

TB-GEN013

## TECHNICAL BULLETIN

INFORMATION ONLY

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**For the Attention of :** Testers, IFMs, Margaret Pitman,  
Copy: Graham Mears,  
**From:** Peter Amura – Installations Manager  
**Date :** 27 August 2015  
**Subject :** **Outstanding items at Test**  
**Product:** **Passenger Lifts – all product range**  
**Pages :** 1

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### **Background**

A recent incident highlighted the need for this bulletin reminding everyone to ensure they record all outstanding items at time of test, even those of OEMs.

In this incident an Engineer attended site from the local service branch and found that the lift car anchor bars and switches were not fitted and the wires shorted where the switches should have been fitted. The Tester was aware of this and had carried out the appropriate safety checks and received approval to leave the lift operational. He returned 2 days later with the new parts.

### **Actions:**

Please continue to comply with the policy and best practice of recording all outstanding items at time of test. This case also highlighted the need for photos to be taken of the outstanding item(s) and sharing this with the local service branch, or as a minimum leaving a note in the control cabinet explaining the issue so they are aware before starting work on the lift.

If in doubt please ask

Thanks

Peter