

## **Removal of Conveyance from Active Status**

Any conveyance that is to be removed from service must at the minimum have the circuit conductors disconnected from the main disconnect for the conveyance. This requirement applies to elevators, escalators, moving walks, dumbwaiters, material lifts, platform lifts and stairway chairlifts.

Additionally, any conveyance that is to be permanently removed from service or that will be removed for a period of more than three years must also meet the following requirements of ASME A17.1 Safety Code for Elevators and Escalators:

### **Electric elevator, dumbwaiter, material lift or roped hydraulic elevator:**

- 1) the ropes shall be removed;
- 2) the car and counterweight shall be at rest at the bottom of the hoistway; and
- 3) the doors shall be permanently barricaded or sealed in the closed position on the hoistway side.

### **Hydraulic elevator, dumbwaiter, or material lift:**

- 1) the pressure piping shall be disassembled and a section removed from the premises;
- 2) the doors shall be permanently barricaded or sealed in the closed position on the hoistway side.

### **Escalator:**

- 1) The entrances shall be permanently barricaded.

When the above requirements have been verified by a Division of Occupational and Professional Licenses - Elevator Inspector, the conveyance will be removed from active status.



STATE OF IDAHO

REMOVAL OF CONVEYANCE FROM ACTIVE STATUS

Division of Occupational and Professional Licenses
Industrial Safety - Elevator Safety Program
1090 E Watertower St Ste 150 - Meridian ID 83642
(208) 332-7134 - (208) 332-8974
safety@dbs.idaho.gov

INSTRUCTIONS:

- This form is to be completed by the owner or owner's representative of the elevator/conveyance.
Please complete a form for each elevator/conveyance.
E-Mail address is requested

BUILDING INFORMATION:

OWNER INFORMATION:

Form with fields for Bldg Name, Address, City & Zip, Phone, State ID #, Serial #, Owner Name, Contact, Address, City/State/Zip, Phone, and E-mail.

EQUIPMENT DATA / TYPE / USE

Form with checkboxes for Passenger, Freight, Material Only, Elevator, Escalator, Moving Walk, Platform / Chairlift, Dumbwaiter, and Material Lift.

Form with columns for DRIVE TYPE, MACHINE LOCATION, RATED SPEED/RISE, and ADDITIONAL PARAMETERS.

REMOVAL INFORMATION

The conveyance is being removed from active operational status for the following reason(s):

- Immediate hazard to life & limb
Uncorrected safety or code violations
No current Certificate to Operate
No installation or alteration permit
Voluntary removal from service

EXPLANATION:

ACKNOWLEDGEMENT

The owner or owner's representative acknowledges that this unit cannot be used for any purpose nor returned to active service until a safety inspection has been performed by the Division of Occupational and Professional Licenses - Elevator Safety Program and a Certificate to Operate has been obtained. All outstanding fees relating to this unit must be paid in full.

Failure to abide by these regulations will affect the Certificate to Operate.

Effective: \_\_\_\_\_

State Elevator Inspector: \_\_\_\_\_ No: \_\_\_\_\_ Date: \_\_\_\_\_

Owner or owner's representative: \_\_\_\_\_ Date: \_\_\_\_\_