

Annexure-4

{see rule 6(2) & 6(6)}

Logbook details for maintenance of the lift or escalator installed in public premises

(To be kept near the lift or escalator installed)

Part-A To be printed on page-1 of the logbook

1	Registration Number	
2	The date of commissioning of the lift or escalator	
3	The date on which the lift or escalator came into operation	
4	If it is a new lift or escalator, the date till which free maintenance service by manufacturer or commissioning/modifying/altering/shifting agency will be available	
5	Name, address and registration number of the agency responsible for AMC	
6	Whether agency responsible for AMC is an authorized vendor of OEM	
7	Date of commencement of the AMC	
8	Date on which AMC expires	
9	Type of AMC	
	(a) Comprehensive	
	(b) Semi Comprehensive	
	(c) Non Comprehensive	

Part-B To be printed on subsequent pages

Sl No	Date and Time of visit of AMC Team	Name of the Team Leader	Works attended by AMC Team	Any suggestion for the owner for corrective measure for smooth operation of lift or escalator	Date on which the suggestion has been complied with	The date when next visit of AMC Team is due	Signature of the Team Leader of AMC Team

Part-C To be printed on separate set of subsequent pages

Sl No	Name of the operator	Problems faced by him in operation during his duty hours	Date and Time of the entry of the operator	Whether the problem has been attended to or resolved? If yes, date and time?	Signature of the Team Leader of AMC Team