated load: _____ lbs Rated speed: _____ fpm		Unit Serial No: _____ Manufacturing year: _____

KEY: A – in good order **B –** requires early attention **C –** requires immediate action **D –** Not applicable

REFERENCES:
① ANSI A92.10 American national standard for transport platforms
② CSA B354.12 Design, calculations, safety requirements, and test methods for mast climbing transport platforms (MCTPs)
③ CSA B354.13/14 Safe use and best practices for mast climbing transport platforms (MCTPs)/Training for mast climbing transport platforms (MCTPs)
④ TSSA DR 256/12 Guideline for Maintenance Logs – Construction Hoist
⑤ BY MANUFACTURER (Fraco)

Location	Item	References	A	B	C	D
Control	Test all operation function. Confirm that speed(s), traveling smoothness, and traveling limits are compliant.	③ C.1.a).				
Emergency descent	Test the operation of the Emergency descent procedure. **Instruction and test load available within manuals.**	③ C.1.b).				
Mechanism	Inspect all mechanism for proper adjustment, wear, corrosion, or mechanical damage.	③ C.1.c).				
Safety	Inspect and test all emergency and safety devices.	③ C.1.d).				
Structure	Inspect (visually) all structural components and critical components acting on the structures. E.g. shaft, rollers, gear, etc…	③ C.1.e).				
Fastener	Inspect (visually) all fasteners, pins, locking devices, bolts, nuts and tie assembly, etc..	③ C.1.f).				
Signage	Inspect (visually) all notices, signs, placards, warnings, and data plates. Confirm they are legible and in good condition.	③ C.1.g).				
Power pack	Inspect the Gearbox(es) oil level. Refill if necessary. **Refer to the manuals for recommended synthetic oil and requirements**	③ C.1.h)., ⑤				
Brake air gap	1. Inspect the Motor Brake(s) air gap. **Instructions available within the manufacturer manuals** 2. (If adjustment is needed) Proceed to the adjustment of the brake(s) air gap. **Instructions available within the manufacturer manuals** 3. (If maximum adjustment doesn't allow to reach the minimal gap) You will need to replace the rotor. **Instructions available within the manufacturer manuals** 4. Conclusion - After any modification, adjustment, or replacement done on a motor brake, a motor brake holding test is in order. **Refer to the manual for the motor brake load holding test procedure. The test shall be performed with 125% of the rated load**	③ C.1.h)., ⑤				
Electrical wiring	Inspect (visually) all electrical wiring and connections	③ C.1.i).				

Name:	Signature:	Company:

Transport Platform (SEP)
Annual Inspection and Maintenance

Perform once a year

ANNUAL FORM

NOTES AND DETAILS OF DEFECTS FOUND:

Name:	Signature:	Company:

Transport Platform (SEP)
3 Years Gearbox oil change form

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

Refer to the manuals for the list of recommended gearbox oils.

Gearbox serial number:

Date of oil purge: **Next oil purge (3 years):**

Oil brand and name:

Oil quantity:

NOTE :

Name:	**Signature:**

Company:

Gearbox oil change

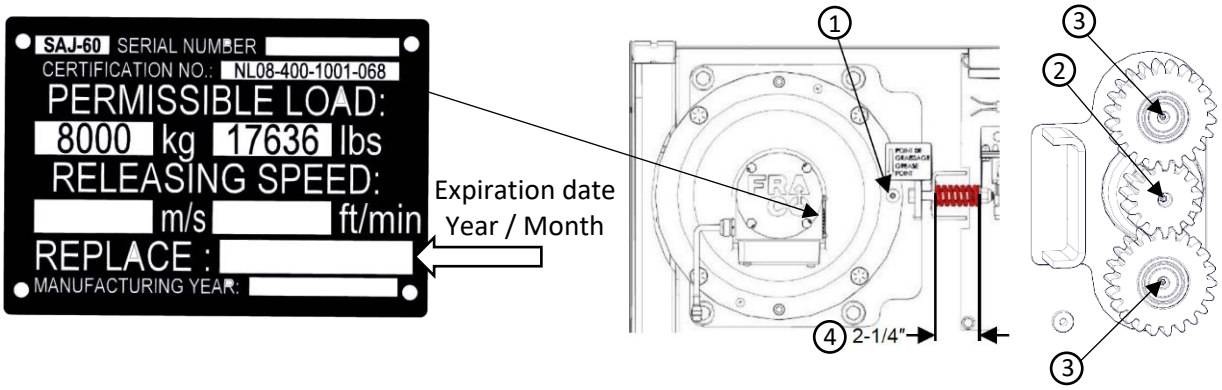
FRACO
3 Years Safety device replacement form

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

Each safety device of the SAJ type need to be replaced upon reaching the expiration date (REPLACE) written on the safety device data plate.



Expired brake data	Replacement brake data
Serial number:	Serial number:
Permissible load: _____lbs, _____kg	Permissible load: _____lbs, _____kg
Releasing speed: _____ft/min, _____m/s	Releasing speed: _____ft/min, _____m/s
Replace (date): _____Year, _____Month	Replace (date): _____Year, _____Month

Upon changing replacing the safety device you need to:

1. Lubricate the safety device front and rear grease points ① & ②.	Completed: ☐
2. Lubricate the safety device gears ③.	Completed: ☐
3. Adjust the safety device tension spring to 2-1/4" ④.	Completed: ☐
4. Safety device replacement-Drop test with 100% of the rated load.	Completed: ☐

For all the maintenance and test listed, refer to the manuals and maintenance instruction to learn the proper grease to use, test instruction and more.

NOTE :

Name:	**Signature:**

Company:

Safety device replacement form

Jump Procedure Inspection Report

Perform for all mast jump

It is the responsibility of a TRAINED AND AUTHORIZED INSTALLATION and/or MAINTENANCE PERSONNEL to conduct the following inspections every time a JUMP PROCEDURE is done and act as the JUMP PROCEDURE INSPECTOR. It is the responsibility of the OWNER to ensure that the inspections are done. The INSPECTOR shall fill and sign this form.

There shall be a filed and signed copy for each instance of a jump procedure.

There shall always be multiple copies of this form available on site, within the unit vicinity.

Date:	**Company:**	**Site (name and address):**
Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**
Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

✓ = in good order/compliant ✗= defect/not compliant N/A = not applicable

Items	Inspection description	✓	X	N/A
Mast bolts	Bolts orientation - Verify and confirm that all four (4) mast connection bolts are installed with bolt heads downward and locknuts upward for each mast junction.			
Mast bolts	Bolts tightening torque - Apply the tightening torque provided within the scope of the Installation or Maintenance manuals to all four (4) mast connection bolts for each mast junction.			
Mast ties and anchors	Lock nuts - Verify and confirm all locknuts are installed.			
Mast ties and anchors	Tightening torque - Verify and confirm all fasteners are properly torqued.			
(If applicable) Rolling tie	**If a rolling tie is provided and needed to be moved as part of the jump procedure** - Verify and confirm that the rolling tie assembly is fully locked after the jump.			
Top floor detector pad	Locking assembly - Verify and confirm that the top-level detector is fully locked and position as per installation clearances.			
Top floor detector pad	Manual run - In INSPECTION operation mode, proceed to a test run up to the top-level detector. Confirm the car stop at the level. If necessary, correct the detector pads position and perform another test run until the car stop at the proper level.			
Top floor detector pad	Automatic run - In NORMAL operation mode, proceed to a test run up to the top-level detector. Confirm the car stop at the level. If necessary, correct the detector pads position and perform another test run until the car stop at the proper level.			

Notes shall be written on back side

Jump form

Jump Procedure Inspection Report

Perform for all mast jump

jump form

NOTE AND DETAILS OF DEFECTS FOUND:

Name:	**Signature:**
Company:	

Repair and replacement report

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

Every time a repair or a replacement is done on the unit, the hoist personnel performing work on the machine must fill this form for record. The OWNER has the responsibility to provide copies of the form to the person performing maintenance. Keep record(s) on site in the vicinity of the machine.

☐ **Replacement – Referring to the unit parts book, list the Fraco parts and fasteners replaced:**

☐ **Repair(s) description:**

Name:	**Signature:**
Company:	

Repair and replacement report

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

Every time a repair or a replacement is done on the unit, the hoist personnel performing work on the machine must fill this form for record. The OWNER has the responsibility to provide copies of the form to the person performing maintenance. Keep record(s) on site in the vicinity of the machine.

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☐ **Repair(s) description:**

Name:	**Signature:**
Company:	

Repair and replacement report

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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☐ **Repair(s) description:**

Name:	**Signature:**
Company:	

Repair and replacement report

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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☐ **Replacement – Referring to the unit parts book, list the Fraco parts and fasteners replaced:**

☐ **Repair(s) description:**

Name:	**Signature:**
Company:	

Call back (trouble call) report

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

Every time a call back (trouble call) is emitted, this report shall be filled and signed by the hoist personnel answering the call. Report any trouble(s) and corrective action(s) taken. Corrective action requiring a part replacement or repair shall be listed in the REPAIR AND REPLACEMENT REPORT. The owner has the responsibility to provide copies of the form on site. Keep record(s) on site in the vicinity of the machine.

☐ **Call back description:**

Name:	**Signature:**
Company:	

Call back (trouble call) report

Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Name:	**Signature:**
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Call back (trouble call) report

Date: **Time:**	**Company:**	**Site (name and address):**

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Date: **Time:**	**Company:**	**Site (name and address):**

Installation No.:	**Contractor's (Owner) name:**	**Contractor's registration number:**

Hoist Type: **Rated load:_____ lbs Rated speed:_____ fpm**	**Unit Serial No.:**	**Manufacturing year:**

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Name:	**Signature:**
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