

Elevator installation rough-in inspection checklist

Elevator installation rough-in is the last time the work is fully visible. Once the cover inspection passes and the walls, ceilings and slabs close, every defect left behind becomes a demolition bill. This checklist walks the rough-in in the order the work goes in, with the photo each item needs before it gets buried. Work is commonly verified against ASME A17.1 safety code for elevators and escalators, the applicable building code. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The elevator installer's mechanic leading the rough, with the GC's superintendent documenting hoistway conditions floor by floor. When: As the hoistway is built out, before walls, doors and fascia enclose the shaft and cover the rail brackets and pit.

Rails and brackets

- ☐ Rail brackets anchored and rails plumb
Brackets fastened into sound structure at the correct spacing, guide rails checked plumb over their run before the shaft is closed. 2 photos required

Pit and overhead

- ☐ Pit and overhead clearances verified
Pit depth and overhead runby measured against the layout for this car, pit clean and dry with the ladder and stop switch located. 2 photos required

Entrances and machine space

- ☐ Entrance framing and sills set to the landing
Entrance struts and sills plumb and level at each opening, sill line referenced to the finished floor elevation. 2 photos required
- ☐ Machine-room or machine-room-less rough in place
Machine space, controller location, disconnect and hoistway rough observed and photographed before enclosure covers them. 2 photos required