Fire Fighters Emergency Operation Inspection

Yellow Hat Checklist (DR 105/93 Rev. 2/94 & DR 60/88 Rev. A/88)

Installation #: ___________________________ Date: ___________________________

Licence: ___________________________

ED Location: ___________________________

General Requirements

1. Is an emergency power system provided for elevator? (Required where top floor above grade level exceeds 36 m AND transfer to second elevator is required to reach top floor)

2. The elevator is equipped with top-of-car inspection operation. (Mandatory for Residential)

3. A yellow firefighter's hat is located on the elevator entrance frame or adjacent to it at the emergency recall level at street floor and transfer floor if applicable.

Keys for Emergency Service

4. The keys are identical for the emergency recall switch and the in-car emergency service switch.

5. The keys are accessible to authorized persons only, in an identified box conspicuously located at the elevator lobby on the recall level, or in a location acceptable to the local fire authority.

6. Additional keys are located at the CACF (If provided).

PHASE I (Manual Recall) Switches and Visual Indicators

7. A 2-position keyed switch marked EMERGENCY RECALL, OFF and ON, in yellow lettering, is in the lobby of elevators on the street floor and the transfer floor, in view of entrance to elevator.

8. A duplicate switch is located at the CACF (If provided).

When the Manual Recall Switch is in 'ON' Position, the Elevator Operates as follows:

9. Manual recall is terminated when both recall switches are in the OFF position and the elevator returns to normal service, except when on in-car emergency service.

10. The elevator on automatic operation, including independent service, returns directly to the recall level where the doors open and remain open. (Travelling to a terminal landing first is permitted)

11. The elevator does not respond to landing or car calls.

12. When the car is stopped at a landing with the doors closed, or travelling towards the recall level, proceeds non-stop to the recall level.

13. Car travelling away from the recall level, reverses as soon as possible without opening its doors.

14. The Emergency Stop switch is rendered inoperative as soon as the car starts to move and while moving. *(May be rendered inoperative as soon as the recall operation is initiated. FCR.13.3)

15. All call registered lights and direction lanterns are extinguished and remain inoperative.

16. The in-car visual and audible signal system function to alert passengers the elevator is on recall and at least the visual remains operative until the car reaches the recall level. *(Cars with an audible signal system is acceptable, visual signal is not mandatory. Exemption FCR. 13.3)

For power-operated doors that are open and the car stopped at a floor other than the recall level, the operation is as follows:

17. Closes the horizontal sliding doors.

18. Initiates the closing sequence for vertically sliding doors.

19. For continuous pressure closing, sounds an alert to close the doors.

20. Door re-opening devices affected by smoke or hot gasses are rendered inoperative. *(Devices not affected by smoke or hot gasses may be rendered inoperative. FCR.13.3)

21. All door open and close buttons at the landings are rendered inoperative. *(From 1985)

22. For manually operated doors that are open and the car stopped at a floor other than the recall level, a visual and audible signal, or another signalling system alerts the passengers to close the doors.

23. When the car is operated by a designated attendant, the audible and visual signal or another signalling system alerts the attendant to close the doors and return the elevator to the recall level where the power-operated doors open and remain open.

24. When the elevator is on inspection, the audible signal or another signalling system warns the inspector to return the car to the recall level. The elevator remains under the inspector's control.

25. When the elevator is stopped by the in-car stop switch, the audible signal or another signalling system sounds an alarm.

PHASE II (In-Car)

26. A yellow firefighter's hat is located in the car adjacent to the in-car emergency switch.

27. A 3-position keyed switch marked EMERGENCY, OFF, HOLD & ON in yellow lettering is provided in or adjacent to the in-car operating panel. *(A 2-position switch is acceptable. FCR.13.3)

28. Door Open and Door Close buttons are identified.

When the In-Car Emergency Switch is in the ON Position, the Elevator Operates as follows:

29. The elevator is operable only by the person in the car.

30. The elevator does not respond to elevator landing calls.

31. Opening of power-operated doors is by continuous pressure on the Door Open button and when released the doors close immediately.

32. When fully opened, the doors remain open until closed by constant pressure on the Door Close button.

33. Door re-opening devices for power-operated doors are rendered inoperative.

34. The car is started by registering a car call and the doors closed by constant pressure on the Door Close button. *(Alternatively, the door is closed by constant pressure on car call button. FCR.13.3)

35. The car serves floors with floor-access control, without the use of any security card or key device.

36. Momentary operation of the in-car emergency switch to the HOLD position cancels the registered car calls and stop the car as soon as possible. *(For a 2-position switch, momentary turning to the OFF position cancels the registered calls. Exemption FCR.13.3)

37. When the car is at a landing and the keyed switch in the car is turned to the HOLD position, the doors remain open and car calls are not registering. *(Not applicable for 2-position switch. FCR.13.3)

38. With the car at the landing and the in-car keyed switch is turned to the OFF position, the car automatically returned to the recall level as on emergency recall. *(Full compliance is not required where a 2-position switch is used. Exemption FCR.13.3)

39. The emergency stop switch is operational and when activated and released, the Phase II operation is reinstated as soon as possible.

40. The car serves floors with floor-access control, without the use of any security card or key device.

41. The elevator returns to normal operation only when the car is at the recall level and both the in-car emergency switch is OFF and the recall switch is reset to the normal position.

* The exemptions granted under FCR.13 are applicable to residential buildings only and do not apply to health care facilities.

* Elevators, that were equipped with “Firefighter’s Operation” or “Special Emergency Service” in compliance with a previous edition of CSA-B44 Safety Code for Elevators are deemed to meet the requirements of the Ontario Fire Code. FCR.13.1

* Furthermore, elevators that were equipped with any type of “recall operation” and/or “in-car service” before issuance of Director's Ruling 105/93, but were not identified as such in accordance with any previous edition of B44 Code, may be designated the “Fire Code Retrofit Elevator”, provided they meet all applicable requirements in FCR.1 to FCR.12, whereby the exemptions in FCR.13 are applicable. Note that the exemptions are not acceptable for equipment that has been retrofitted after the date of this ruling. Reference FCR.13.2

Automatic emergency recall, alternate floor, machine room smoke sensors and the emergency power system are not within the scope of this inspection.

The report reflects the state or condition of the FED system as it existed at the time of inspection. We do not know and can not tell whether the equipment will be used correctly or whether it received or will receive proper maintenance.

Technical Standards and Safety Authority “Putting Public Safety First” November 2003