



SAFETY TIPS

FOR RIDERS
OWNERS AND MANAGERS
EMERGENCY SITUATION



CITY LIFT
Performance in Motion

ELEVATOR SAFETY TIPS FOR RIDERS

Elevator safety is crucial. Here are ten tips to keep in mind:



1. Wait Patiently: Stand clear of the elevator doors and wait for the elevator to come to a complete stop before attempting to enter or exit.

2. Mind the Gap: Watch your step when entering or exiting the elevator to avoid tripping on the threshold or gap between the elevator floor and the building floor.

3. Respect Capacity Limits: Pay attention to the maximum capacity signs posted inside the elevator and avoid overcrowding. If the elevator is full, wait for the next one.

4. Press Buttons Carefully: Use your fingertip to press the elevator buttons firmly and directly. Avoid using pens, keys, or other sharp objects that could damage the buttons.

5. Stand Clear of Closing Doors: Do not attempt to enter or exit the elevator when the doors are closing. Wait for the next elevator instead of trying to rush in at the last moment.

6. Hold Handrails: If available, hold onto the handrails inside the elevator to maintain your balance, especially if the elevator starts or stops abruptly.

7. Keep Children Close: Supervise children closely and ensure they stand away from the doors and avoid playing with the elevator buttons.

8. Emergency Communication: Familiarize yourself with the location of the emergency communication device or button inside the elevator in case you need assistance.

9. Stay Calm in Emergencies: In the event of a power outage or elevator malfunction, stay calm and use the emergency communication device to alert building management or emergency services.

10. Exit Safely: When reaching your destination, allow others to exit before entering and watch your step as you exit the elevator.

ELEVATOR SAFETY TIPS FOR OWNERS AND MANAGERS

Here are few valuable safety tips for owners and managers of elevators:



1. Regular Inspections: Schedule regular inspections of elevators by qualified technicians to ensure they are in proper working condition and compliant with safety regulations.

2. Maintenance Plan: Implement a comprehensive maintenance plan to address any issues identified during inspections promptly. Regular maintenance helps prevent accidents and ensures the smooth operation of elevators.

3. Training for Staff: Provide training for building staff members responsible for elevator operation, maintenance, and emergency procedures. Ensure they are familiar with safety protocols and know how to respond in case of emergencies.

4. Emergency Preparedness: Have a clear and well-documented emergency response plan in place for elevator-related incidents, such as entrapments or power failures. Conduct regular drills to ensure staff members are prepared to handle emergencies effectively.

5. Monitor Compliance: Stay updated on elevator safety regulations and ensure compliance with local codes and standards. This includes regular testing of safety features such as emergency brakes, door sensors, and fire recall systems.

6. Address Complaints Promptly: Encourage building occupants to report any issues or concerns regarding elevator safety promptly. Addressing complaints in a timely manner demonstrates a commitment to safety and helps prevent potential accidents.

7. Keep Records: Maintain detailed records of elevator inspections, maintenance activities, repairs, and any incidents or accidents. These records can help identify trends, track compliance, and provide valuable information in the event of investigations or audits.

8. Accessibility: Ensure that elevators are accessible to people with disabilities by providing features such as Braille signage, audible announcements, and tactile floor indicators. Regularly check and maintain accessibility features to ensure they are functional.

9. Communicate with Occupants: Keep building occupants informed about elevator maintenance schedules, temporary outages, and any safety-related updates. Clear communication helps manage expectations and reduces the risk of accidents due to misinformation or confusion.

10. Invest in Upgrades: Consider investing in modernization or upgrades for older elevator systems to improve safety, efficiency, and reliability. Upgrades may include installing new safety features, energy-efficient components, or modern control systems.

ELEVATOR SAFETY TIPS FOR EMERGENCY

STALLED ELEVATOR



- 1. Remain Calm:** Stay calm and reassure others if you find yourself stuck in a stalled elevator. Panic can exacerbate the situation.
- 2. Use Emergency Communication:** Use the emergency communication device or button inside the elevator to alert building management or emergency services. Provide your location and any relevant details.
- 3. Avoid Attempting to Force Open Doors:** Trying to force open the elevator doors can be dangerous. Wait for trained professionals to assist you.
- 4. Do Not Attempt to Exit:** Unless directed by emergency personnel, remain inside the elevator until help arrives. Exiting without proper assistance can be hazardous.
- 5. Stay Warm and Hydrated:** If the elevator is stalled for an extended period, stay warm by huddling together with others, and stay hydrated if possible.

EARTHQUAKES

- 1. Drop, Cover and Hold On:** If you are inside an elevator during an earthquake, drop to the floor, take cover under a sturdy object, and hold on until the shaking stops.
- 2. Avoid Using the Elevator:** During seismic activity, avoid using the elevator altogether. Take the stairs instead, if it's safe to do so.
- 3. Use Stairwells for Evacuation:** If you're in the elevator when an earthquake strikes, use the elevator to reach the nearest floor and then evacuate using the stairs.
- 4. Follow Emergency Procedures:** If the elevator stalls during an earthquake, follow the stalled elevator safety tips mentioned earlier.



FIRES



- 1. Do Not Use Elevators:** In the event of a fire, never use the elevator. Elevators can malfunction during fires and may lead to being trapped between floors.
- 2. Use Stairwells for Evacuation:** If you're in the elevator during a fire alarm, exit the elevator at the nearest floor and evacuate using the stairs.
- 3. Close Doors:** If you encounter closed doors during evacuation, feel them with the back of your hand before opening them. If they are hot, do not open them, as there may be fire on the other side.

- 4. Stay Low:** If you encounter smoke while evacuating, stay low to the ground where the air is less toxic. Cover your nose and mouth with a cloth if possible.



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City Lift (India) Ltd.

11th Floor, Ackruti Star, MIDC Central Rd, Chakala Industrial Area (MIDC), Andheri East, Mumbai - 400 093.
Tel. No. : 022 69020000 - 100 | Email : city@citylift.co.in | W : www.citylift.co.in

Hyderabad

301 Sai Kiran Apartment, 7-1-53/1,
Dharam Karan Road, Ameerpet, Hyderabad-16
Email: city.hyderabad@citylift.co.in

Chennai

4/5 2nd Floor, Muthiyal Reddy Nagar,
Inner Ring Road, Adambakkam,
Chennai - 600 088.
Tel. : +91 44 2260 0119
Email Id.: city.chennai@cityelevators.in

New Delhi

206/1, 2nd Floor, B-9, Nehru Complex,
Pandav Nagar, Delhi - 110 092.
Email: city.delhi@citylift.co.in

Power Project Division

857, SBI Colony, Tadoba Road,
Tukum, Chandrapur - 442 401.
Tel. : +91 71722 55858