

MAXILIFT

USER HANDBOOK

IMPORTANT

Before using your Stannah Maxilift, please ensure that you read and familiarise yourself with these instructions.

Stannah

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Note:

Whilst every effort has been made to ensure the clarity and accuracy of this handbook, Stannah Lifts cannot be held responsible for damage or injury resulting from negligence or misuse of the lift.

INTRODUCTION

Important – please read

Thank you and congratulations on purchasing a Stannah Maxilift passenger lift.

Before using your lift, you should read this User Handbook to provide an understanding of correct and safe use of the lift.

Your passenger lift has been manufactured and installed in accordance with the European Lifts directive and supporting European technical standards.

Regulation 9 of the Lifting Operations and Lifting Equipment Regulation 1998 (LOLER) requires that a lift undergoes an inspection/thorough examination by a competent person at regular intervals.

Your lift will give you many years of trouble-free operation provided it is properly maintained and treated with respect. A Service Log Card supplied by the Service Office will be completed after each service visit. Failure to ensure servicing is carried out could lead to unreliable or unsafe operation.

Your local Stannah Service Branch is available to carry out the required examinations, to assist with the completion of the statutory reports and to provide any training required.

For your records:

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INTRODUCTION

LEGAL & SAFETY REQUIREMENTS FOR THE OWNER/OCCUPIER

Legal Requirements

- Regulations require that lifts must be examined by a fully qualified lift engineer once every six months.
- Reports from each visit must be kept by the occupier of the building. If any repairs are necessary, a copy of the report must be sent to the local Factory Inspector or other appropriate Authority within 28 days.
- The Health & Safety at Work Act requires that certain parts are examined at specific intervals (Safety Assessment Federation Guidelines on the supplementary tests of in-service lifts: 2006).
- It is the responsibility of the owner/occupier to ensure at least two permanently based staff members receive training in the correct method of evacuating passengers from the lift in the event of failure.
- The building owner/occupier should maintain safe and unobstructed access to the lift and its control devices.

Safety instructions

- Lifts must not be overloaded. Any breakdowns or failures should be reported to your local Stannah Service Branch.
- Where possible the load should be evenly distributed. The mass of any single piece of goods, should not be greater than one half of the rated car load.
- All emergency calls initiated by person(s) in the lift must be acted upon immediately.
- Worn parts and used lubricating products must be disposed of in compliance with statutory regulations with respect to protection of the environment.
- You should not attempt to dismantle or remove any parts of the lift. Such work should be entrusted only to competent personnel with relevant expert knowledge and training.

LIFT CONTROLS

The following provides an overview of the basic controls on the landing entrance and within the lift car.

CALL PUSH BUTTONS AND ACCEPTANCE INDICATORS

On acceptance of a call, the push button on the car or landing will illuminate until the call has been answered.

Note: The exit floor '0' button has white to green illumination.

Each time a push button is pressed a 'beep' will sound providing audible feedback to the user. The sound level can be adjusted by your Stannah Service Engineer.

KEYPAD (OPTION)

The keypad option enables access to restricted floors.

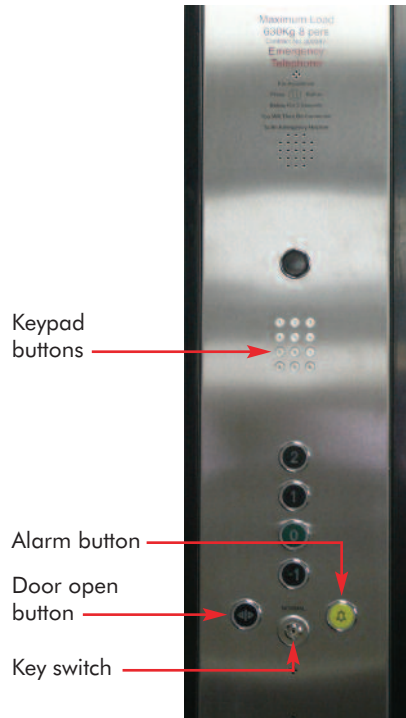
DOOR OPEN BUTTON

Operation of the button will cause the doors to open fully and remain open for 10 seconds before closing. On a through car, only the door next to the landing entrance will open.

DIGITAL LIFT CAR POSITION AND DIRECTION OF TRAVEL INDICATORS

A digital indicator is provided within the lift car and at certain landing(s), displaying the floor level that the lift car is at, or the direction in which it is travelling.

The car operating panel will make an audible sound upon arrival at the designated floor. The sound level on the car operating panel can be adjusted by your Stannah Service Engineer.



Keypad buttons

Alarm button

Door open button

Key switch

Car operating panel



Digital display unit

LIFT CONTROLS

CAR PREFERENCE CONTROL (KEYSWITCH IN CAR OPERATING PANEL)

When activated, this keyswitch provides control from the lift car only, cancelling all previously stored lift car and landing calls. The car will park at the last floor serviced with the doors open and will not move until a further lift car call is registered. The lift will only answer one call at a time; it will not store calls or answer calls placed from the landing controls.

To operate, place the key and turn to the right. To reset the system turn the key to the left, remove the key and normal usage will resume.

STUCK BUTTON DETECTION (CAR AND LANDING)

Should a button become accidentally or deliberately stuck, the control panel will register this occurrence and will no longer respond to that particular floor until the fault has cleared.

To clear the fault you can try to release the button, however the issue may reoccur. We recommend you contact your Stannah Service Branch.

ALARM BUTTON

The lift car is provided with an emergency alarm button for trapped passengers to summon help. In the event of mains power failure, the emergency alarm is supplied by a backup battery. When pressed the alarm button activates 2 separate alarms:

1. An alarm siren (situated in the lift well pit) which will sound as long as the alarm button is pressed.
2. An intercom or telephone system (depending on your lift specification) will connect for lift assistance. See pages 8-10 for further details.



Key switch

LIFT FEATURES

DOORS PARKED CLOSED

The car and landing doors are normally arranged to park closed. On each occasion the doors are opened, there is a delay before closing.

DOOR OPEN/CLOSE TRIP TIME

The door mechanism is allowed to open or close the doors for 10 seconds maximum. If this time is exceeded, the mechanism will reverse direction.

DOORS PARKED OPEN (ADDITIONAL OPTION)

If the doors parked option is fitted then, the doors will remain open when the lift car is parked.

DOOR OPEN TIME

The time for the doors to remain open can be adjusted to suit your application; this adjustment can be made by a Stannah Service engineer.

DOOR SAFETY EDGE (MECHANICAL)

Incorporated within the car door mechanism is a safety edge which automatically opens the doors should the door come into contact with a person or object whilst closing. The obstruction must be removed for the doors to close.

DOOR SAFETY EDGE (FULL HEIGHT INFRA-RED)

Incorporated on the lift car is a full door height infra-red electronic safety detection device, which automatically opens the doors if it detects a person or an obstruction whilst closing. The doors will remain open until the obstruction or person is removed from the detection area.

DOOR ANTI-INTERFERENCE FEATURE

If the doors are prevented from closing (e.g. by repeated operation of the safety edge or door open push button), or if the landing door lock or car door contacts fail to make contact, resulting in the door repeatedly attempting to close, then:

- After two minutes the lift will shut down by cancelling all the calls, disabling the door operator and opening the doors.
- The circuit will reset to normal on activation of a car call button or after four minutes.
- This sequence will be repeated if further interference is detected.

LIFT FEATURES

CAR LIGHTING – TIMER

The lift car lights are on a timer which switch the lights off if the lift is not used for a period of 20 minutes. This time can be adjusted by your Stannah Service engineer.

EMERGENCY CAR LIGHTING

In the event of power failure to the lift car main lighting, the emergency car lighting will provide 3 hours of emergency lighting.

LIFT OVERLOAD

Should the lift be overloaded whilst at a floor level a voice annunciator will sound and the lift car will indicate an overload condition warning the user(s). The lift will not operate until the load has been reduced to an acceptable level. When the lift car is 85% fully loaded the lift will by-pass any landing calls until the load has been reduced below 85%.

HOMING TO PRE-DETERMINED FLOOR

If a car or landing call has not been registered for 15 minutes, the lift will 'home' to a pre-determined floor, usually the master or ground floor. Upon arrival at the 'master floor' the doors will not open (unless the 'doors parked open' option is fitted) until another landing call is placed.

RE-LEVELLING/ ANTICREEP ON HYDRAULIC LIFTS

If, after an extended period of inactivity, or due to changing loads in the lift car, the floor levels vary by more than 15mm, the re-levelling system will be activated, causing the lift to move back to the correct floor level.

SELF-CHECKING

Each time a lift makes a journey, it continually checks that the normal control sequence occurs within given time limits and pre-set parameters. If the lift does not operate within this range it will automatically go 'out of service' after the next change in direction. If this occurs contact your local Stannah Service Branch immediately.

TELEPHONE ALARM SYSTEM

OPERATION OF THE AUTO-DIAL TELEPHONE ALARM SYSTEM

These instructions are for our standard autodial system. If you have a different communication system fitted please refer to manufacturers operating instructions.

From the lift car:

1. Press and hold the alarm button on the lift car console for at least 3 seconds.
2. The auto-dial system will respond with a voice announcement "Reassurance Message" in the lift car:

"Please remain calm; the alarm has been activated and lift services are about to be contacted."

The ALARM button will illuminate permanently with a yellow indicator.

3. The dial and ring tone will be audible within the lift car whilst the auto-dial system dials the emergency phone numbers. Once the call is answered the auto-dial system will go quiet.
4. Once the call has been answered the yellow indicator will turn off and the green on-line indicator in the car control panel will illuminate. The passenger will now be able to talk to the rescue service.

Note:

If a phone number is unobtainable, or not answered after one minute, then the auto-dialler will dial the next sequential number. This process will continue through the pre-programmed numbers until the call is answered.

The auto-step visual and audible announcement procedures are for the benefit of the visually, audibly and physically impaired. The auto-dial system requires no further intervention from the trapped passenger once they have initiated the procedure by pressing the ALARM button for 3 seconds.

The green indicator will turn off after the operator has finished the call. The passengers are then able to activate the auto-dial system again by pressing the ALARM button for 3 seconds should the need arise.

TELEPHONE ALARM SYSTEM

From the rescue point telephone:

1. Answer the telephone.
2. The lift auto-dial system will announce the following:
“Lift alarm. Please press 3 for location or (#) to speak to a trapped passenger(s). Before you hang up please press star () then hash (#)”*
3. Press the # or 3 key.
Once the # button is pressed, or after the site location message has been heard if the 3 button is pressed, the green indicator in the lift car will illuminate and the passenger will be in 2 way communication with the operator.
4. Now you can communicate with those inside the lift, reassure the occupants and explain the process that is about to occur. This should include an approximate timescale and what to expect during for the evacuation of the trapped passengers.
5. After two minutes and thirty seconds of conversation a warning message will announce that the call will end in thirty seconds, please press # to continue talking or press * then # to end call.
6. During conversation, you can replay the location message by pressing 3 on the rescue point telephone. The announcement will replay once.
7. Once the conversation has finished, terminate the call by pressing the * then # buttons on the rescue point telephone, prior to placing the handset back down on the phone cradle.

Important!

Ending the call by pressing * then # will guarantee that the auto-dial system resets, turns off correctly and returns to standby mode. Failure to follow this procedure will keep the telephone line open for up to three minutes in the lift car, which may be accompanied by unpleasantly loud off hook tones being heard.

TELEPHONE ALARM SYSTEM

To re-establish contact with the lift car:

If the telephone number of the lift auto-dial system is known, then it is possible to re-establish contact with the lift car.

1. Dial the telephone number. After three ring tones, the auto-dial system will answer the call. You will hear the location message and three beeps (passengers will hear a tone).
2. Press the # key to enable 2 way conversation and the green indicator light in the lift car will turn on.
3. All the procedures from the previous page can be reapplied.

Nuisance calls

Occasionally, nuisance calls may be encountered by improper use of the ALARM button in the lift car.

1. To disable the auto-dial system for thirty minutes press the NINE (9) button on the rescue point telephone after the trapped passenger announcement has been acknowledged.

Important!

This action should only be taken if there are no trapped passengers and vandals are the cause of repetitive calls.

Not all trapped passengers may be capable of acknowledging their presence verbally; it may be safer to endure the inconvenience of nuisance calls as opposed to inadvertently ignoring trapped passengers.

LIFT OPERATION IN EVENT OF A FIRE

EN81-73 Lift shutdown in the event of a fire activated by an Automatic Fire Detection System

When a signal is received from the automatic fire detection and alarm system the lift will react as follows:

All landing and car controls including the door re-open button are rendered inoperative and all existing registered calls are cancelled.

The lift will then operate as follows:

- a) If the lift is parked at a landing, the doors will close and the lift will travel non stop to the designated landing.
- b) If the lift is travelling away from the designated landing, the lift will stop and reverse its direction at the next possible landing without opening the doors and return to the designated landing.
- c) If already travelling in the direction of the designated landing, the lift will continue its travel non stop to the designated landing.
- d) In the event of the lift, or its doors, becoming blocked due to operation of a safety device it will remain immobilised.

On arrival at the designated landing, the lift will park there with the car and landing doors open. The lift will have been removed from service and a 'No Entry' indicator will illuminate on the landing.

'Do not use lift in the event of fire' signs are fitted to the architraves at all floors.

The lift will be automatically reset to normal operation by:

- a) The resetting of the automatic fire detection system;
- b) Activation of the fire detection systems bypass device by an authorised person.

EMERGENCY RELEASE PROCEDURE

FOR USE BY AUTHORISED PERSONNEL ONLY

To be used only in an emergency by authorised persons who have had instructions. It is dangerous for any other person to attempt this procedure.

Before any emergency operation is attempted, a minimum of two authorised persons must attend, and establish effective communication with each other.

LIFT LOWERING PROCEDURE

1. Contact your local Stannah Service Branch.
2. Switch OFF the power supply at the main switch depending on your lift type. To find your lift type, please refer to the information on page 3.

Hydraulic lift MRLi/a or Traction lift

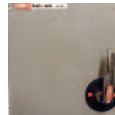


ON

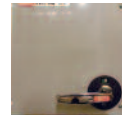


OFF

Hydraulic lift – Machine room



ON



OFF

Hydraulic lift – MRC



ON



OFF

Hydraulic lift – MRLi

Unlock the access door (A) for the emergency controls housed in the landing architrave. Switch OFF the power supply at the main switch (B) in the emergency control panel.



EMERGENCY RELEASE PROCEDURE

- Lower the lift to the nearest floor level by applying constant hand pressure to the red emergency lowering button (A). The LED indicator (B) will illuminate when the lift is at a floor level. Immediately release the button when the indicator illuminates and the lift will cease moving. Lift movement under emergency control will always be in the down direction.

If the lift car does not move after 3 seconds when the button is pressed, cease all attempts at emergency operation, reassure trapped passengers and await the Lift Engineer's arrival.

On traction lifts, lift movement will cease as soon as the lift detects a floor level. Lift movement under emergency control could be in either direction depending on the load in the lift car. Movement can be observed through the window provided.

Hydraulic lift MRLi/a or Traction lift



Hydraulic lift – Machine room

Lowering button on the pump/tank unit in the lift machine room

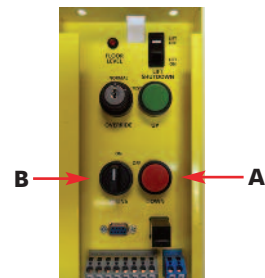


Hydraulic lift – MRC

Lowering button on the pump/tank unit in the lift machine room



Hydraulic lift – MRLi



EMERGENCY RELEASE PROCEDURE

Do not under any circumstances use the hand pump to move the lift.

6. Release the emergency lowering button once at floor level.

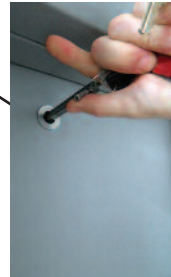
For Hydraulic machine room, Hydraulic lift MRC lifts

Reset the floor level buzzer switch to the OFF position to prevent continuous sounding of the buzzer.

PASSENGER RELEASE PROCEDURE

7. Locate the floor level at which the lift has stopped and open the landing door by inserting the door lock release key in the socket positioned in the door. Rotate the key until the door can be opened by hand.

If the doors move sideways by more than 50mm then the lift car is not at floor level and the doors must be allowed to shut.



8. The car and landing doors can be opened manually by pulling the doors sideways. The passengers may now be released from the lift car.

Centre opening doors must have the left hand door moved first, then the right hand door to disengage their interlock. Both car and landing doors can then be pulled fully open.

9. Leave the lift switched off and ensure car doors and landing doors are closed and positively locked.
10. Access to the lift machine cabinet/room/panel should be closed and locked to prevent entry by unauthorised personnel.

LIFT CARE

The following lift care procedures carried out regularly will help to keep your lift in good condition:

Lacquered brass, sprayed finishes, vinyl skin plate steel and laminate boards should be cleaned with a soft cloth using a furniture polish aerosol.

Mirrors should be cleaned with a soft cloth and any glass cleaning fluid.

Stainless steel components should be cleaned with a soft cloth, using baby oil or a propriety stainless steel cleaner and then wiped off with a dry, lint-free cloth.

To clean carpet use good carpet shampoo and do not saturate the carpet.

Coloured Stainless Steel

- Any cleaning method should be tried on a small area in the direction of the grain. Clean either with a clear liquid window cleaner that does not contain bleach, or with soft soap and water using a soft cloth and minimum pressure. Rinse with clean water and polish with a soft cloth.
- Organic solvents can be used to remove oil/grease.

Aluminium Car and Landing Door Sills

- Track grooves should be cleaned using wire wool and any obstructions within the track grooves should be removed. Prior to cleaning isolate the movement of the car and landing doors using the car preference control key switch, or preferably, turned off at isolator.

General Notes

- Never use abrasives to clean any car or landing doors.
- Never operate cleaning appliances within the lift car that are connected to an external power source via a trailing cable unless the car has been isolated with the car preference keyswitch.
- Never leave objects propped against the doors, door frames or car finishes.
- Never wedge the doors open.
- Never attempt to open the doors except with the lock release key.
- Ensure the alarm siren is working on a regular basis and that it is recognized by the building occupants.

TROUBLESHOOTING

Problem	Solution
Lift doors will not close	Check there are no obstructions. If there are no obstructions contact the Stannah Service Branch
Lights do not work (either lift car ceiling lights or buttons)	Call Stannah Service Branch
Lift is stationary	The lift has detected a fault, contact your Stannah Service Branch.
Adjusting sound level of buttons	Call Stannah Service Branch
No service indicator	Check that the car preference key has not been left in the 'on' position or that the building fire alarm has not been activated. Call Stannah Service Branch if fault persists.

For your local Stannah Service Branch – see page 22

GUARANTEE

YOUR STANNAH GUARANTEE

Stannah Lifts Ltd are proud to have secured ISO 9001:2000 Quality Assurance Certification and are pleased to guarantee the whole of our materials and workmanship for a period of twelve months from completion of installation and handover of the lift to you, on the following conditions:

- That you enter into a service contract with our sister company Stannah Lift Services Ltd. As with a motor car, your new lift must be properly serviced and maintained to keep it safe and at its very best.
- Should any defective workmanship or materials become evident within the twelve month period, we undertake to repair or replace the defective part, as soon as possible during normal working hours (Monday to Thursday 8.00am to 4.45pm, Friday 8.00am to 3.45pm).
- Should attendance outside normal working hours be requested, it will be subject to a reasonable excess charge. Details of your designated Stannah Service Branch can be found on page 3 of this Handbook. Contact information can be found on page 22.
- The Guarantee does not cover repairs, replacements or adjustments which may be required as a result of ordinary wear and tear, wilful or accidental damage, misuse, neglect or any other cause beyond our control.
- The lift well and/or machine space must be maintained, free from damp and properly ventilated. In particular, the temperature of the machine space should remain between 15°C and 30°C to ensure suitable operating conditions.
- That all outstanding monies have been paid to us.

Stannah Lifts Ltd

Anton Mill, Andover, Hampshire SP10 2NX

Tel: 01264 339090

Stannah

STANNAH SERVICE BRANCHES

CONTACT STANNAH LIFT SERVICES LIMITED AT:

SCOTLAND

45 Carlyle Avenue,
Hillington Industrial Estate,
Glasgow G52 4XX
Tel: 0141 882 9946
Fax: 0141 882 7503

NORTH & NORTH EAST ENGLAND

Wellington Road,
Dunston, Gateshead
Tyne & Wear NE11 9JL
Tel: 0191 460 0010
Fax: 0191 460 1143

NORTH WEST ENGLAND & NORTH WALES

Unit 12,
Bamford Business Park,
Whitehill Industrial Estate,
Stockport, Cheshire SK4 1PL
Tel: 0161 477 3344
Fax: 0161 477 3377

MIDLANDS EAST

48 Bleakhill Way, Mansfield
Nottinghamshire NG18 5EZ
Tel: 01623 631010
Fax: 01623 636182

WEST MIDLANDS & MID WALES

Unit A6, Coombswood Way
Halesowen B62 8BH
Tel: 0121 559 2260
Fax: 0121 559 8171

SOUTH MIDLANDS & HOME COUNTIES

Unit 4, Boundary Road,
Buckingham Road Industrial
Estate, Brackley
Northants NN13 7ES
Tel: 01280 704600
Fax: 01280 701187

EAST ANGLIA

Unit 27/28, Morgan Way
Bowthorpe Industrial Estate
Norwich, Norfolk NR5 9JJ
Tel: 01603 748021
Fax: 01603 743097

SOUTH WEST ENGLAND & SOUTH WALES

Unit 4, City Business Park
Easton Road, Bristol
Avon BS5 0SP
Tel: 0117 955 9976
Fax: 0117 955 5993

LONDON & SOUTH EAST

Unit 8, Swan Business Park
Sandpit Road, Dartford
Kent DA1 5ED
Tel: 01322 287828
Fax: 01322 222720

SOUTHERN ENGLAND

6 Ambassador Park Estate
Airfield Road, Christchurch
Dorset BH23 3TQ
Tel: 01202 476781
Fax: 01202 485424

NATIONAL CONTRACTS

Unit 46, Acorn Industrial Park
Crayford Road, Crayford
Kent DA1 4AL
Tel: 01322 553925
Fax: 01322 522037

www.stannahlifts.co.uk

NOTE

Whilst every effort has been used to ensure the clarity and accuracy of this Handbook, we cannot be held responsible for damage or injury resulting from negligence or misuse of this lift equipment.

We are continually developing and improving the Maxilift range and we therefore reserve the right to alter or amend the specification without prior notice.



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MaxiUH.05.11

www.stannahlifts.co.uk

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