



Elevator And Escalator Safety Inspection Checklist Template 2026

General Inspection Information

Basic details including inspection date, inspector name, facility location, equipment ID, and specific unit number.

Inspection Date

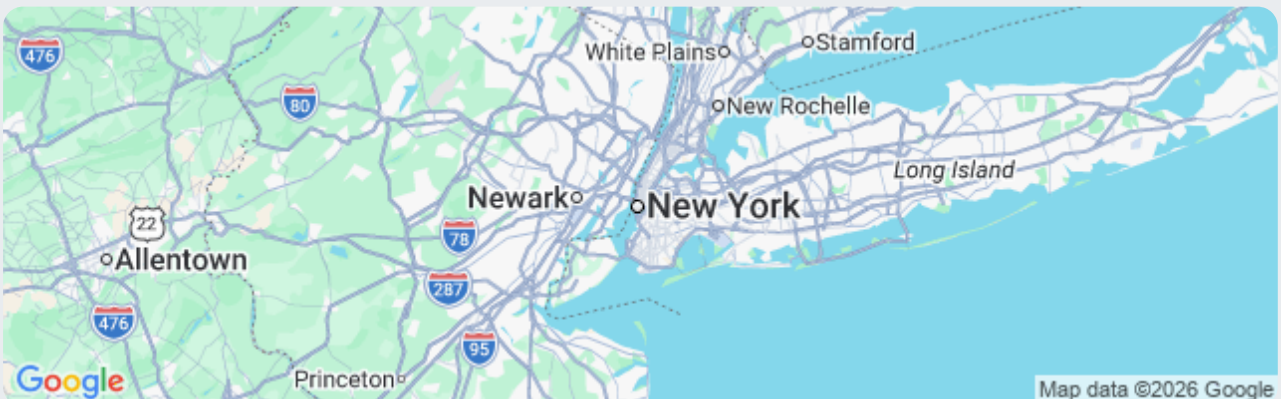
Enter date...

Inspector Name

Write something...

Facility/Building Name

 [Set My Current Location](#)



Equipment ID/Unit Number

Write something...

Inspection Type

- ☐ Routine Monthly
- ☐ Annual Certification
- ☐ Post-Repair Audit
- ☐ Emergency/Incident Follow-up

Inspector Signature

Car and Cabin Interior Inspection

Verification of lighting, floor condition, handrails, emergency communication systems, and car door functionality.

Car Lighting Condition

- ☐ Operational
- ☐ Dim/Flickering
- ☐ Failed/Non-functional

Floor Surface Integrity

- ☐ Good Condition
- ☐ Damaged/Trip Hazard
- ☐ Needs Cleaning

Emergency Communication System Status

- ☐ Working
- ☐ Non-responsive
- ☐ N/A

Interior Damage Details

Write something...

Photo Evidence of Interior Condition

 Upload File

Handrail and Guardrail Stability

- ☐ Secure
- ☐ Loose/Unstable

Code

Inspection Date

Enter date...

Inspector Name

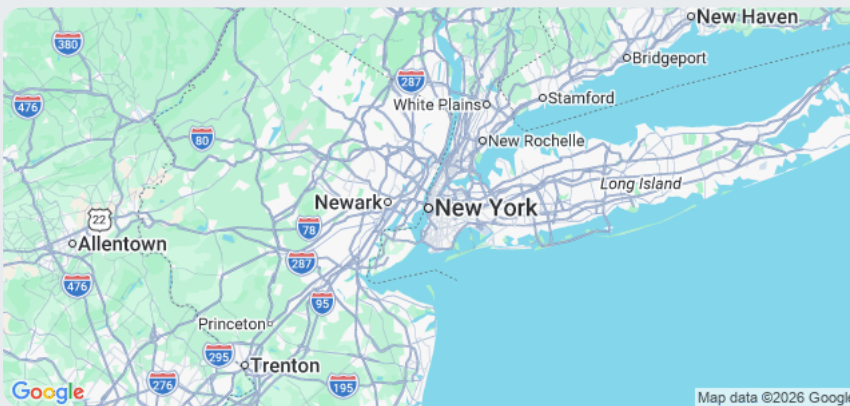
Write something...

Equipment ID / Unit Number

Write something...

Facility Location

 [Set My Current Location](#)



Inspection Type

- ☐ Routine Monthly Maintenance
- ☐ Annual Safety Certification
- ☐ Post-Repair Inspection
- ☐ Emergency/Incident Inspection

Previous Inspection Report

 [Upload File](#)

Door and Gate Operational Check

Inspection of door sensors, closing speed, interlocking mechanisms, and door track obstructions.

Door Closing Speed

- ☐ Within Safe Parameters
- ☐ Too Fast
- ☐ Too Slow
- ☐ Irregular/Jerky

Door Sensor/Reopening Device Functionality

- ☐ Operational
- ☐ Failure to Detect Obstruction
- ☐ Malfunctioning/Not Working

Door Interlock and Locking Mechanism Status

- ☐ Secure and Fully Engaged
- ☐ Loose/Misaligned
- ☐ Mechanical Failure

Observed Physical Defects

- ☐ Scratched/Damaged Tracks
- ☐ Debris in Door Tracks
- ☐ Damaged Door Panels
- ☐ Worn Seals/Weather Stripping

Detailed Observations and Defect Descriptions

Write something...

Photo Evidence of Door Issues

 Upload File

Hoistway and Pit Safety Inspection

Assessment of pit cleanliness, sump pump operation, buffer condition, and hoistway lighting/ventilation.

Pit Cleanliness and Debris Status

- ☐ Clean and Clear
- ☐ Debris Present
- ☐ Requires Immediate Cleaning

Sump Pump Operational Status

- ☐ Fully Operational
- ☐ Malfunctioning
- ☐ Not Applicable / No Pump Present

Water Level in Pit (mm)

Enter a number...

Hoistway Safety Features Checked

- ☐ Guide Rails
- ☐ Safety Buffers
- ☐ Hoistway Lighting
- ☐ Ventilation System
- ☐ Limit Switches

Defects or Observations Noted

Write something...

Photo Evidence of Pit/Hoistway Condition

 Upload File

Escalator Mechanical and Structural Audit

Review of step condition, comb plate integrity, handrail tension, and drive chain lubrication.

Step and Riser Condition

- ☐ Excellent
- ☐ Good
- ☐ Fair (Monitor)
- ☐ Poor (Immediate Action Required)

Handrail Tension and Speed

- ☐ Pass
- ☐ Fail

Comb Plate Integrity

- ☐ Intact
- ☐ Damaged/Missing Teeth

Mechanical Defect Details

Write something...

Photo Evidence of Structural Wear

 Upload File

Handrail Speed (m/s)

Enter a number...

Inspector Verification

Emergency and Safety Systems Test

Testing of emergency alarms, emergency lighting, battery backup, and automatic rescue devices (ARD).

Emergency Alarm Functionality

- ☐ Operational
- ☐ Non-Operational
- ☐ Needs Repair

Emergency Lighting Status

- ☐ Pass
- ☐ Fail

Emergency Communication/Intercom Test

- ☐ Clear Audio
- ☐ Distorted/No Audio
- ☐ Not Working

Battery Backup Voltage Reading

Deficiency Details and Observations

Write something...

Photo Evidence of Safety Failures

 Upload File

Safety Inspector Verification

Control Room and Electrical Components

Inspection of controller panels, wiring integrity, overheating detection, and circuit breaker status.

Controller Panel Physical Condition

- ☐ Excellent
- ☐ Good
- ☐ Fair - Requires Maintenance
- ☐ Poor - Immediate Action Required

Electrical Component Checklist

- ☐ Circuit Breakers Secured
- ☐ Wiring/Cabling Intact (No Fraying)
- ☐ Control Panel Clean and Dust-Free
- ☐ Temperature Within Operating Range
- ☐ No Visible Signs of Corrosion

Observed Electrical Anomalies

Write something...

Detailed Repair Notes and Observations

Write something...

Photo Documentation of Electrical Panel

 Upload File

Electrical Technician Verification

Signage and Compliance Documentation

Verification of weight capacity signs, emergency instruction decals, and up-to-date maintenance logs.

Weight Capacity Signage Status

- ☐ Visible and Accurate
- ☐ Needs Replacement
- ☐ Missing

Emergency Instructions Displayed

- ☐ Yes
- ☐ No

Last Permit Renewal Date

Enter date...

Upload Inspection Certificate/Permit

 Upload File

Deficiencies in Signage Noted

Write something...

Inspector Compliance Verification

Post-Inspection Summary and Actions

Summary of identified defects, required repairs, priority levels, and follow-up inspection scheduling.

Overall Inspection Status

- ☐ Pass
- ☐ Pass with Minor Defects
- ☐ Fail - Immediate Action Required

Defect Description and Findings

Write something...

Required Corrective Actions

Write something...

Follow-up Inspection Date

Enter date...

Inspector Signature

Photo Evidence of Defects

 Upload File

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🏁 Finish

🔧 Generate Sample Report