



Passenger Lift Maintenance Checklist

11 planned preventive maintenance tasks · Free PDF from PM Assist

A practical starting point for planned preventive maintenance. Always refer to the manufacturer's O&M manual and site-specific requirements.

Visual Checks

- ☐ Inspect ropes/suspension or hydraulic ram and check for wear
- ☐ Inspect the car, guides, and counterweight in the shaft

Functional Checks

- ☐ Test landing and car door operation, interlocks, and reopening devices
- ☐ Check levelling accuracy at each floor
- ☐ Check the drive, motor, brake, and controller operation

Safety Checks

- ☐ Test the emergency alarm and two-way communication to a manned point
- ☐ Verify the overspeed governor and safety gear arrangement
- ☐ Confirm buffers, final limits, and pit/headroom safety devices
- ☐ Test the emergency/manual lowering or rescue procedure

Record Keeping

- ☐ Confirm LOLER thorough examination is current and any defects closed
- ☐ Record service findings, defects, and examination status in the log

Maintenance Frequency

Monthly

- Routine service by lift company
- Door, levelling, and alarm checks
- Lubrication and adjustment

Every 6 Months

- LOLER thorough examination by competent person
- Safety gear and governor checks
- Review and close defects

Annually

- Detailed service and rope/suspension inspection
- Controller and drive checks
- Buffer and limit verification