

SERVICE NOTICE

REMINDER: Inspect Elevator Controller Mechanical and Electrical Components Specific to the Braking System

Licensed Elevator Agencies are reminded that they are required to inspect the main braking systems, and emergency braking systems, including all electrical and mechanical components used in brake operation, on all automatic passenger and freight elevators during scheduled maintenance in accordance with Appendix K1, Section 8.6.4.6.1, of the 2014 New York City Building Code.

Maintenance of the braking systems includes cleaning, lubricating, and adjusting applicable components and, where necessary, repairing or replacing all worn or defective electrical or mechanical components. In addition to routine maintenance, the licensed agency must thoroughly inspect the braking system on every device during scheduled maintenance procedures (Category 1 and Annual Brake Maintenance) to ensure that the braking system operates as designed.

NOTE: Where an elevator braking system fails inspection, the Licensed Elevator Agency must immediately take the impacted elevator out of service and notify the Department's Elevator Unit via email within 24 hours at ElevatorIR@Buildings.nyc.gov. The licensed agency must also notify the Department's Elevator Unit via email at the same address, immediately after the braking system has been repaired and tested, and the device has been returned to service

For additional information, please see the associated [Commissioner's Order](#).

POST UNTIL: October 31, 2020