

## Escalator Start-Up Guide

1. Before starting unit verify that no one is on it. Place barricades at both ends if required.
2. The starting switch must be key operated and new units marked “DOWN” “RUN” “UP”. The key can only be removed in the “R” position and is spring return to that position. Insert the key and turn it to either “DOWN” or “UP” (clockwise to UP and counterclockwise to DOWN) position to start the unit. Hold it in position until the unit starts and comes up to speed (3-5 seconds). Allow the key to spring return the key to “RUN” position and remove it.
3. Move cover on stop switches and verify the alarm sounds. Observe that no one is on the unit and operate the stop switches. Observe physical condition of cover and stop switch.
4. With unit running stand at one end and observe the condition of the Step/treadway. Look for damage or soiled spots. Mark with chalk to identify starting point.
5. Observe position of the Step/treadway entering approaching combplate and mesh with complete teeth.
6. Examine combplates at both ends for position, mesh with Step/treadway and broken, bent or damaged teeth. If two adjacent teeth are broken/damaged or not meshing with Step/treadway, the unit must be taken out of service. If any single tooth is broken/damaged or missing, the unit may be operated but the condition reported.

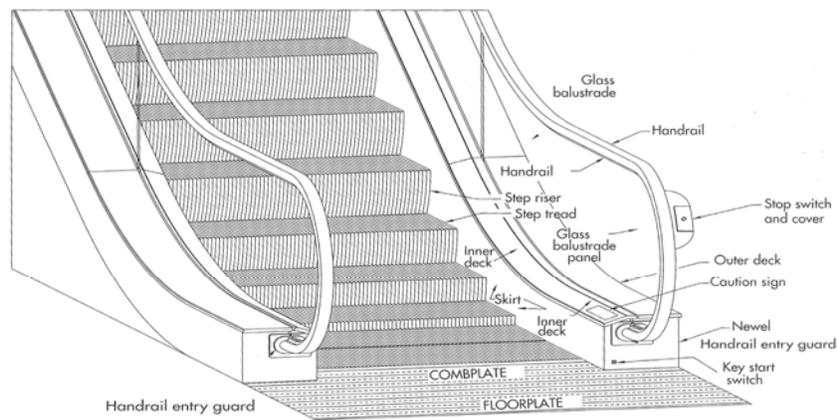


Figure 11.3.5 Low-deck escalator

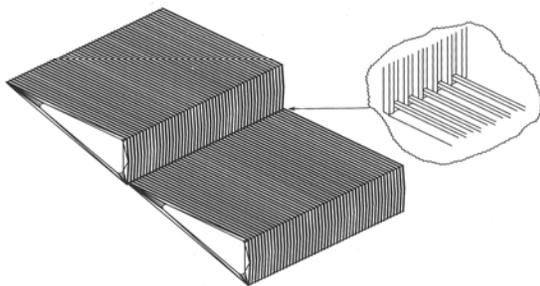


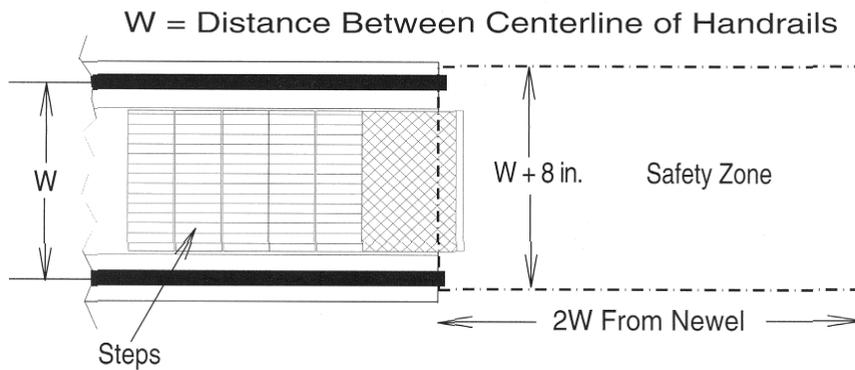
Figure 11.3.6 Escalator step



Figure 11.3.7 Meshing of step and combplate

7. Ride the unit and observe the balustrade for damage or loose hardware that may cause a snag point.
8. Ride the unit and observe the skirts for damage or buildup of any material that may increase friction. If the unit is equipped with skirt deflectors, observe their condition and attachment.
9. While riding the unit hold each handrail to verify they are traveling at approximately the same speed as the step/treadway. For example, on a single rise escalator with a vertical height of not more than 15-20 feet, one should not have to reposition their hand on the handrail. Then stand at one end and visually examine each handrail for damage such as cracks, gouges or cuts.

10. Visually observe the handrail entry guard for damage and close fit on the handrail.
11. If ceiling intersection guards are used, verify they are securely in place and not damaged.
12. Observe all of the anti-slide devices for secure fastening and damage.
13. Check the deck barricade for damage and secure attachment.
14. Check the Caution Signs attachment and damage.
15. For Escalators observe the demarcation lights by looking through the gaps between mesh of the step approaching the landings. There should be at least two green florescent lamps so that if one fails the light will still show. However a lower light intensity will be observed if one is not burning.
16. Look for burned-out light bulbs/tubes over the unit. The lighting of the steps/treadway should be uniform and not contrast the lighting in the surrounding areas.
17. Verify that the minimum safety zone is clear of obstacles. The minimum safety zone is shown in the following drawing.



Minimum Safety Zone  
Escalators & Moving Walks

Also observe the landing plate for wear and anything that may create a slipping hazard.

18. Landing area floors are level and free from foreign material and any tripping or slipping hazards.
19. Ride the unit and observe any unusual noise or vibration.

Report any condition found that needs to be corrected to work order control 742-3301 or emergency maintenance after hours at 742-3328.