

VM Builders Manual

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VM Range



Builders Manual

Contents

Product: VM Builders Manual
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Description: Contents Page

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Section 5:	<u>Full Site Survey Form</u> <u>Guidance notes</u>
Section 5:	<u>Document amendment record</u>

SECTION 1

INTRODUCTION

Introduction

Product: VM Builders Manual
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The various sections within this publication contains all the instructions and documents required to safely carry out the building work required to install the VM Range of vertical lifts.

The VM Range of lifts do not have the tracks fitted to the wall but are fitted to a structural beam which transfers the load of the lift through the floor joists at the first floor. This unique design features allows the tracks to be fitted without disrupting any party wall or decorative features such as coving.

In a lot of instances doubling of joists may be required to evenly distribute the loads through the first floor joists. To assess if doubling of joists is required a series of different possible joist layout examples has been supplied. **(see drawings VM00 6012 for 400mm joist centres or VM00 6013 for 600mm centres)**. Next to each of these examples is a table, which will help determine if joists need doubling and, if so, the size of joists required.

If you measure a joist size and length which has no solution in the table then you must not proceed without contacting Wessex Medical Equipment Company Limited on 01794-830303.

Any joists of trimmers **must** be fitted using the correct joist hangers. Simply using nails is not acceptable.

A procedure is contained in section 3 of this manual which will also show the correct way to build and install the structural beam and liners which will fit into the trimmed opening.

A set of electrical drawings is contained in section 5. Any electrical supply must be dedicated. See drawing VM30 9006.

Section 6 contains a copy of a full site survey report which will allow a surveyor to quickly identify any potential problems on a site prior to the builder starting work. A set of guidance notes is also supplied to help explain the survey form.

Any changes to this publication will be recorded on the Document Amendment Record in section 7. As well as the updated section, an updated amendment record will also be issued.

Please note: This publication is a controlled document and must only be issued or updated by Wessex Medical Equipment Company Limited. Updates and amendments will therefor only be issued to the original issue number.

For this reason no part of this publication should be reproduced without written permission from Wessex Medical Equipment Company Limited.

SECTION 2

TECHNICAL SPECIFICATION

Technical Specification

Product: VM Range
Document Ref: VM01 5120
Description: Technical Specification

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Technical Specification

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INTRODUCTION

This document outlines the Technical Specification for the Hydraulic Vertical Lift product range.

SECTION 1

TECHNICAL SPECIFICATION

1.1 PRODUCT RANGE

Available as rear hung only	<u>3 metre Travel</u>	<u>3.5 metre Travel</u>
Seated	VM30	VM50
Wheelchair - standard	VM31	VM51
Wheelchair - large	VM36	VM56

1.2 LIFT CAR DIMENSIONS

See drawing for details

VM10 7001

1.3 SAFE WORKING LOAD

35 stone (225 kg)

Lift is designed to carry a single person either in a wheelchair or seated complying with BS5900 1999.

1.4 MAXIMUM TRAVEL AND MINIMUM CEILING HEIGHTS

Limited to domestic properties. Travel between ground and first floor.

	<u>VM30/31/36</u>	<u>VM50/51/56</u>
Minimum ground floor ceiling height	1850 mm	2100 mm
Minimum first floor ceiling height	2040 mm	2280 mm
Maximum travel	3000 mm	3500 mm

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1.5 MID FLOOR RANGE

165 mm to 300 mm

1.6 LIFT SPEED

Nominal 60 mm/sec for raise and lower on all models

1.7 DOOR CONSTRUCTION AND OPERATION

Seated and wheelchair models have a door that is manual only with an automatic lock reset after a 5 second time period. This allows single handed operation of the door to release and open. The opening is between 90° and 95°.

Wheelchair models have a powered door available as an option with a single open/closed push button with a one touch operation. To manually open the door safety edge is depressed to release the lock. The lock resets ready to shut the door after approximately 5 seconds. The modular design of the lift car permits the easy handing of door hinging from left to right hand or vice versa.

Automatic door close is optional on powered door models

1.8 EMERGENCY IN-CAR LOWERING

Fitted as standard to all models the control is a one touch operation. Pressing the button once sends the car to the lower landing. The system is only useable in the event of a mains power failure or if the run mode timer has tripped.

1.9 CONTROLS

Car controls are housed in a recessed pod and may be selected as left or right hand mounted. The controls are colour and shape coded and are illuminated to indicate the availability of that function. Illumination of the push buttons is via a time-elapsd feature that triggers when any door button is pressed. The timer is set to approximately 5 minute duration but can be adjusted up to 20 minutes.

Call stations are surface mounted but can be made flush finished by special request. They utilise the same push buttons as the car controls and are non-illuminated. Wiring for the lower call station is run through the mid-floor and the top call station is taken via the mid-floor PSU.

Auto-homing to first floor is optional. When the lift is at ground floor and not in use it will ascend to its parking position after a given period at the first floor providing a fireseal in accordance with BS 5900.

Auto-door closing is optional

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Key switches are optional and function in one of two modes:

Option 1 - 2 way key switching to both call station

Option 2 - car mounted to disable the up, down and stop controls in car only

Radio control is optional. Maintained controls are optional

<u>Control Designations</u>	<u>Colour</u>	<u>Shape</u>	<u>Control Type</u>
Up	Green	↑	Latching
Stop	Red	↑	Latching
Down	Green	↓	Latching
Door	Blue	↑	Latching (timed)
Lights	White	○	Latching (timed)
Alarm	Yellow	○	Momentary
Emergency Lower	Red	○	Latching
Door (safety edge)	-	-	Latching (timed)

1.10 ILLUMINATION

Low voltage incandescent bulbs mounted at the back of the lift car. These have the same elapsed timer feature as the push button illumination. The lights are triggered via any door control or the in-car light switch (or on a power failure).

1.11 GRAB HANDLES

Universal design for front or side mounting. Front mounting on seated, front or side mounting on wheelchair version.

1.12 TRACK SYSTEM

Fixings at ground floor, mid floor via structural beam and ceiling fix at first floor level. An optional wall bracket is available at first floor level.

1.13 SEATS

Available types and applications:

<u>Type</u>	<u>Model</u>	<u>Height (mm) (floor to cushion)</u>
Perch/Tip Up	VM 30, 31, 36, 50, 51, 56	540/590/670/740

Material ICI AMBLA - fire retardant fabric colour Hawes-Grey

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1.14 FINISH

For internal domestic use only. Powder coat textured finish.

Creamy White - BS 4800 10-B-15

1.15 ALARM FACILITIES

On board, fitted as standard two tone alarm. Operated by a momentary push button from within the car.

A volt free contact is available as standard which allows the push button control to operate a remote mounted alarm. Provision is made to allow the fitting of a phone into the lift car.

1.16 ELECTRICAL REQUIREMENTS

Supply 220v - 240v 50Hz single phase earthed supply

Power consumption in use maximum = 1100 watt
(all models) quiescent = 20 watts

The supply shall be dedicated solely to the lift and shall originate at the household consumer unit, terminating at a single gang 13 amp fused spur unit incorporating a double pole 30m amp RCD, manufacturer B&R electrical PLC part no. H92 or Direct equivalent. Pre-payment coin metres are not allowed.

1.17 BATTERY BACKED FEATURES

- The following functions within the lift are protected by a battery backed function in the event of a power failure.
- In car emergency lowering, sensitive surface (floating platform) door interlock and lift bottom limit switch
- Illumination of car and push buttons
- Manual door lock
- Powered door
- Alarm
- Trap trolley down switches
- Trap trolley zone switches

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1.18 STANDARDS COMPLIANCE

EC Type Tested against essential Health & Safety requirements of the Supply of Machinery (Safety) Regulations 1992 (schedule 4)

National Standards Fully complies with BS 5900: 1999
- Specification for Powered Domestic Lifts

1.19 SAFETY FEATURES

- Sensitive edges around car top periphery
- Sensitive surface to car underside
- Full interlocking of lift movement to door closed and locked position
- Sensitive surface to trapboard sensing up and down obstructions
- Separation and zone switches on trapboard
- Fire seal when lift is upstairs
- Pipe burst valve integral to base of hydraulic ram.
- Anti-creep and re-levelling facility at first floor
- Low voltage 24V dc control system (PELV)
- Fire retardant materials throughout
- Final limit switch
- Over-run timer
- Shoot bolt which maintains fireseal when lift is parked upstairs if there is a hydraulic failure.

1.20 TELEPHONE

An in-car telephone is optional

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SECTION 2

1. PROPOSED METHOD OF INSTALLATION

The builders will be responsible for forming the aperture, fitting the aperture lining components, removing - skirting, dado or picture rails where necessary i.e. the gap between the back of the track and the skirting etc. must be greater than 50 mm. They will also make good and decorate.

The installation engineers will fit the tracks, which will include cutting to length.

The benefits of this approach are:

Standardised track lengths allows batch production of both top and bottom tracks

Despatch for regional and agents stock holding of tracks becomes feasible with this method of manufacture and design

2. BASIC SEQUENCE

- 2.1 Fit tracks
- 2.2 Fit ram and ram housing along with the power pack
- 2.3 Attach lift car onto tracks in the following order:
 - Carriage
 - Sides
 - Floor
 - Adjust and set tensioning devices
 - Fit door
 - Floating platform
 - Electrical connections
 - Trap board and front pick up mechanis
 - Panel out car and fit trap board covers
 - Fit seat if applicable
 - Fit handles if applicable
 - Fit phone if applicable

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SECTION 3

KEY SERVICE FEATURES

- Easy removal of seats to access panels. Velcro fasteners and screws are used.
- 24V dc control electrics for safety except on drive motor and mains input circuits
- All control electrics are housed on a single PCB within the car. This allows ease of access for test and repair from inside the car
- Minimal number and types of limit switches fitted to lift.
- Self sealing bleed nipples on hydraulic ram minimises oil loss during installation and service.
- Hydraulic power pack with minimal number of joints reducing the risk of oil leaks.
- Oil level dipstick or sight glass on powerpacks for ease of level checking.
- Self diagnostics on the lift assists fault finding and checking circuits include checks on the following:
 - 24volts DC (main)/12 volts
 - battery status
 - stop circuit
 - door interlocks
 - up control
 - down control
 - floating platform (up) (down)
 - safety edge (up)
 - trap assembly (up) (down)
 - up limit
 - down limit
 - open door
 - close door
 - pump control
 - shoot bolt
 - lowering valve
 - pump control
 - over run timer

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PROPOSED SERVICE SCHEDULE CONTRACT

Recommended service is at six monthly intervals in line with BS 5900: 1999 and would include the following as a minimum.

- Self diagnostic checks on control, safety and battery circuits
- Check mechanical stability of the car and other parts and in line with other practices
- Check condition of all suspension components
- Check fuse ratings
- Lubrication and adjustment
- Fluid levels - check where appropriate
- Check all slider pads
- Check door locking mechanism

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SECTION 3

BUILDERS DRAWINGS

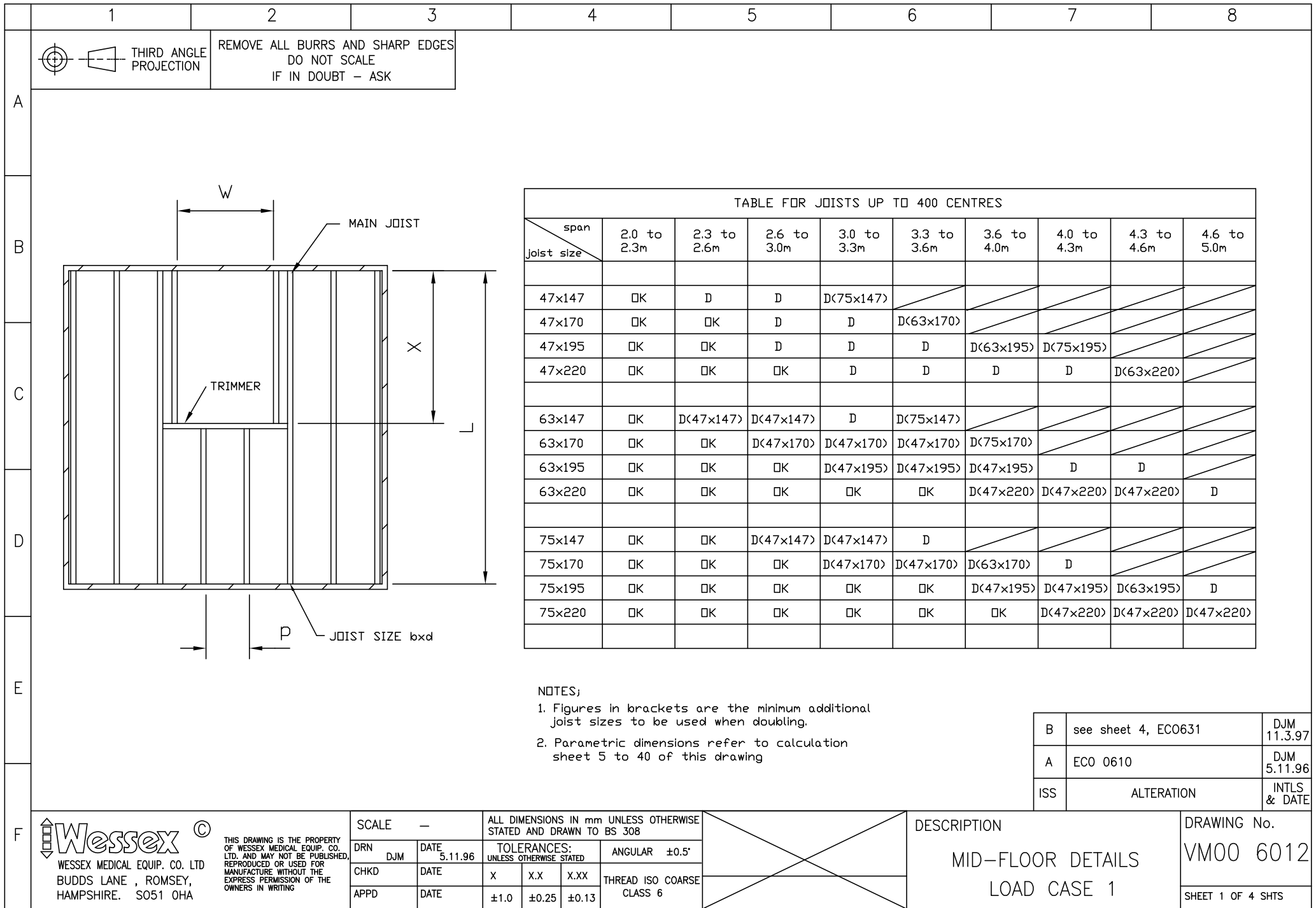
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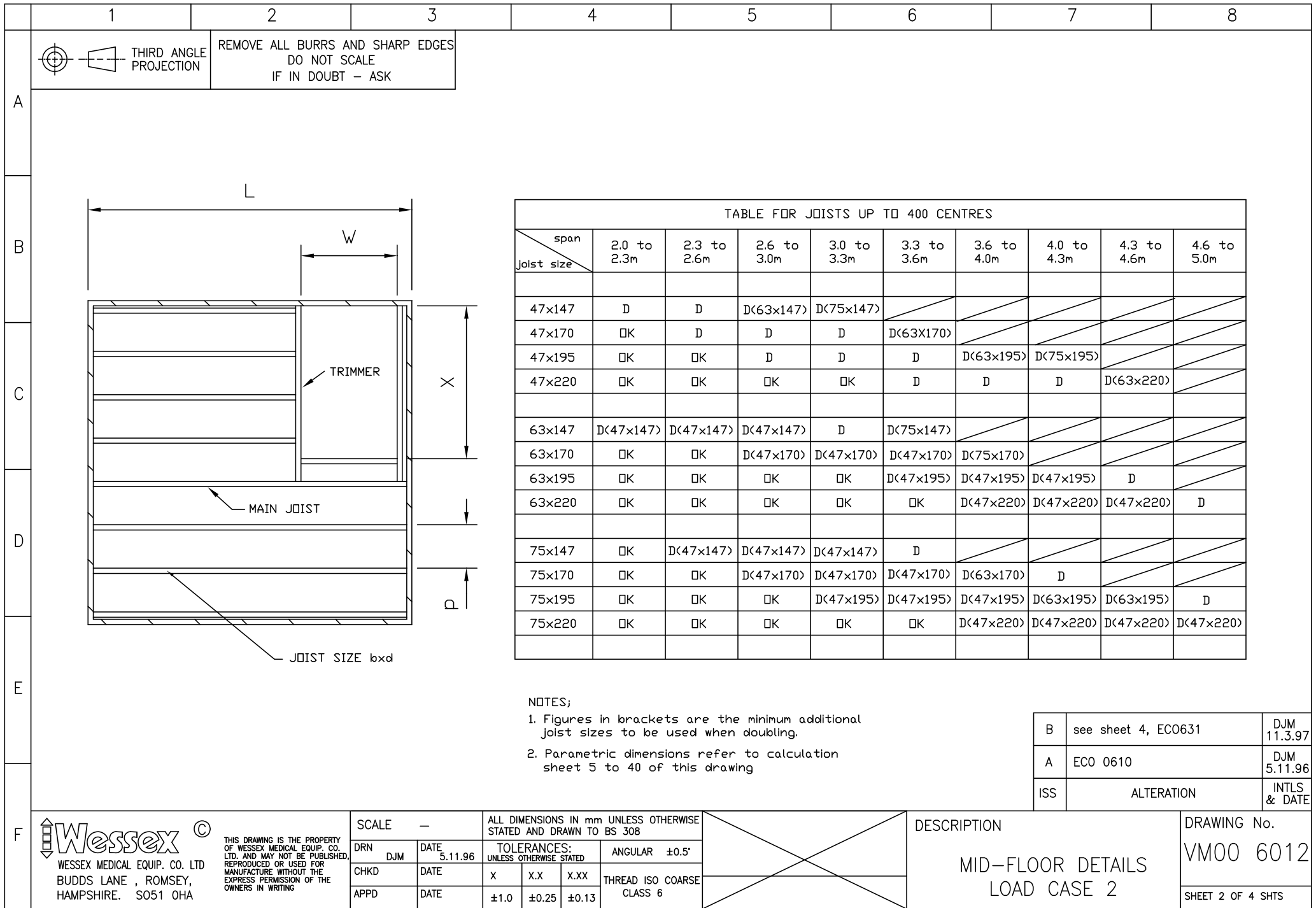
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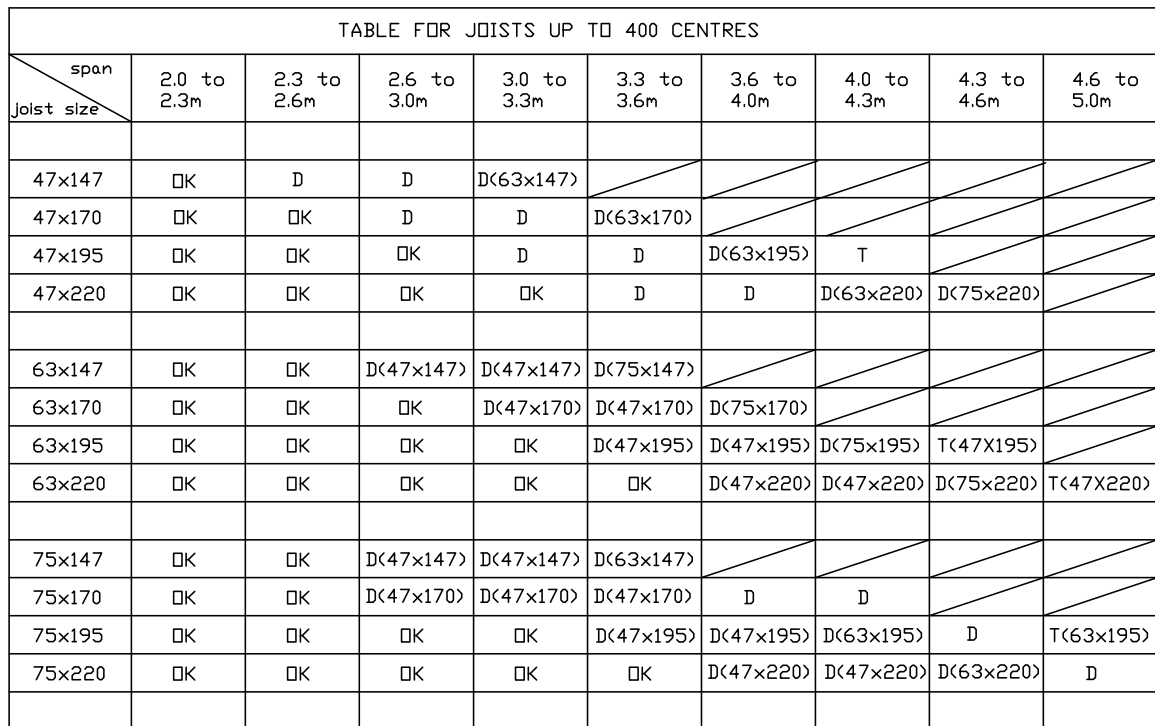
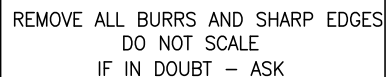
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Date: 25 November 2004

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- | | |
|-------------------------------|--|
| 1. VM00 6012 | Sheet 1.Mid Floor Load 400mm Joist Centres Load Case 1 |
| 2. VM00 6012 | Sheet 2.Mid Floor Load 400mm Joist Centres Load Case 2 |
| 3. VM00 6012 | Sheet 3.Mid Floor Load 400mm Joist Centres Load Case 3 |
| 4. VM00 6012 | Sheet 4.Mid Floor Load 400mm Joist Centres Load Case 4 |
| 5. VM00 6013 | Mid Floor Load 600mm Joist Centres |
| 6. VM30 9001 | Structural Loadings |
| 7. VM30 9004 | Sheet 1. Builders Instructions. Aperture cut-out |
| 8. VM30 9004 | Sheet 2. Builders Instructions Ceiling Patch |
| 9. VM30 9009 | Sheet 1. Shafted Lifts. cut-out Detail |
| 10. VM30 9009 | Sheet 2. Shafted Lifts. Ceiling Patch |
| 11. VM30 9008 | Floor Run Out |
| 12. VM30 9005 | Sheet 1. Aperture Trim Fixing |
| 13. VM30 9005 | Sheet 2. Aperture Trim Fixing |
| 14. VM30 9005 | Sheet 3. Aperture Trim Fixing |
| 15. VM10 7001 | Lift Dimensions |
| 16. VM00 2010 | Sheet 1. Track Installation VM30/31/36 Ceiling Fix |
| 17. VM00 2010 | Sheet 2. Track Installation VM30/31/36 Wall Fix |
| 18. VM00 2010 | Sheet 3. Track Installation VM50/51/56 Ceiling Fix |
| 19. VM00 2010 | Sheet 4. Track Installation VM50/51/56 Wall Fix |







2. Parametric dimensions refer to calculation sheet 5 to 40 of this drawing

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A	ECO 0610	DJM 5.11.96
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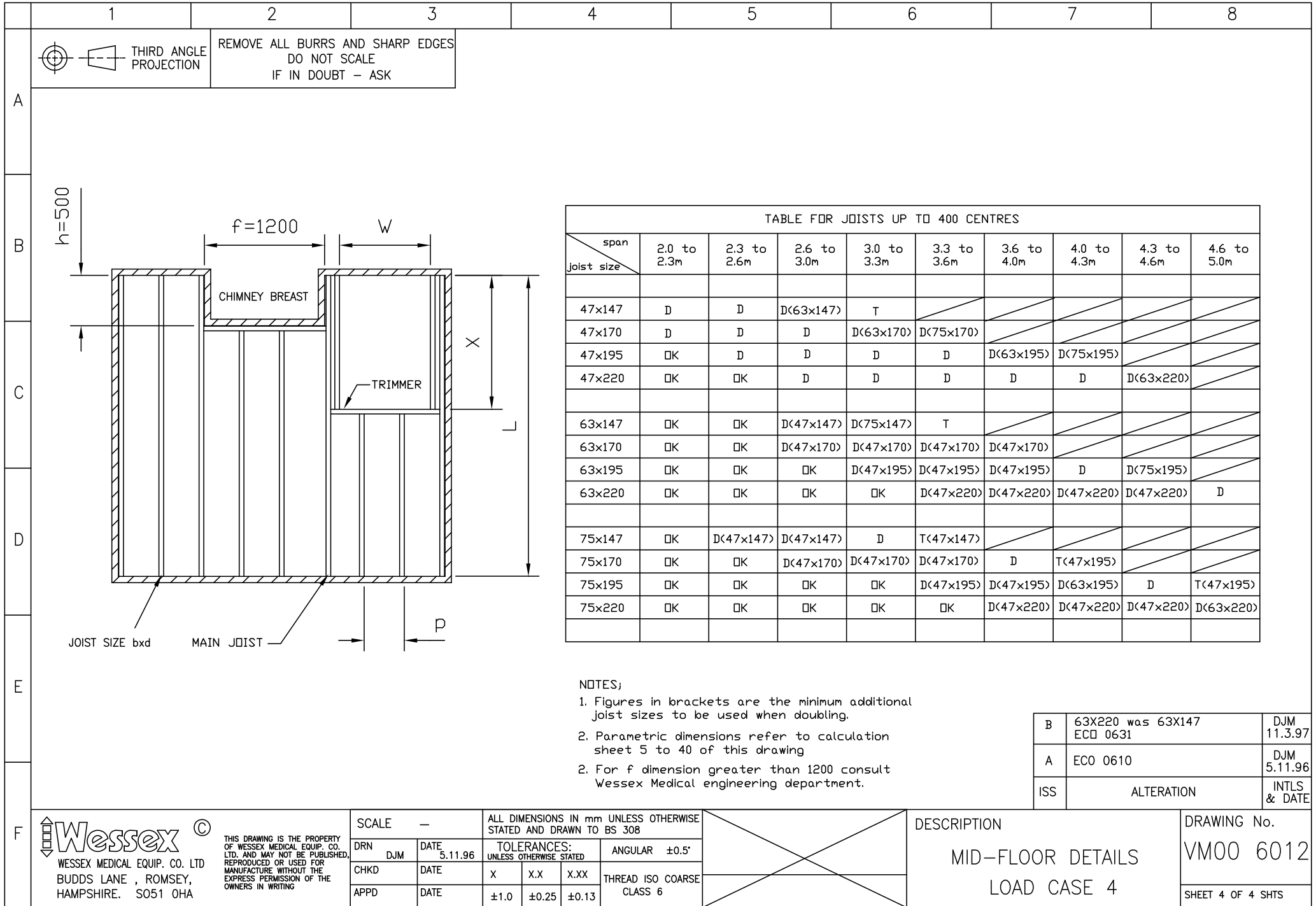
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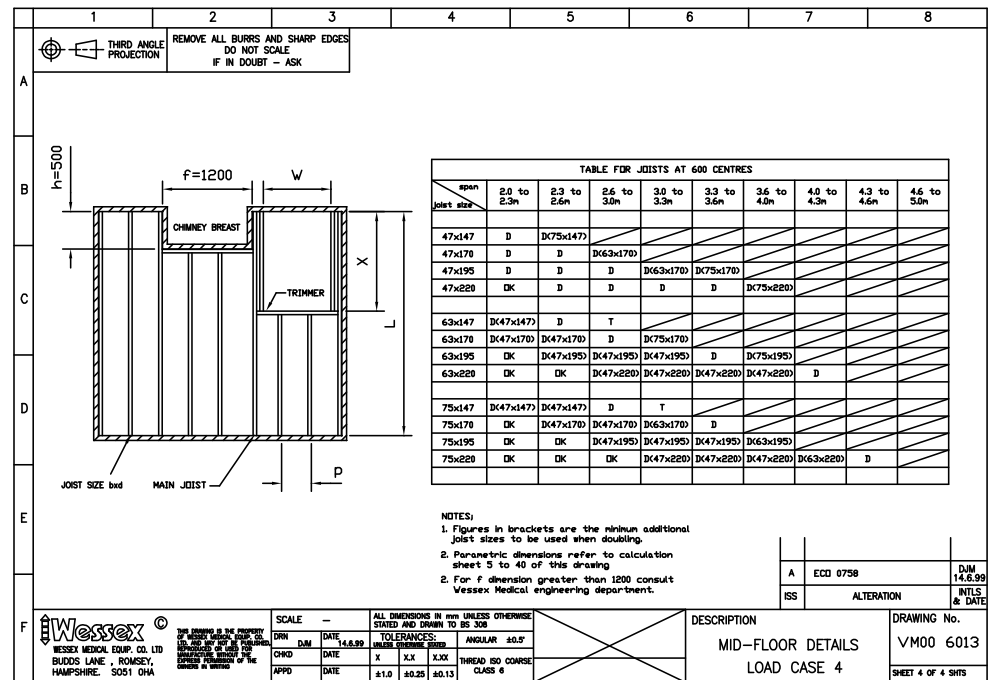
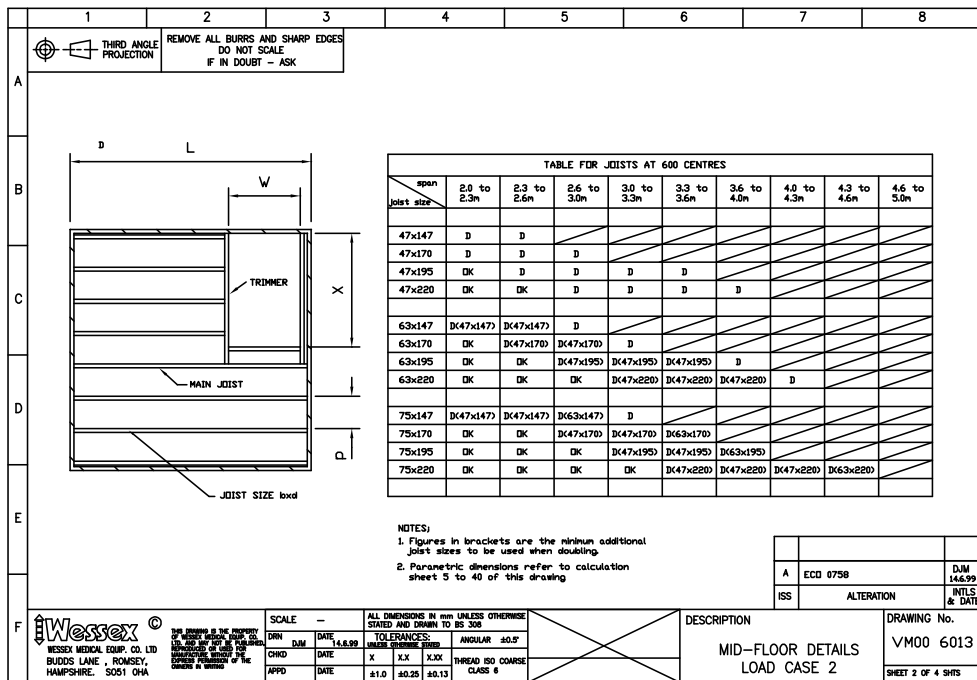
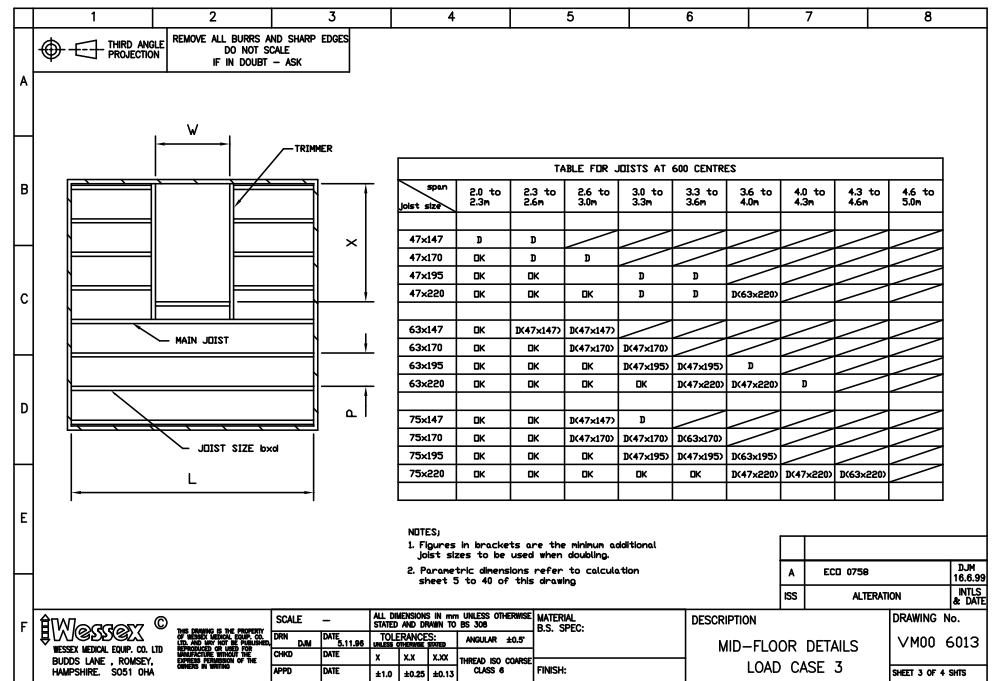
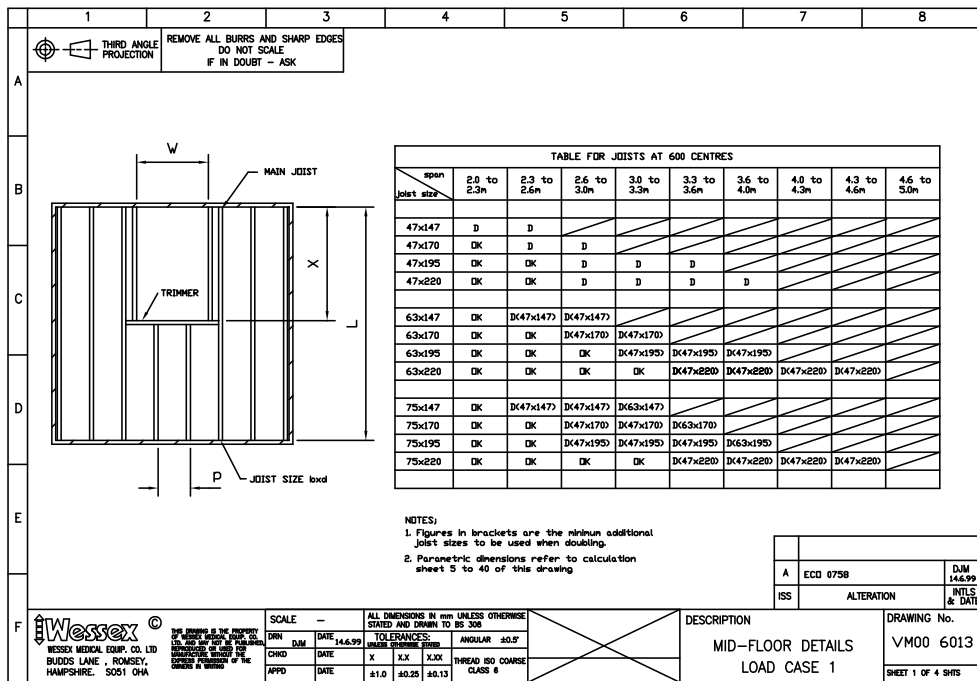
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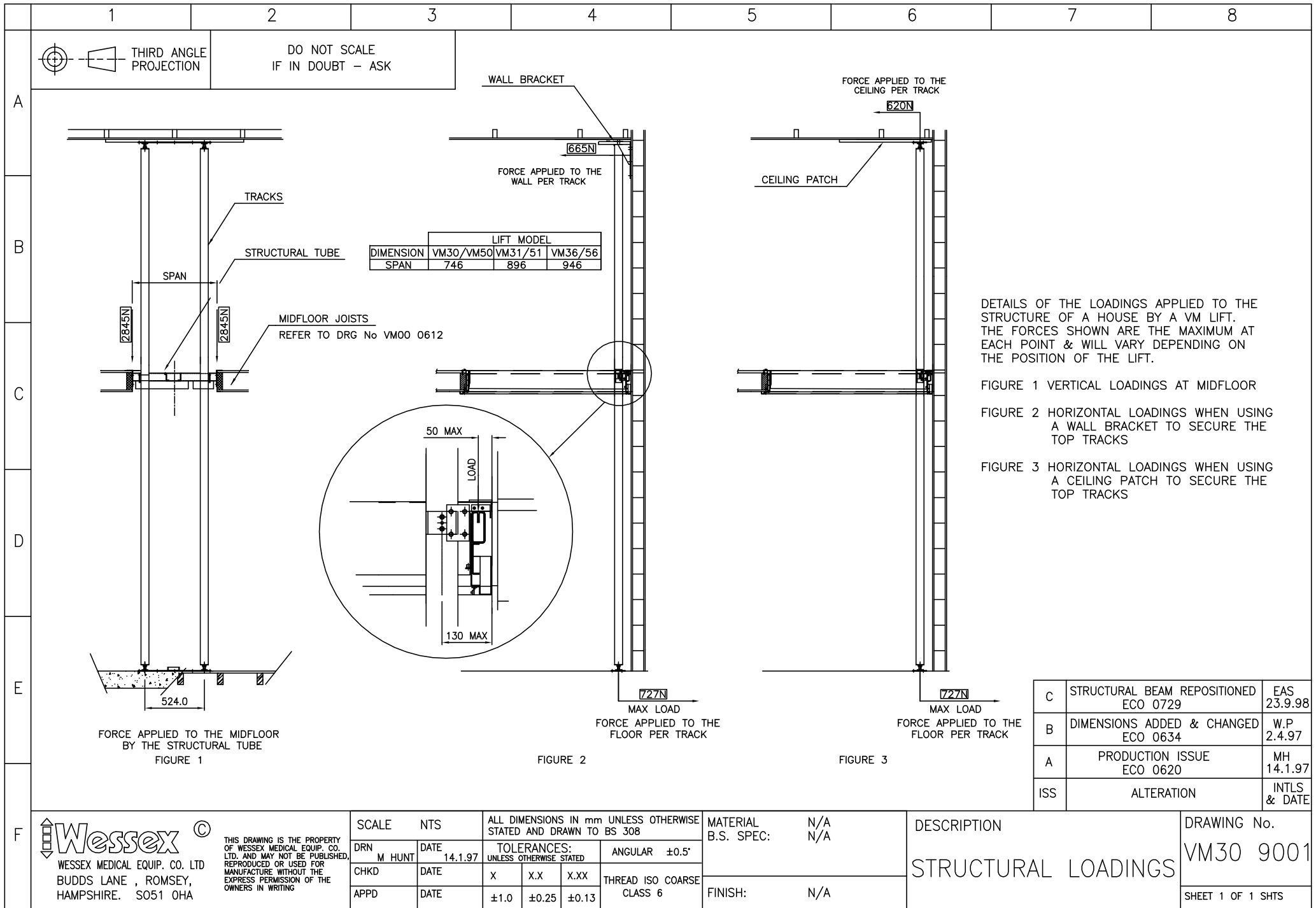
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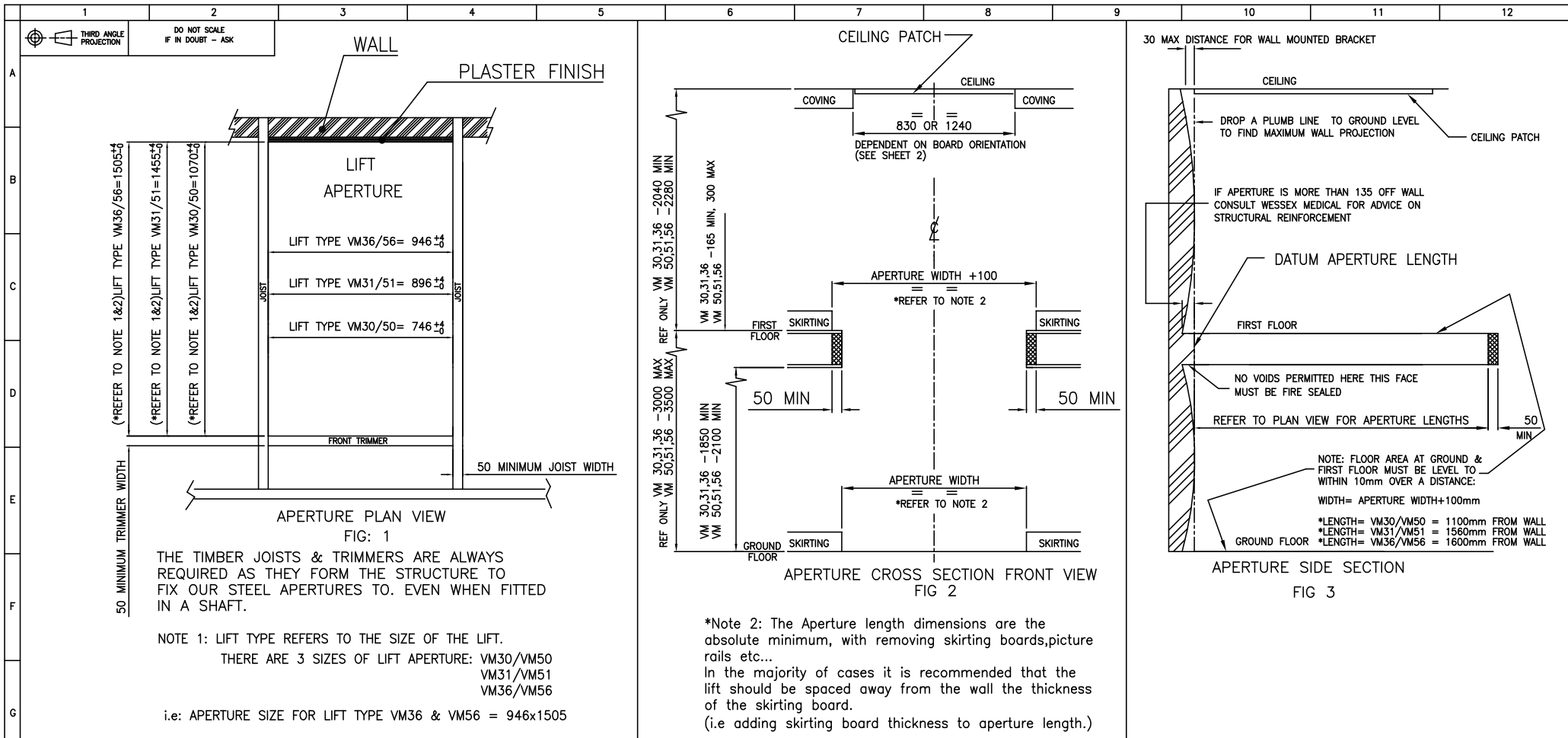
VM00 6012

SHEET 3 OF 4 SHTS









IMPORTANT: READ THESE NOTES BEFORE CUTTING APERTURE

ALL INSTALLATIONS (INC LIFTS WITHIN SHAFTS) MUST HAVE TIMBER TRIMMERS ON THREE SIDES AS INDICATED.THE TIMBER SURROUND SHOULD BE A MIN 50 WIDE AND INSET INTO A LOAD BEARING WALL AND FIXED TO JOISTS WITH HANGER BRACKETS
NOTE: REFER TO WESSEX MEDICAL DRAWINGS VM00 6012 & VM30 9001 TO CHECK THAT JOISTS/WALL ARE OF ADEQUATE STRENGTH TO SUPPORT VM LOADINGS

WHEN SETTING OUT ENSURE THAT ALL DIMENSIONS ARE TAKEN FROM THE FINISHED INTERIOR FACE INCLUDING AN ALLOWANCE FOR PLASTER,COVING,SKIRTING BOARDS AND DADO RAILS ETC
IF THE APERTURE IS MOVED 25mm OR MORE AWAY FROM THE WALL, (GIVING 100mm UPSTAIRS FROM THE BACK OF THE TRACKS TO THE WALL (150mm ALLOWABLE DOWNSTAIRS) THEN FALSE WALL ASSEMBLIES WILL BE REQUIRED.

ON COMPLETION OF WORKS THE APERTURE MUST BE LEFT IN A SAFE CONDITION IE, THE HOLE TO BE COVERED AND/OR A BARRIER AND WARNING NOTICE PROVIDED

REFER TO SHEET 2 of 2 FOR CEILING PATCH DETAILS
REFER TO DRG No VM30 9006 FOR ELECTRICAL REQUIREMENTS AND CABLE ROUTING
REFER TO DRG No VM30 9001 FOR STRUCTURAL LOADING DETAILS

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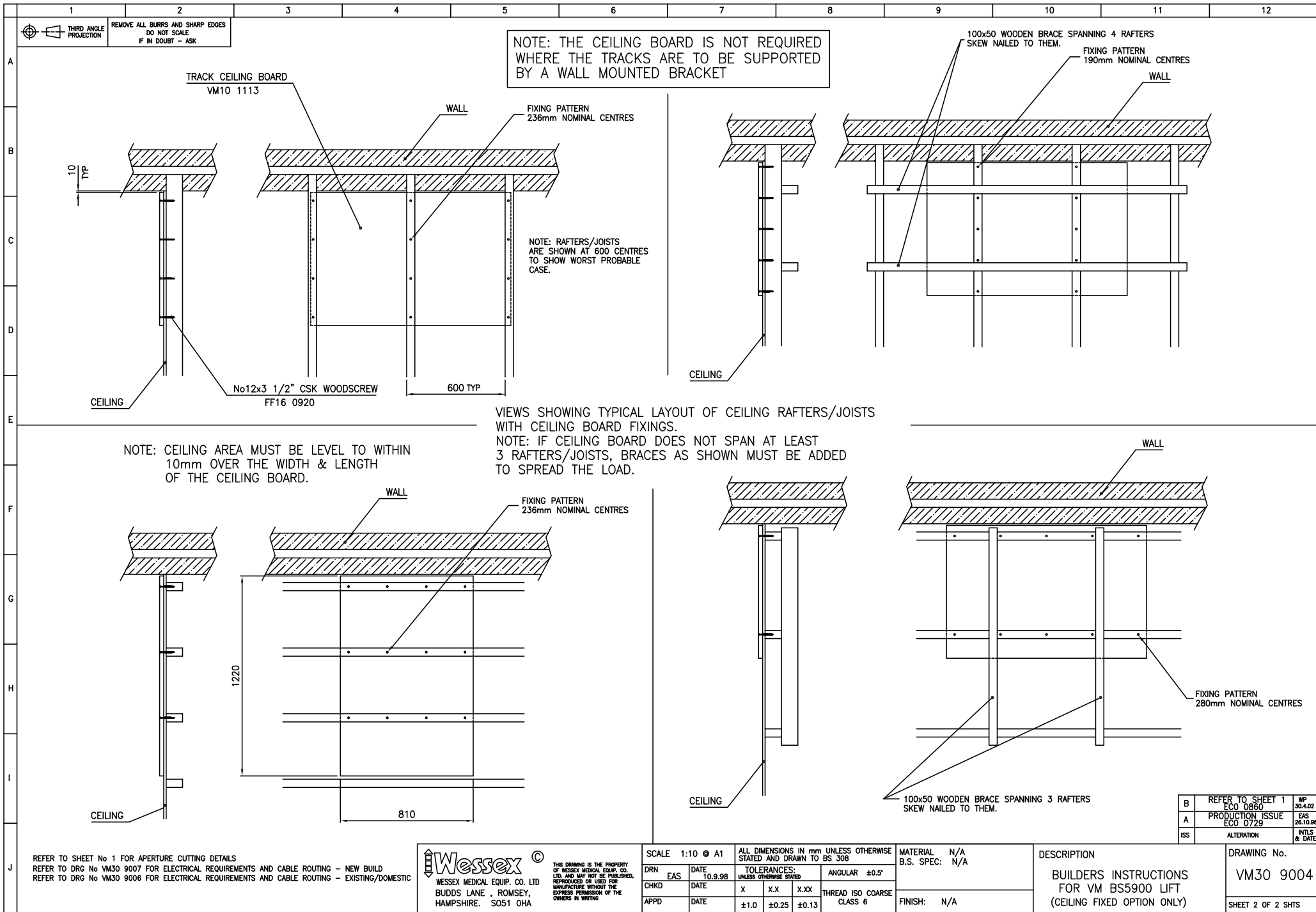
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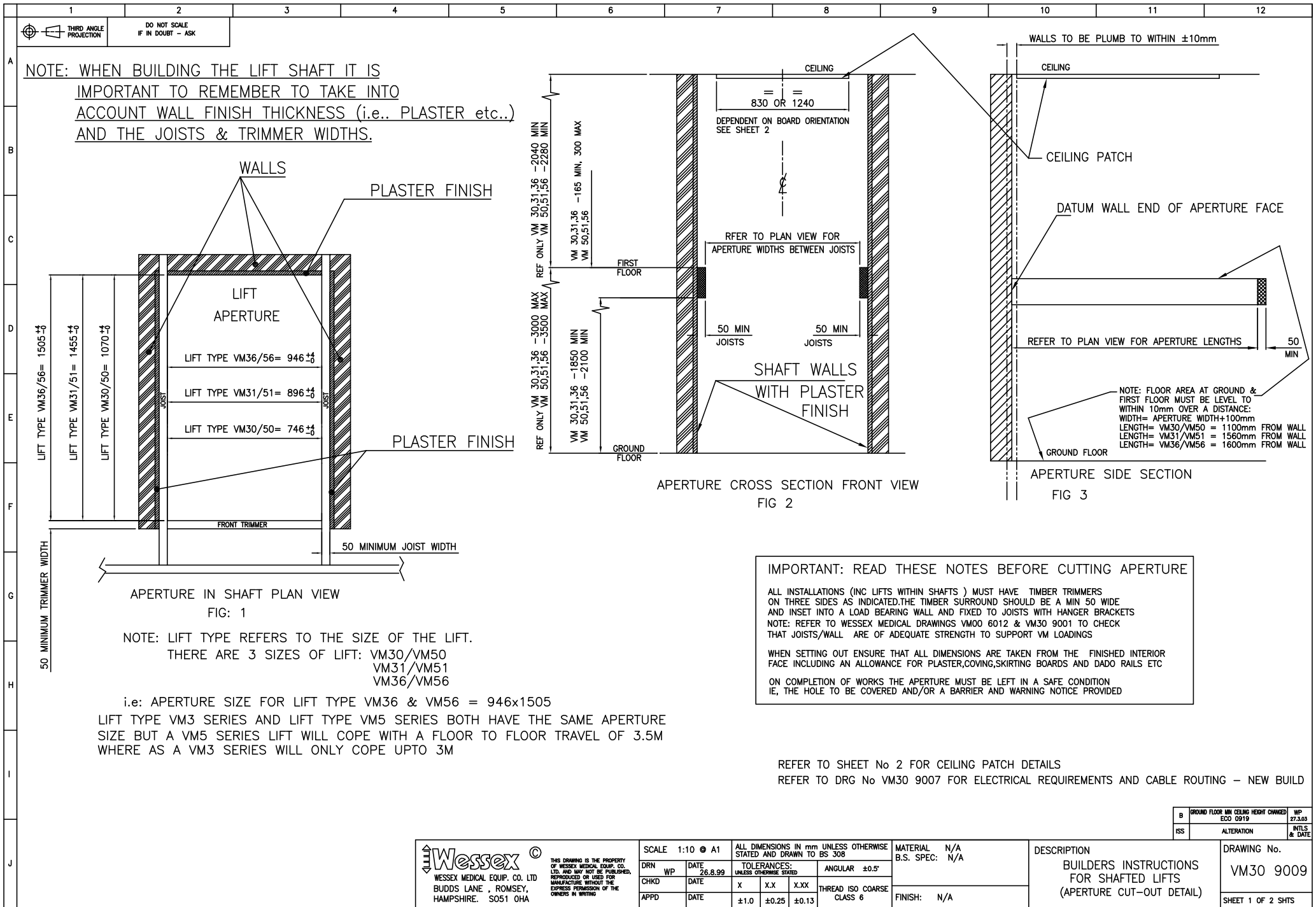
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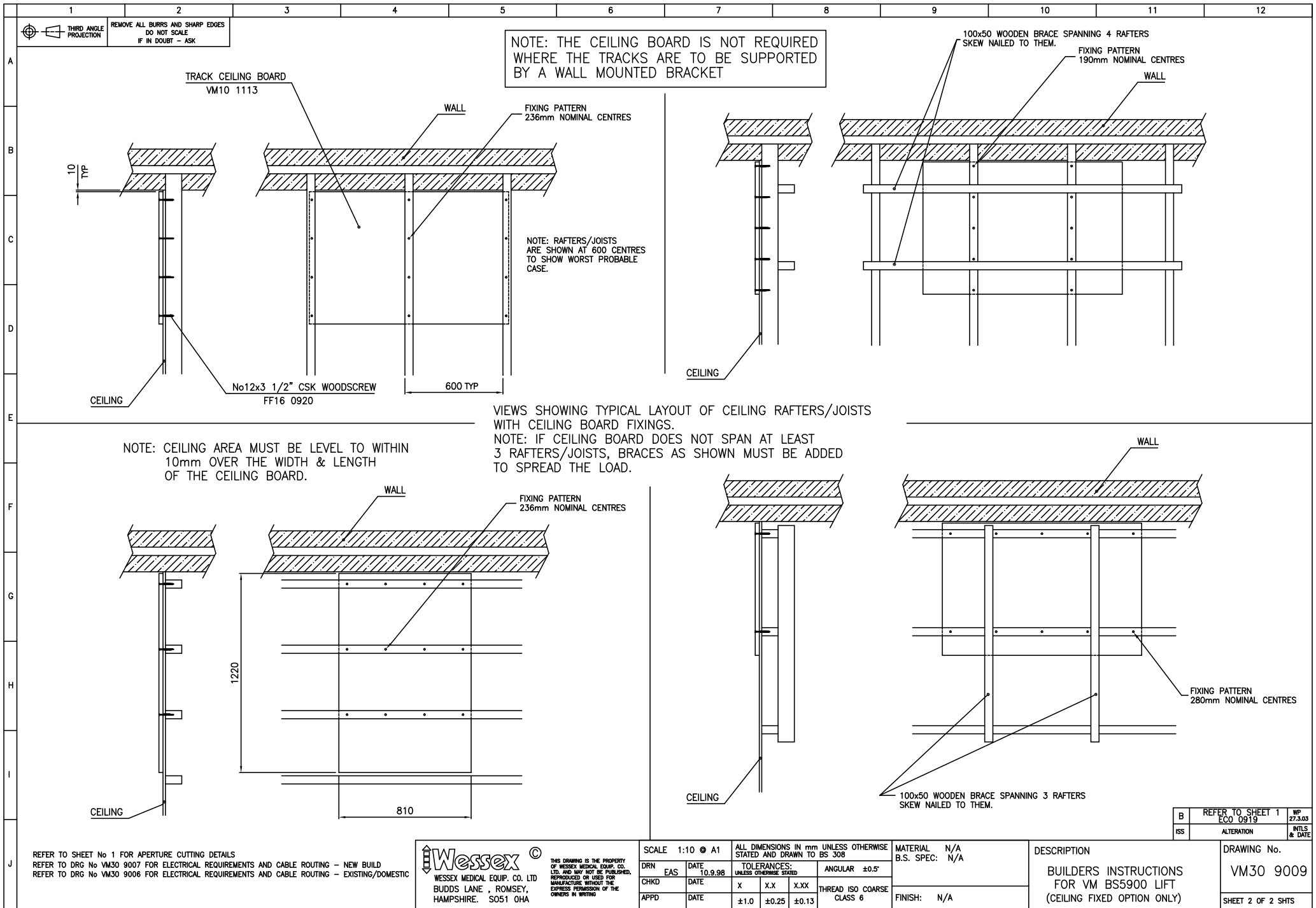
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FOR VM BS5900 LIFTS
(APERTURE CUT-OUT DETAIL)

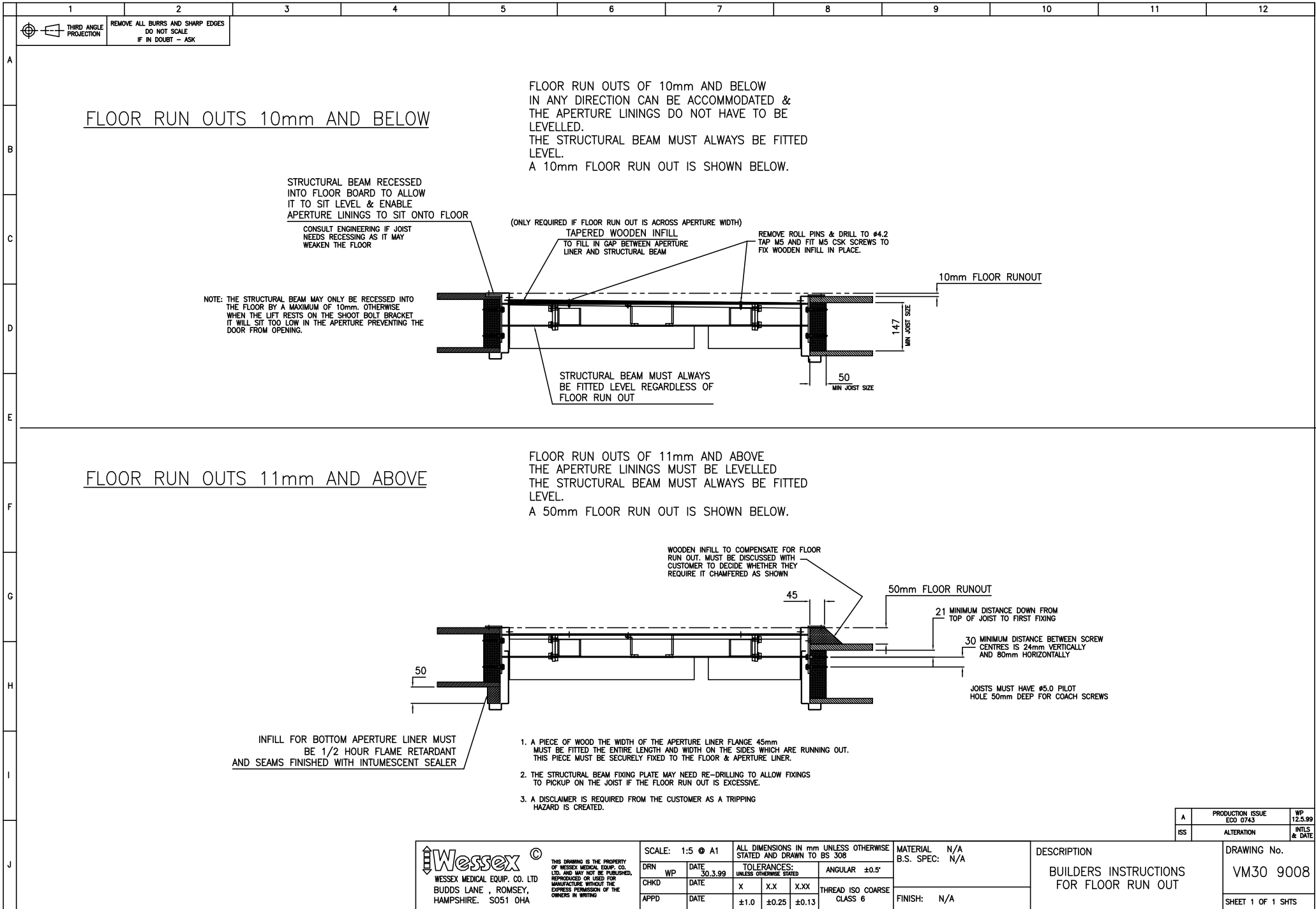
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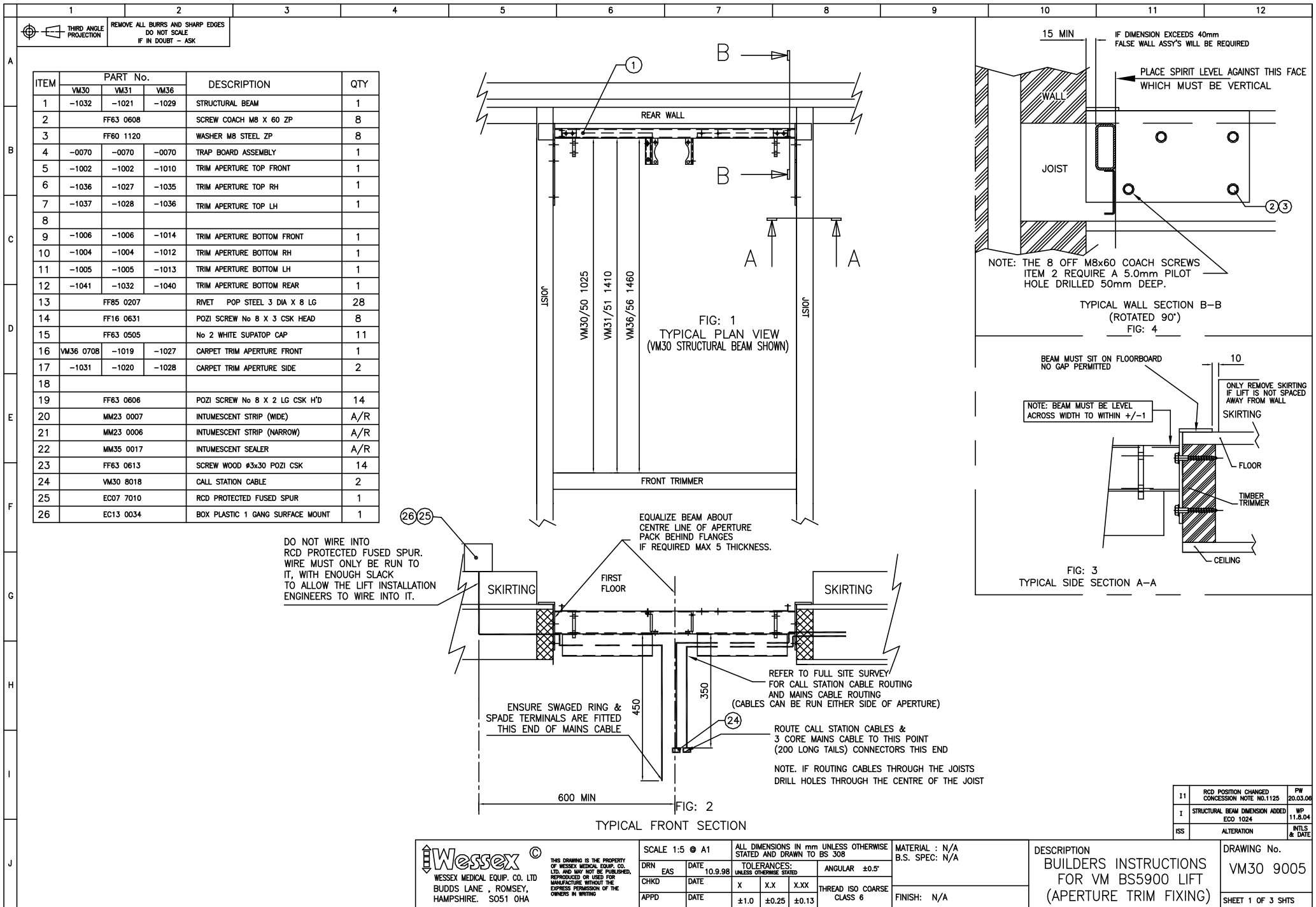
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VM30 9004
SHEET 1 OF 2 SHTS

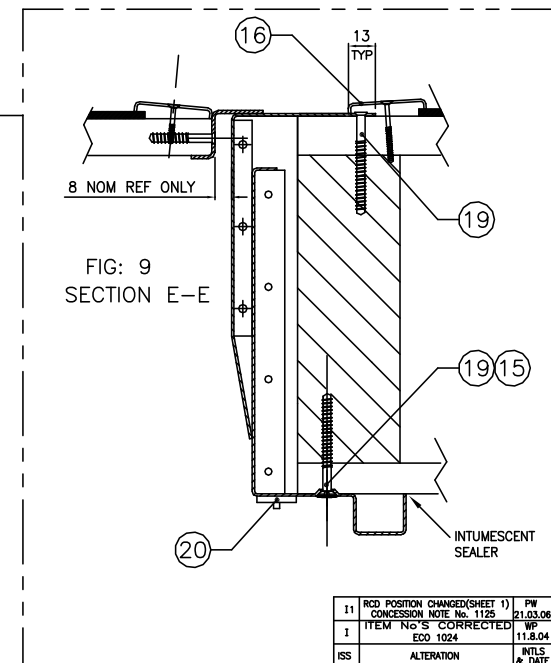
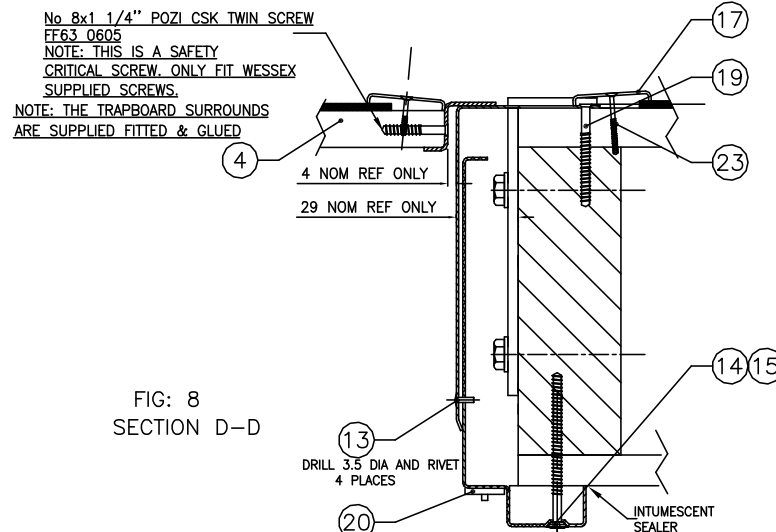
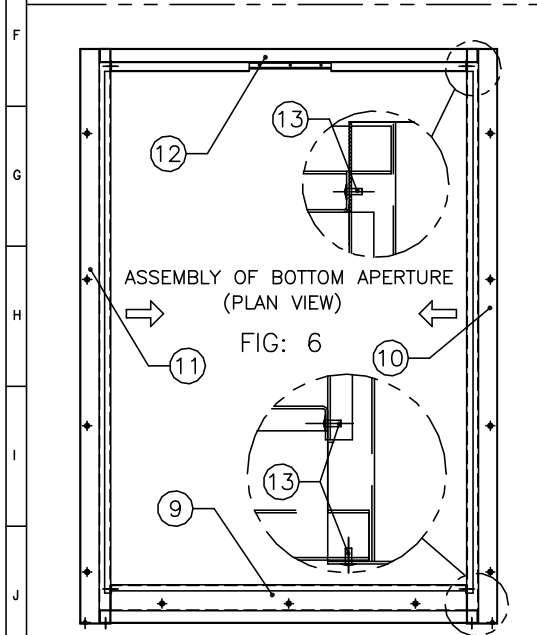







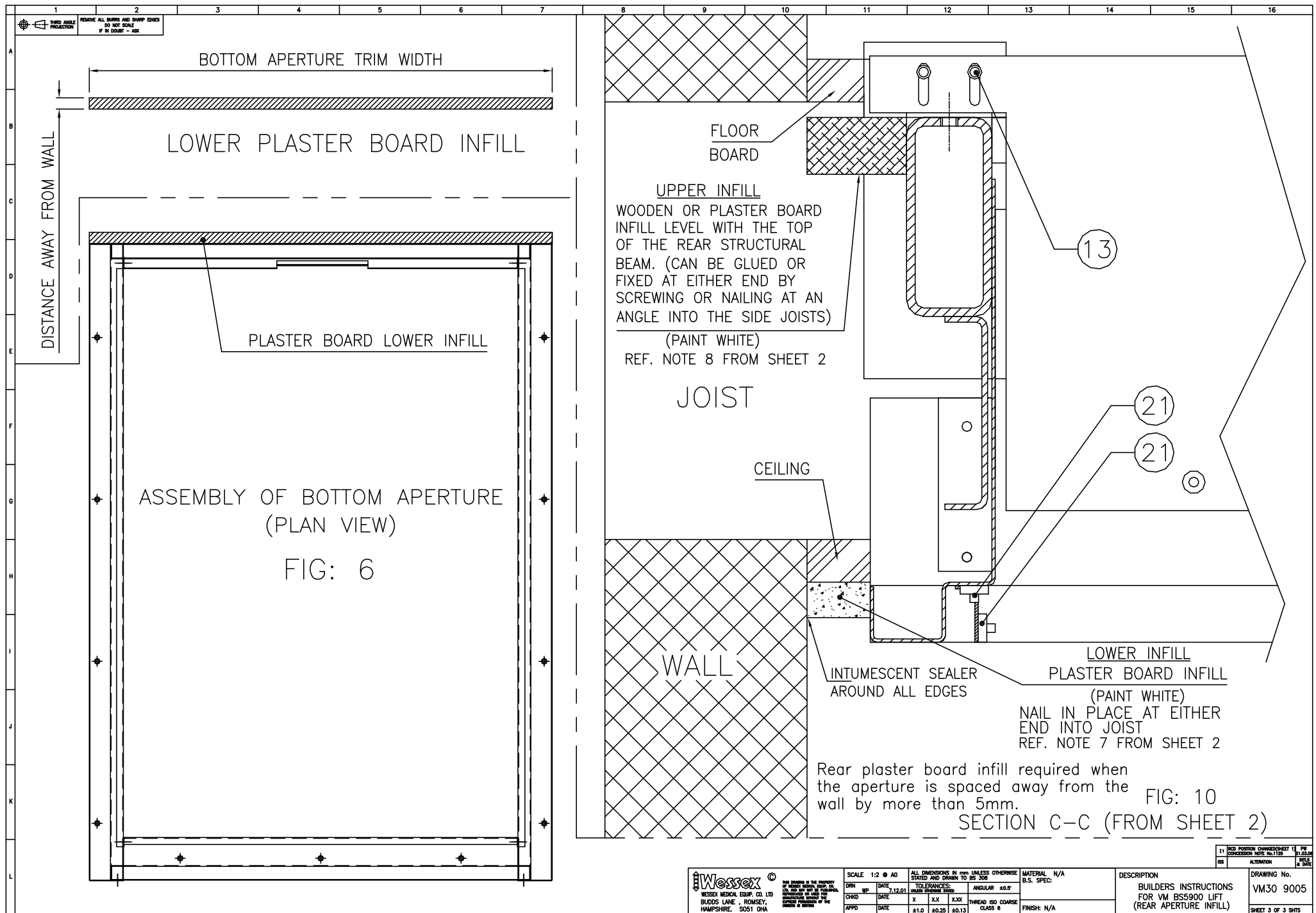


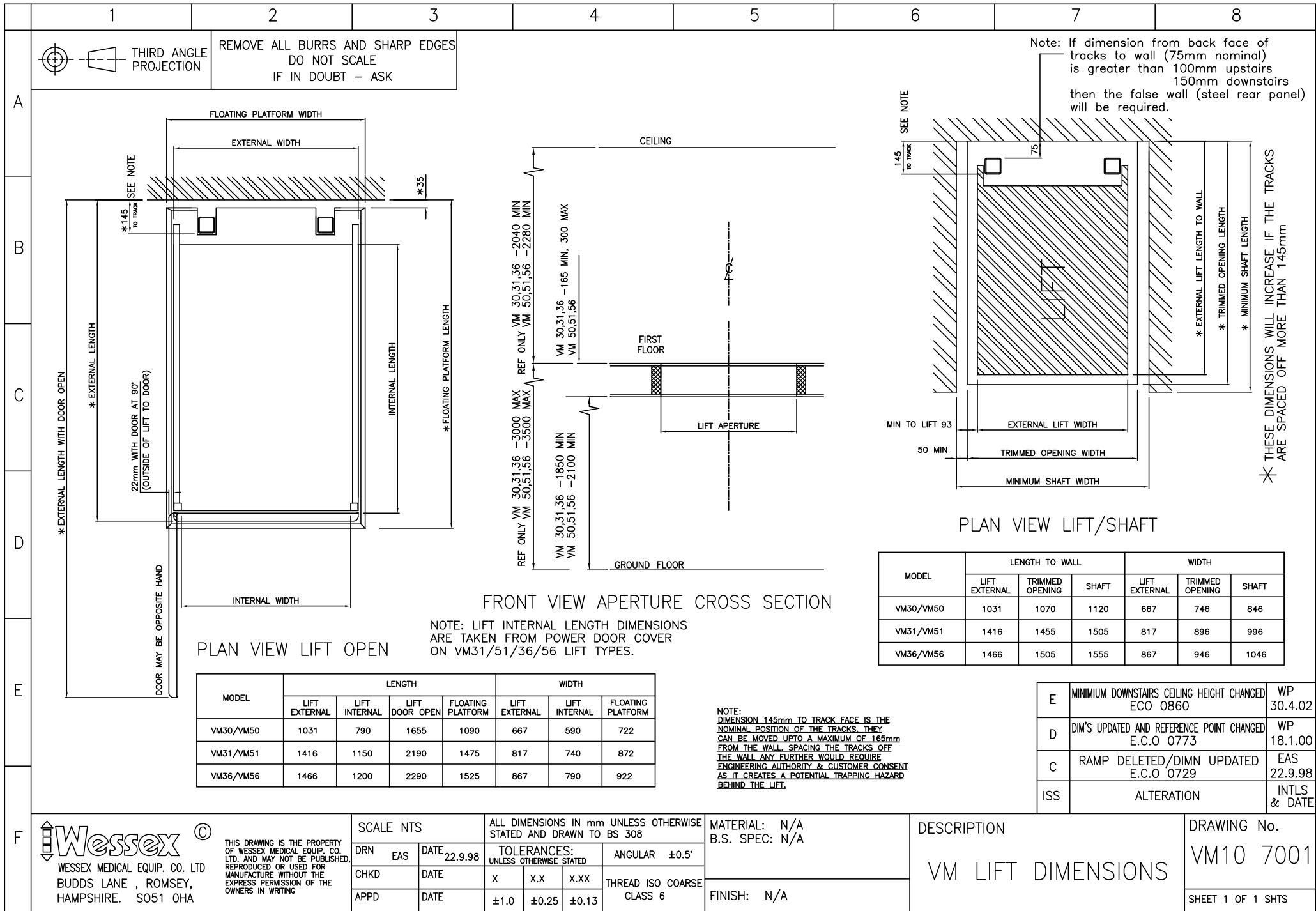


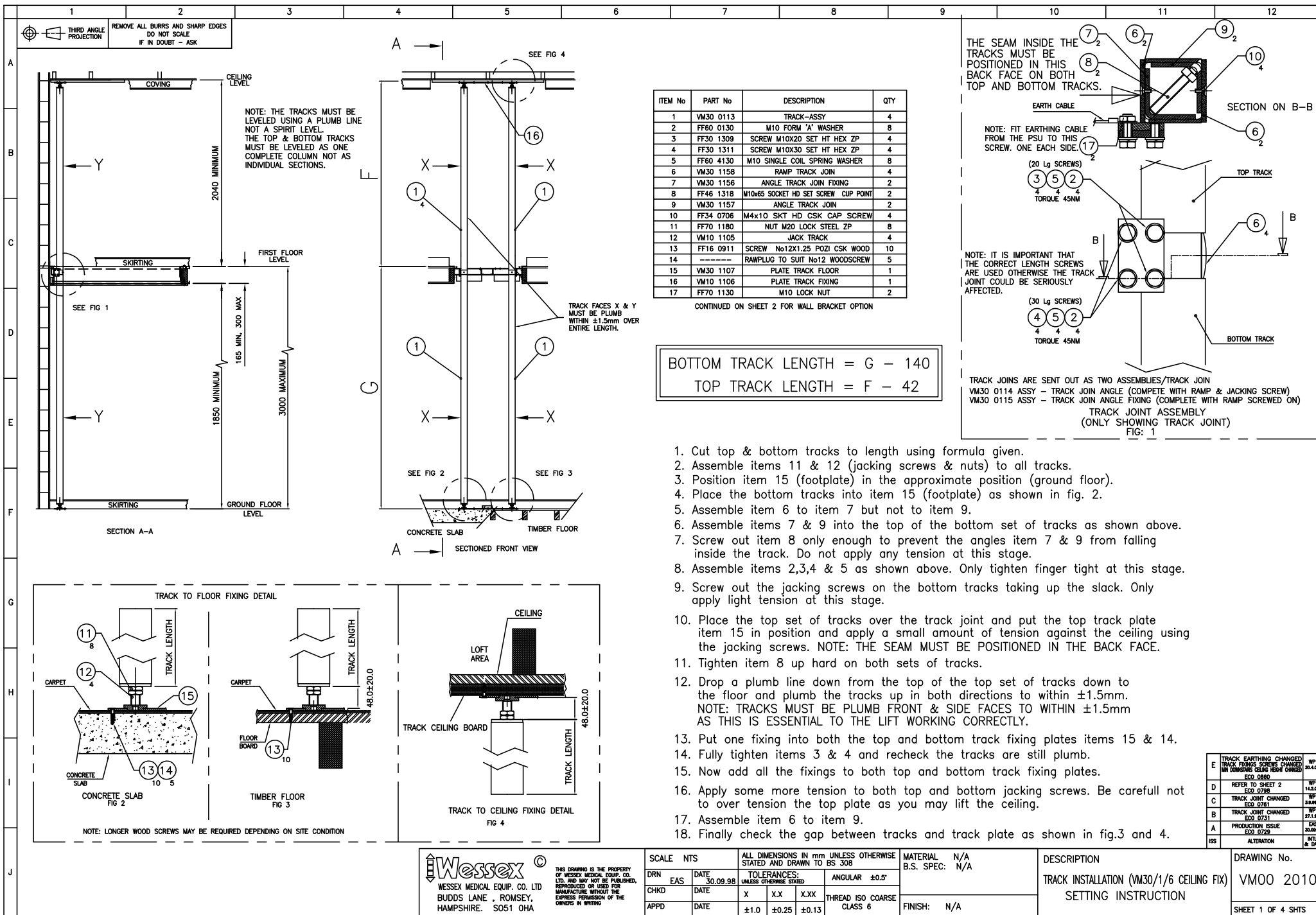


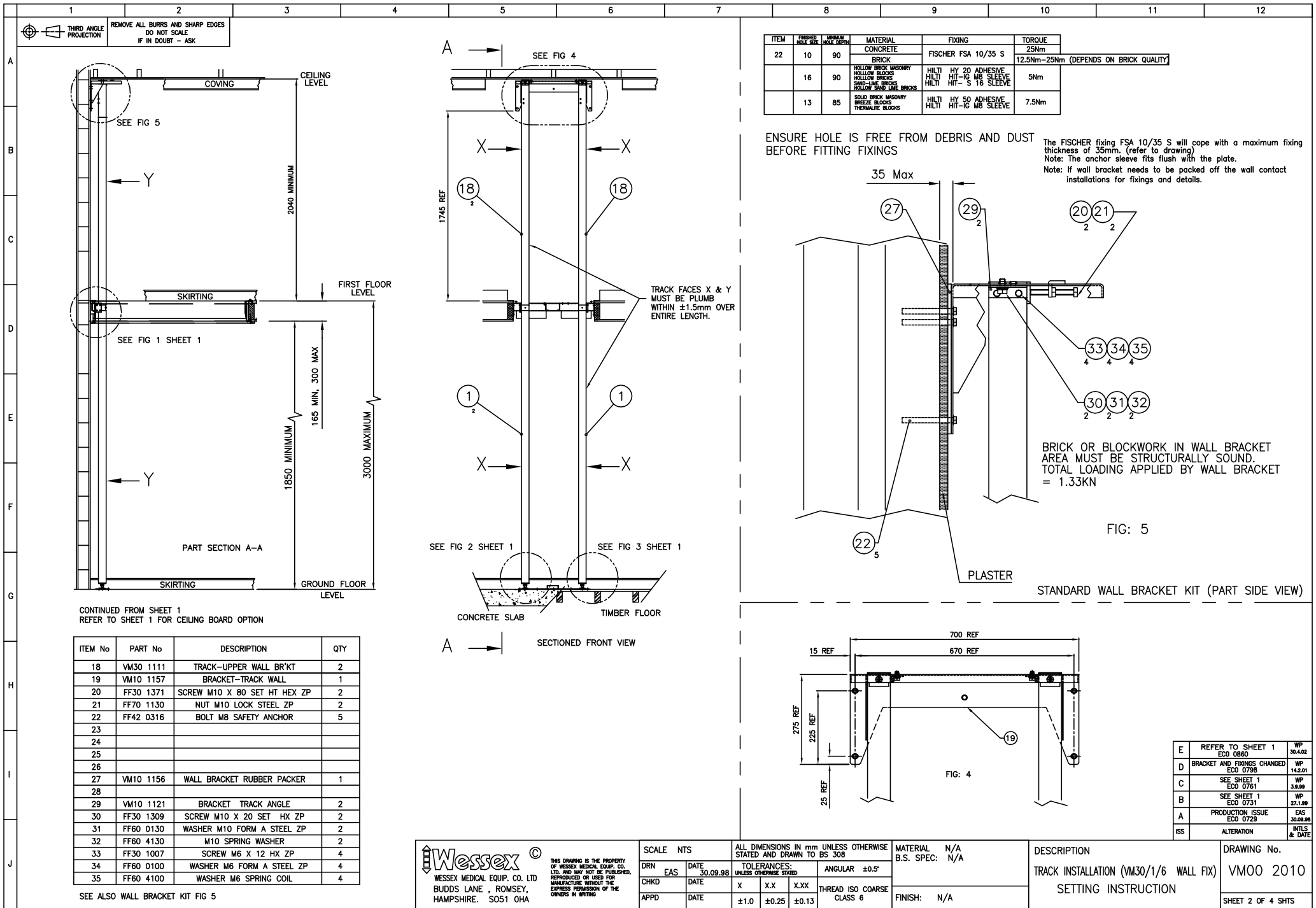
1. RIVET TOGETHER TOP & BOTTOM TRIM SECTIONS AS SHOWN BY FIGS 5 & 6
 2. ON THE FIRST FLOOR LEVEL LOCATE TOP TRIM ASSEMBLY ONTO THE TOP OF THE BEAM. RIVET (4 off) TOP TRIM ASSY TO THE STRUCTURAL BEAM AS SHOWN IN FIG 10. CHECK THE ASSEMBLY FOR SQUARENESS BY MEASURING ACROSS THE DIAGONALS. REFER TO FIG 5. WHEN THEY BOTH MEASURE THE SAME FIX IT IN BOTH CORNERS.
 3. FROM THE GROUND FLOOR LEVEL SLIDE THE BOTTOM TRIM ASSEMBLY UP BETWEEN THE TOP TRIM AND THE APERTURE AND SCREWFIX TO THE CEILING. USE EXISTING PILOT HOLES TO DRILL THRO TOP TRIM SIDES AT 4 POSITIONS USING 3.5 DIA DRILL, AND FIT POP RIVETS TO PULL SECTIONS TOGETHER (SEE FIG 8)
 4. RETURN TO THE FIRST FLOOR LEVEL AND FIX REMAINING SCREWS TO THE TOP TRIM (SCREW THROUGH THE CARPET TRIM SECTIONS SUPPLIED WHERE CARPET IS REQUIRED)
 5. NOTE: INTUMESCENT SEALER TO BE APPLIED TO ALL JOINING EDGES BETWEEN TRIMS AND TIMBER AND ANY GAPS BETWEEN METAL PARTS
 6. IF THE GAP BEHIND THE REAR FACE OF THE BOTTOM APERTURE TO THE WALL EXCEEDS 5mm BECAUSE THE APERTURE IS SPACED OFF THE WALL THEN A 1/2 HOUR FIRE RESISTANT INFILL (e.g. PLASTER BOARD) MUST BE FITTED. UNDER NO CIRCUMSTANCES MUST A GAP BE LEFT BEHIND THE APERTURE LINING.
 7. THE GAP BEHIND THE REAR FACE OF THE TOP APERTURE TO THE WALL MUST BE FILLED USING A WOODEN INFILL.
- REFER TO SHEET No 1 FOR BEAM FIXING DETAIL

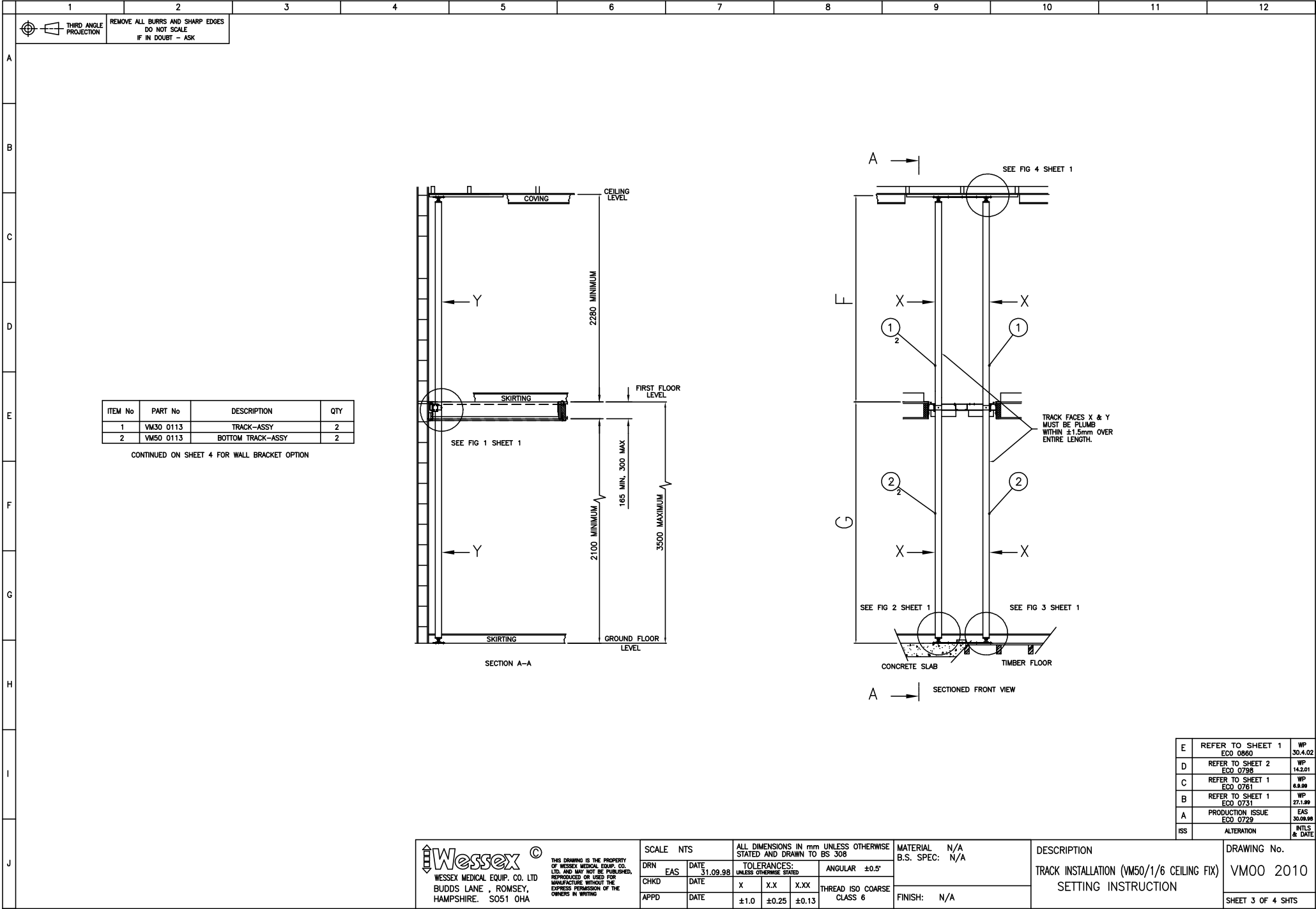
<div></div> <div>WESSEX MEDICAL EQUIP. CO. LTD BUDDS LANE , ROMSEY, HAMPSHIRE. SO51 0HA</div>	SCALE 1:5 @ A1		ALL DIMENSIONS IN mm UNLESS OTHERWISE STATED AND DRAWN TO BS 308			MATERIAL : N/A B.S. SPEC: N/A		DESCRIPTION BUILDERS INSTRUCTIONS FOR VM BS5900 LIFT (APERTURE TRIM FIXING)		DRAWING No. VM30 9005	
	DRN	EAS	DATE	TOLERANCES: UNLESS OTHERWISE STATED			ANGULAR				
	CHKD		DATE	X	X.X	X.XX	THREAD ISO COARSE CLASS 6				
	APPD		DATE	±1.0	±0.25	±0.13	FINISH: N/A				
	10.9.98										
<div>THIS DRAWING IS THE PROPERTY OF WESSEX MEDICAL EQUIP. CO. LTD. AND MAY NOT BE PUBLISHED, REPRODUCED OR USED FOR MANUFACTURE WITHOUT THE EXPRESS PERMISSION OF THE COMPANY IN WRITING</div>											

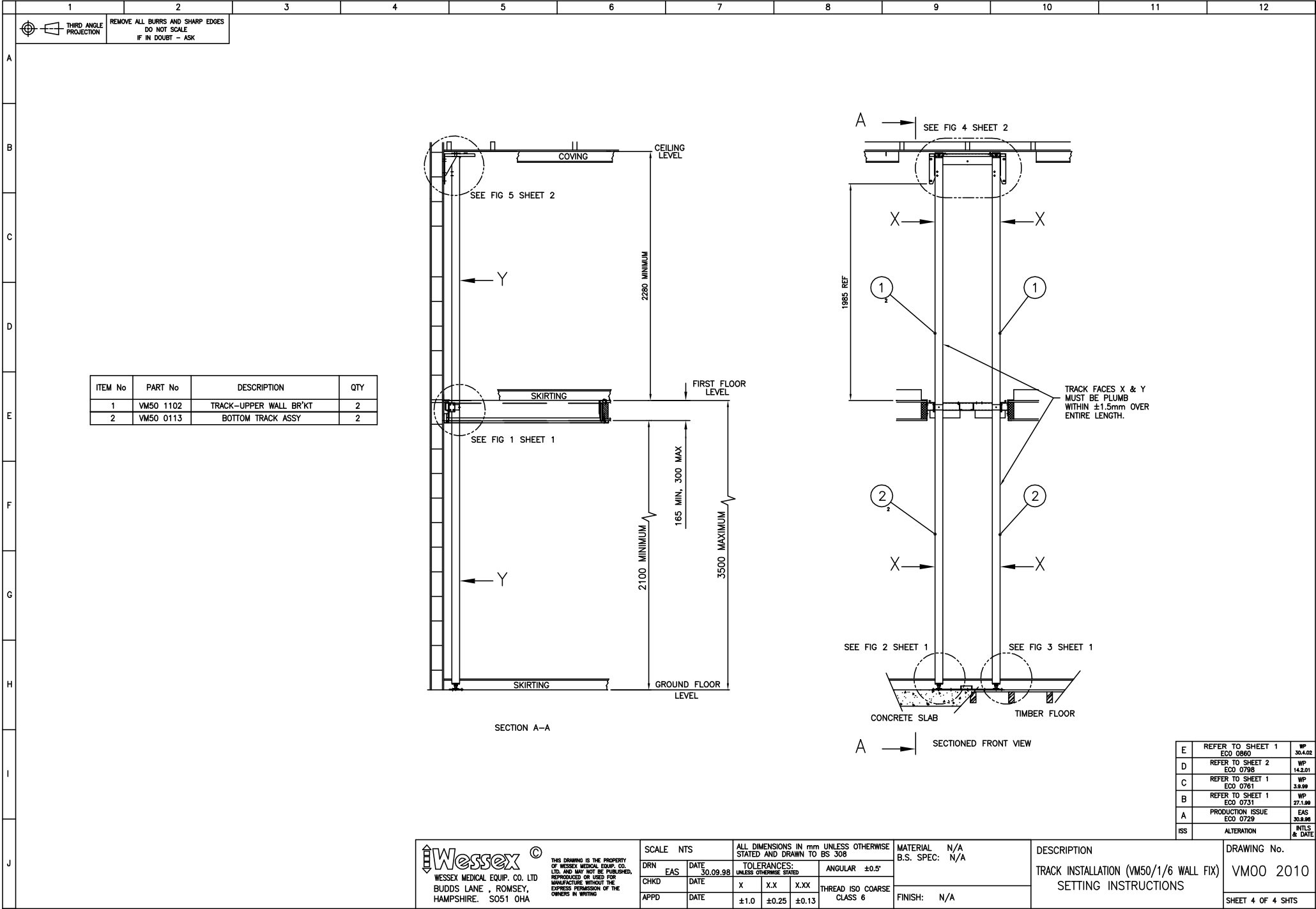












SECTION 4

ELECTRICAL DRAWINGS

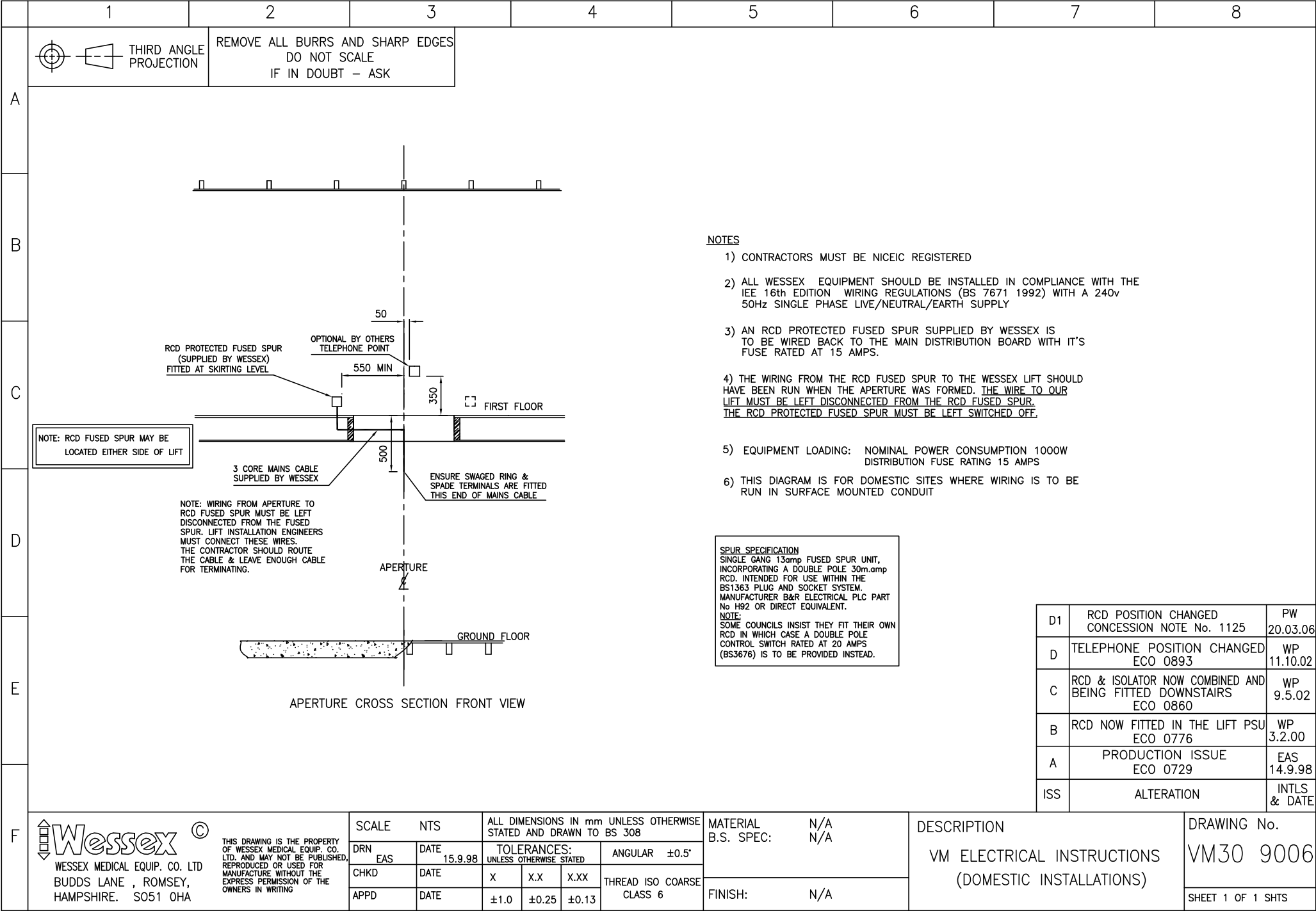
Electrical Drawings Contents

Product: VM Builders Manual
Document Ref: BW01 5200
Description: Electrical Drawings Contents

Compiled by: K.Farthing
Issue: 1
Date: 25 November 2004

[Return to contents](#)

1. [VM30 9006](#) Electrical Instructions Domestic Property
2. [VM30 9007](#) Electrical Instructions New Build
3. [VM30 8104](#) Smoke Alarm Wiring Diagram

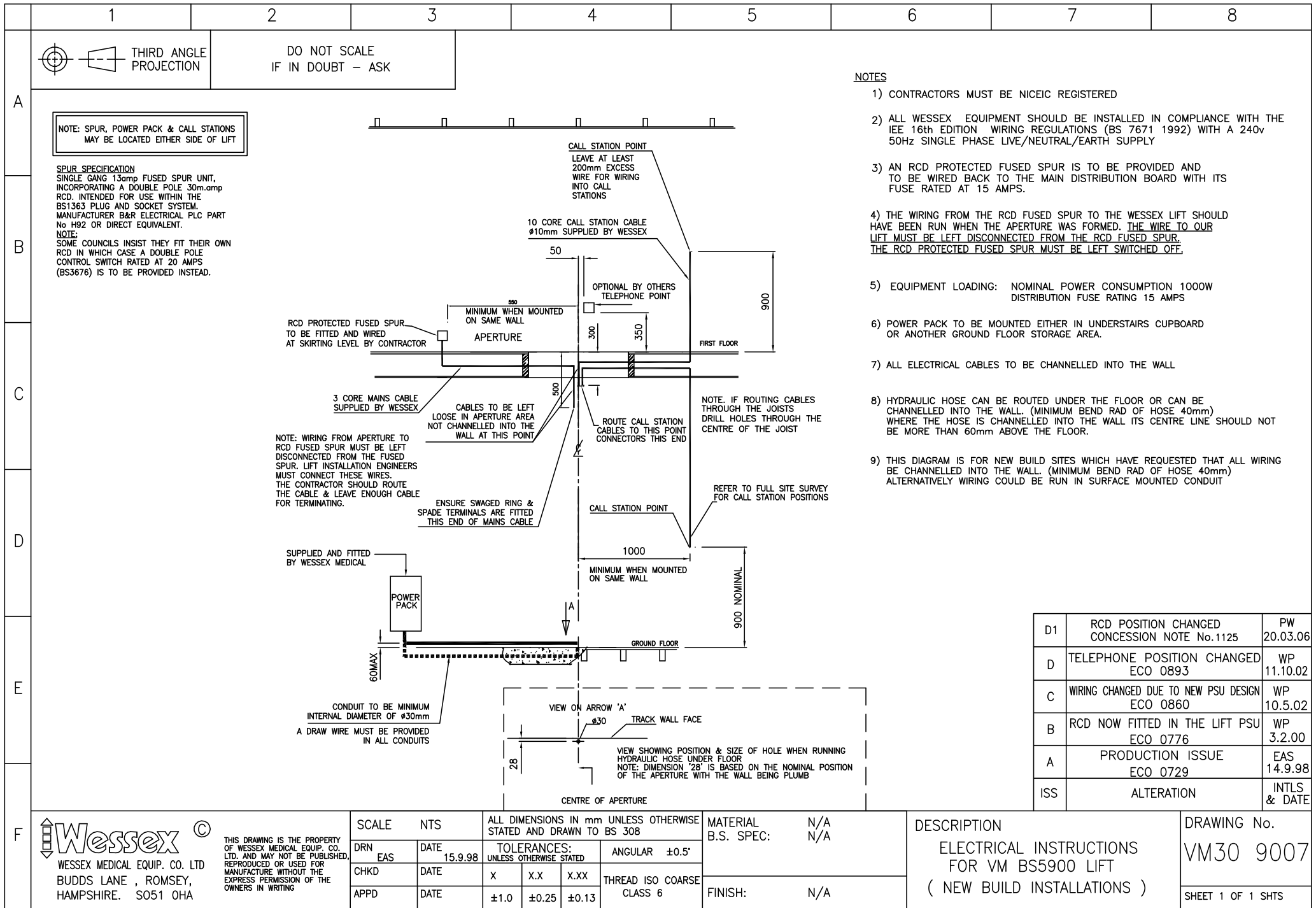


NOTES

- 1) CONTRACTORS MUST BE NICEIC REGISTERED
- 2) ALL WESSEX EQUIPMENT SHOULD BE INSTALLED IN COMPLIANCE WITH THE IEE 16th EDITION WIRING REGULATIONS (BS 7671 1992) WITH A 240v 50Hz SINGLE PHASE LIVE/NEUTRAL/EARTH SUPPLY
- 3) AN RCD PROTECTED FUSED SPUR SUPPLIED BY WESSEX IS TO BE WIRED BACK TO THE MAIN DISTRIBUTION BOARD WITH IT'S FUSE RATED AT 15 AMPS.
- 4) THE WIRING FROM THE RCD FUSED SPUR TO THE WESSEX LIFT SHOULD HAVE BEEN RUN WHEN THE APERTURE WAS FORMED. THE WIRE TO OUR LIFT MUST BE LEFT DISCONNECTED FROM THE RCD FUSED SPUR. THE RCD PROTECTED FUSED SPUR MUST BE LEFT SWITCHED OFF.
- 5) EQUIPMENT LOADING: NOMINAL POWER CONSUMPTION 1000W DISTRIBUTION FUSE RATING 15 AMPS
- 6) THIS DIAGRAM IS FOR DOMESTIC SITES WHERE WIRING IS TO BE RUN IN SURFACE MOUNTED CONDUIT

SPUR SPECIFICATION
SINGLE GANG 13amp FUSED SPUR UNIT, INCORPORATING A DOUBLE POLE 30m.amp RCD. INTENDED FOR USE WITHIN THE BS1363 PLUG AND SOCKET SYSTEM. MANUFACTURER B&R ELECTRICAL PLC PART No H92 OR DIRECT EQUIVALENT.
NOTE:
SOME COUNCIL'S INSIST THEY FIT THEIR OWN RCD IN WHICH CASE A DOUBLE POLE CONTROL SWITCH RATED AT 20 AMPS (BS3676) IS TO BE PROVIDED INSTEAD.

D1	RCD POSITION CHANGED CONCESSION NOTE No. 1125	PW 20.03.06
D	TELEPHONE POSITION CHANGED ECO 0893	WP 11.10.02
C	RCD & ISOLATOR NOW COMBINED AND BEING FITTED DOWNSTAIRS ECO 0860	WP 9.5.02
B	RCD NOW FITTED IN THE LIFT PSU ECO 0776	WP 3.2.00
A	PRODUCTION ISSUE ECO 0729	EAS 14.9.98
ISS	ALTERATION	INTLS & DATE

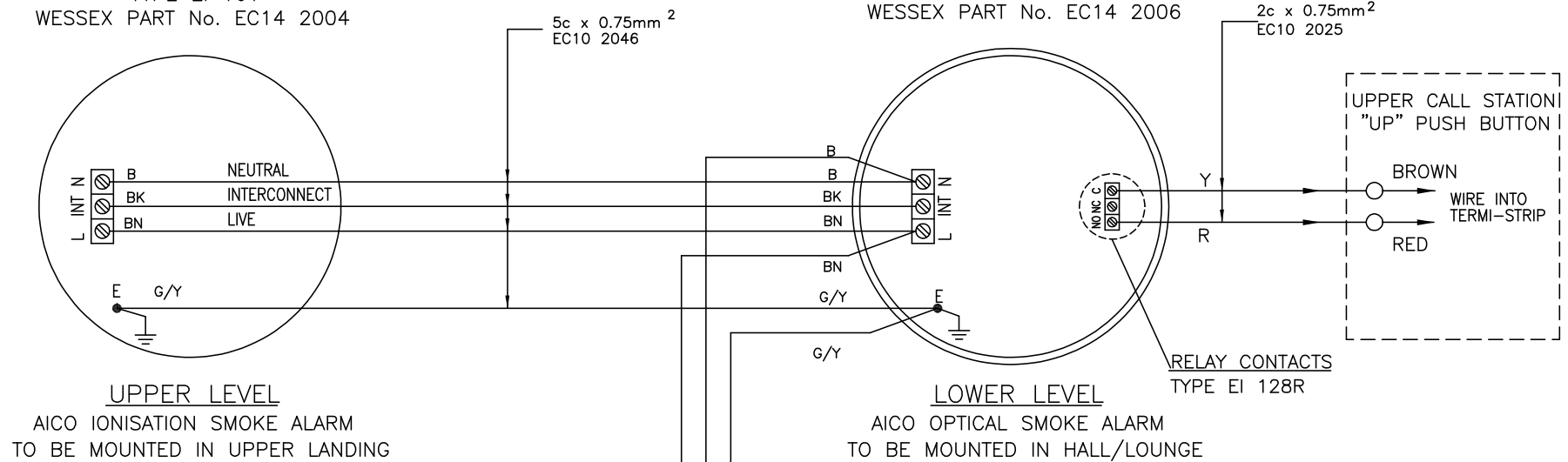


NOTE: UPPER LEVEL MUST BE FITTED WITH AN
IONISATION SMOKE ALARM
NOTE: LOWER LEVEL MUST BE FITTED WITH AN
OPTICAL SMOKE ALARM

UPPER LEVEL
AICO IONISATION SMOKE ALARM
SERIES 160 MAINS POWERED
TYPE EI 161
WESSEX PART No. EC14 2004

LOWER LEVEL
AICO OPTICAL SMOKE ALARM
SERIES 160 MAINS POWERED
TYPE EI 166
WESSEX PART No. EC14 2005

COMBINED RELAY BASE
TYPE EI 128R
WESSEX PART No. EC14 2006



NOTE:
SUPPLY FED FROM OUTPUT
OF 20A DOUBLE POLE CONTROL
SWITCH (EXISTING LIFT SUPPLY)

240V
SP+N
50Hz

L BN
N B
E G/Y

Wessex ©
WESSEX MEDICAL EQUIP. CO. LTD
BUDDS LANE, ROMSEY,
HAMPSHIRE. SO51 0HA

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OF WESSEX MEDICAL EQUIP. CO.
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MANUFACTURE WITHOUT THE
EXPRESS PERMISSION OF THE
OWNERS IN WRITING

DRN	J.W	DATE	21.10.98
CHKD		DATE	
APPD		DATE	

N.T.S

DESCRIPTION
SMOKE ALARMS
WIRING DIAGRAM

A	PRODUCTION ISSUE	JW
	ECO 0855	26.2.02
ISS	ALTERATION	INTLS & DATE
DRAWING No.		VM30 8104
SHEET 1 OF 1 SHTS		

SECTION 5

FULL SITE SURVEY REPORT

Site Survey Request

Clients Name:

.....

ICO Reference:

.....

Date Issued:

..... / /

Issued to:

.....

Completion required by:

..... / /

Visit Date / /

This report refers to Quote System No. _____ ICO No. _____

LIFT POSITION AND SPECIFICATION

- | | | | | |
|-----|---|-----------------------------------|--|--|
| 1.1 | Are there any obstructions to | a) lift travel ? | | |
| | | b) operation of door/ramp ? | | |
| 1.2 | Is the handing of the lift door and controls incorrect? | | | |
| 1.3 | Are there any product problems concerning | a) ceiling heights ? | | |
| | | b) access ? | | |
| | | c) other ? | | |
| 1.4 | Are product options stated incorrect or incomplete? | | | |
| 1.5 | Are special requirements required or incorrectly stated ? | | | |

2.1	If wall is required for track bracket/s, are there any problems with loading wall or fixings ?			
2.2	Is ground floor unable to take track loads or fixings ?			
2.3	Is mid-floor thickness non-standard, requiring special consideration ?			
2.4	Is mid-floor structure non-standard, requiring special consideration ?			
2.5	Do mid-floor joists require doubling ? - (ref. VM00 6012 - case loads)			
2.6	Are there any obstacles to ceiling patch position ?			
2.7	Are there difficulties in accessing roof space ?			
2.8	Do either floors or back walls have any unacceptable run outs?			
2.9	Are there any access problems to area or site ?			

3.1	Are there any cables or pipes to be re-routed from the area of the aperture ?		
3.2	Are there any electrical, gas or water fixtures to be moved as a result of the lift siting ?		
3.3	Is an additional consumer unit required ?		
3.4	State make and type of existing consumer unit.		
3.5	Is there a key/coin meter ?		
3.6	Are there any additional requirements not stated ? i.e. - 2-way lighting, tel. skt required, etc.		
3.7	Does position of power point need to be non-standard ?		
3.8	If telephone or power point is to be provided is specification or position incorrect ?		
3.9	Any concerns about the standard or condition of any services ?		
3.10	If stated, are call station positions incorrect ?		
3.11	Does position of pump box need to be defined ? (if not already indicated by ASM)		
3.12	Are there any problems associated with the routing of the hose ?		
3.13	Are there any problems with the arrangement/fixing of the pump box ?		

4.1 Are there any special requirements for builders or installers (assess risks) ? ☐ ☐

Ref.
Signed _____ Date / /

Signed _____ Date / /

Signed _____ Date / /

Form 016 Iss 11 15/09/03

Vertical Lift Full Site Survey Report - continuation

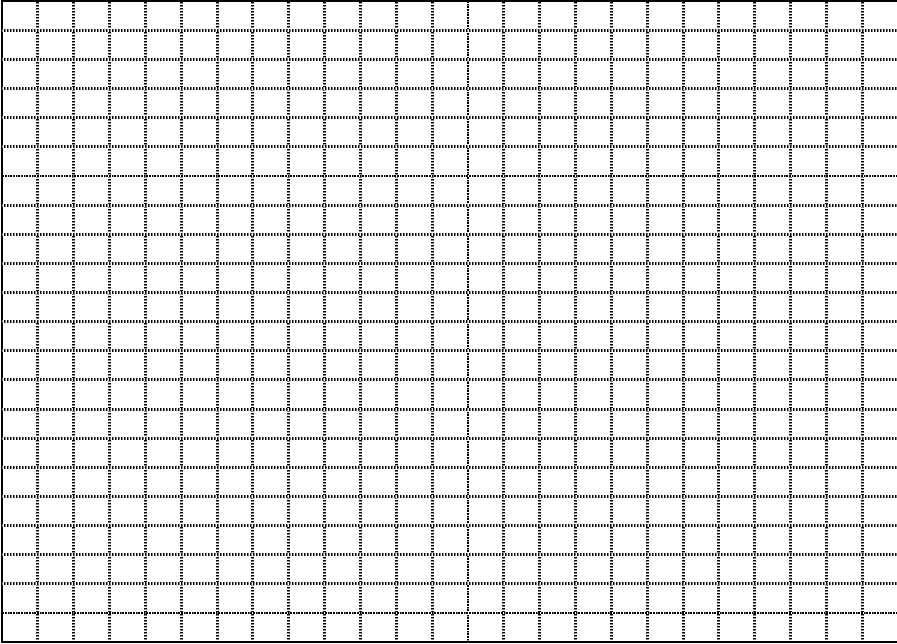
Quote System No.

ICO No.

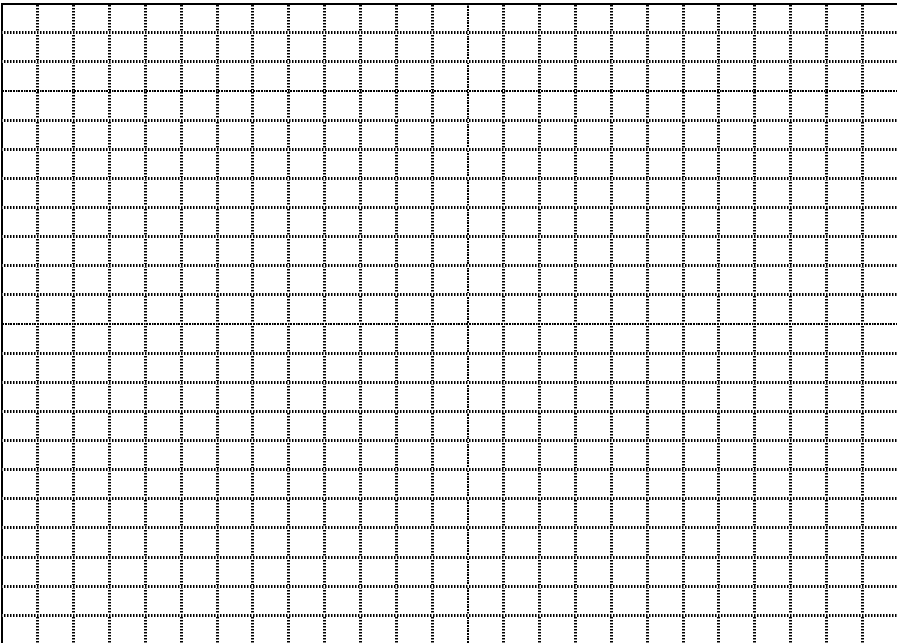
Site Plan - indicating lift position

Use this sheet to detail doors and windows, etc. if relevant to the installation. Indicate services, fixtures and fittings in the area of the lift stating area of relocation if known. Also indicate the location of the pump box and hose, PSU and call stations if applicable.

First Floor



Ground Floor



Site Dimensions

Complete the case detail that applies and strike through the remaining 3 that do not, for clarity. (All dimensions in mm)

<p>Mid Floor detail - case 1</p> <p>a = b =</p>	<p>Mid Floor detail - case 2</p> <p>a = b =</p>
<p>Mid Floor detail - case 3</p> <p>a = b =</p>	<p>Mid Floor detail - case 4</p> <p>a = c = b = d = e =</p>

Ground Floor Height =
First Floor Height =
Joist size = X

Mid Floor =
Lift Travel =
Inside edge of
aperture to flank wall =

COMMENTS - continued from from page

[illegible]

RISK ASSESSMENT RECORD

Enter **ONLY** M, H or VH as described in Risk Analysis table below

Activity	1 Building Work	2 Remove Old Equip	3 Install Tracks	4 Install Call Stations	5 Install Pump Units	6 Install Lift	7 Test & Comm	8 Other - Site conditions etc (please state)
Hazards								
A. Lifting								
B. Exposed Edges/Cuts								
C. Striking/Impact								
D. Crushing								
E. Machinery Caught In/On								
F. Crushing								
G. Electrocution								
H. COSHH/Welding								
I. Lighting/Environmental/Access								
J. Other (State)								

Risk Analysis Table

Fatal Injury	M	H	H	VH
Serious Injury	L	M	H	H
Minor Injury	L	M	M	H
Negligible	L	L	L	M
	Extremely Remote	Remote	Reasonably Remote	Probable

Risk Key

L - Acceptable
M - Investigate and where practical reduce risk
H - Action Must be taken to reduce the risk
VM Risk too high to continue. Work must stop

State persons at Risk & Activity ref: (Example: Public 2C, Wessex Builders 2C and 2B)

State existing preventive/protective measures as well as further action required.	
1	2
3	4
5	6
7	8
9	10
11	12
13	14
15	16
17	18
19	20
21	22
23	24
25	26
27	28
29	30
31	32
33	34
35	36
37	38
39	40
41	42
43	44
45	46
47	48
49	50
51	52
53	54
55	56
57	58
59	60
61	62
63	64
65	66
67	68
69	70
71	72
73	74
75	76
77	78
79	80
81	82
83	84
85	86
87	88
89	90
91	92
93	94
95	96
97	98
99	100

Guidance Notes

Product: VM Builders Manual
Document Ref: BW01 5220
Description: Guidance Notes

Compiled by: K.Farthing
Issue Number: 1
Date: 25 November 2004

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GUIDANCE NOTES TO ACCOMPANY THE VERTICAL LIFT FULL SITE SURVEY REPORT (FORM 16 ISS.11 15/09/03)

The layout of the form is-designed to allow a quick check by office staff after it has been completed. The form purposely highlights the non-conformance issues so that, by exception, these can be quickly picked up on and actioned. For this reason a ticked "no" box verifies that no problems are foreseen (please note that supporting proof dimensions etc. are not necessary). However, if a "yes" box is ticked investigation is required and supporting information is needed (in this case any recommendations submitted would be helpful). NB supplementary information **will** be ignored by the office unless a "yes" box is referenced. In most cases we expect to see the forms completed with a string of ticked "no" boxes, along with the site dimensions and other information required. A form completed accordingly can be quickly checked and processed for the manufacture of tracks etc.

To help in understanding the checks required, the following summary explanation for each reference item may be of help. If however anything is unclear please raise your concerns with Anne McCorriston or Technical Sales. Please note that some questions pre-suppose a level of product knowledge for which additional training may be required.

LIFT POSITION AND SPECIFICATION

1.1 *Are there any obstructions to:*

- **Lift travel?** Check that the travel of the lift will not foul things such as opening doors,cabinets,radiators,fires chimney breasts,furnitureand walls.
- **Operation of door?** Check that there is sufficient clearance at both levels for the door to open fully without hitting radiators,window sills,etc.

1.2 *Is the handing of the lift door and controls correct?*

- Check that the situation on site has not changed (room layouts etc) and that the selected configuration suits the client and the site layout.**No comment or commitment should be made to a user who may suggest a change.** Any change would need to be verified by the Area Sales Manager or Occupational Therapist. In such a case the "yes" box should be ticked and the details added to the "coments" section for investigation by office staff.

1.3 *Are there any product problems?*

- **Ceilings.** Check that the ceiling height is sufficient for the lift to be fitted and that the track fixing method is correct. (i.e – wall or ceiling patch)
- **Access.** Check that there is sufficient space for access in and out of the lift at both floor levels - a wheelchair may have been changed since the first site visit or a radiator,or fixed furniture, may have been positioned where it restricts access or egress.
- **Other.** Has the user's situation changed to where consideration of an alternative product or options should be considered – i.e greater weight of user and or wheelchair, seated product now needs to accommodate a wheelchair etc.

Guidance Notes

Product: VM Builders Manual
Document Ref: BW01 5220
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Compiled by: K.Farthing
Issue Number: 1
Date: 25 November 2004

1.4 *Are product options stated incorrect or incomplete?*

- Check the options requested are what the user believes she/he is getting. **Make no comment to the user** but report variances for investigation. Make recommendations on report of options that maybe should have been considered.

1.5 *Are special requirements required or incorrectly stated?*

- Check the special requirements in a similar way to 1.4 above

BUILDING CONSTRUCTION

2.1 *If a wall bracket is to be fitted, are there any problems with loading wall or fixings?*

- Check whether the wall is load bearing and can take the fixings specified or those usually used. Is the position of the fixings likely to cause a problem? - i.e too close to a final brick layer etc.

2.2 *Is the ground floor unable to take track loads or fixings?*

- Check that the floor is sound with no noticable deflection. Is there any reason to believe that the fixings in the floor plate will cause a problem.

2.3 *Is the mid-floor thickness non-standard, requiring special consideration?*

- Check whether the dimensional thickness of the mid-floor is within the product specification tolerance.

2.4 *Is the mid-floor structure non-standard, requiring special consideration?*

- Lift the floor boards and compare the construction of the mid-floor against the case types shown and check if there are any unusual differences such as use of RSJ's, concrete etc.

2.5 *Do mid-floor joists need doubling? (Ref drawing VM00 6012 case loads)*

- With the floor lifted, compare timber sizes, span and configuration with Wessex engineering matrix.

2.6 *Are there any obstacles to the ceiling patch position?*

- Check that the ceiling patch board will fit into the required position and that the ceiling is flat, even, and lying horizontal within the limits of track fixing.
- Will the ceiling patch will span a minimum of 3 joists? If not then bracings must be fitted to spread the load? **(Ref drawing VM30 9004 sheet 2)**

Guidance Notes

Product: VM Builders Manual
Document Ref: BW01 5220
Description: Guidance Notes

Compiled by: K.Farthing
Issue Number: 1
Date: 25 November 2004

2.7 *Are there difficulties in accessing the roof space?*

- Check that access into the roof space can be made, without special consideration, to allow checking above the ceiling patch to verify the integrity of the ceiling joists.

2.8 *Do either floors or wallshave unacceptable run-outs?*

- The tracks will be fitted perfectly vertical. If the floor run out is outside acceptable limits, special consideration will need to be given to correcting the floor. (***Ref drawing VM30 9008***)

2.9 *Are there any access problems to area or site?*

- Check that the lift can be safely transferred into place without special precautions or access approvals. This is often a problem with new build sites.

SERVICES

3.1 *Are there any cables or pipes to be re-routed from the area of the aperture?*

- With the floor boards lifted, check in the area of the lift aperture for cables and pipes identifying the number and type that may require moving.

3.2 *Are there any electrical, gas or water fixtures to be moved as a result of the lift siting?*

- Check thoroughly all areas in the vicinity for any fixture that may obstruct the safe installation or operation of the lift. i.e radiators, electrical sockets, light fittings and switches, meters etc.

3.3 *Is an additional consumer unit required?*

- Check whether the existing fuse box has a spare way to incorporate a dedicated supply for the lift.

3.4 *State the make and type of existing consumer unit.*

- State the make and type of the existing consumer unit. Record the manufacturers name from the consumer unit and model type. This will help the electrician obtain the correct fuse holder prior to arriving on site.

3.5 *Is there a key/coin meter fitted?*

- Check the type of electric meter. The British Standard to which the lift complies is BS5900 and this standard specifically prohibits the use of any key or coin meter.

3.6 *Are there any additional requirements not stated? i.e – 2-way lighting, telephone socket required etc.*

- Check that the options stated are complete and correct considering the site and authority's normal contractual agreements.

Guidance Notes

Product: VM Builders Manual
Document Ref: BW01 5220
Description: Guidance Notes

Compiled by: K.Farthing
Issue Number: 1
Date: 25 November 2004

3.7 *Does position of power point need to be non-standard?*

- Check that the position of the power point can be sited as per drawing **VM30 9006**. Special consideration should be given when checking sites with lifts to be sited in alcoves as the power supply should be accessible throughout the entire travel of the lift.

3.8 *If telephone or power point is to be provided, is the specification or position incorrect?*

- Check that the type and position of telephone and/or power points provided are suitable. i.e that is in the correct location relative to the lift position and are to the correct specification. (dedicated 20A double pole switch etc)

3.9 *Any concerns about the standard or condition of any services?*

- Check that the electrical supply is to an acceptable standard. i.e has adequate earthing, not rubberised cabling, requiring rewiring etc.

3.10 *If stated, are the call station positions incorrect?*

- Check that the positions stated are sensible and suitable for the user. If call stations are not stated, identify there locations on the site plan.

3.11 *Does the position of the pump need to be defined? (If not already indicated by ASM)*

- Check that the defined position is suitable. If not defined, determine the most suitable position and show on the site plan.

3.12 *Are there any problems associated with the routing of the hose?*

- Check that the normal practices for routing hoses can be accomodated within the maximum hose run permissible – i.e under floor boards and through walls.

3.13 *Are there any problems with the arrangement/fixing of the pump box?*

- Check that the pump box can be fitted in the manner requested – i.e bolted to the wall or stand mounted on a suitable base. Check that any noise generated by the pump will not cause a problem.

GENERAL HEALTH AND SAFETY

4.1 *Are there any special requirements for builders or installers? (Assess risks)*

- Carry out a risk assessment and identify any hazards. Record findings on the risk assessment form supplied.

Guidance Notes

Product: VM Builders Manual
Document Ref: BW01 5220
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OTHER INFORMATION

Distance of tracks from rear wall

With the aperture in its nominal position, 15mm from the rear wall (**refer to drawing VM30 9005 sheet 1**), the rear of the tracks are a distance of 75mm from the wall. If the track is too far from the rear wall the electric's and mechanics of the lift are accessible, therefor, for safety reasons there is a maximum safe distance from the rear wall to the back face of the tracks. These are:

First floor	100mm
Ground Floor	150mm

The distance at the ground floor is greater as the floating platform is fitted to the underside of the lift and extends past the rear of the track. If the proposed position of the track is greater than this from the rear wall, please report this to the Installation Department where a decision will be made on how to overcome the problem. Window recesses will also need to be considered.

Guidelines identifying call station positions

If the call station position is not identified prior to your visit to carry out a Full Site Survey, please mark their position on the form.

Where possible, discuss and agree a suitable location for the call stations with the user.

In all cases the call stations should ideally be fitted to the front of the lift on a flanking wall so that the user is already at the front of the lift once the lift has been called up or down. It should also be noted that a user in a wheelchair using a power door should be able to push the door open button while remaining outside the area of the opening door.

In any case, always make the user aware of the implications of the call station positions to themselves.

Please be aware that these are only rough guidelines and are no means definitive. When identifying call station positions you must consider the room layout and whether it is likely to change, the users abilities and whether or not they have a helper.

SECTION 6

DOCUMENT AMENDMENT RECORD

AMENDMENT RECORD

Product: VM Builders Manual
Document Ref: BW01 5210
Description: Amendment Record

Compiled by: K.Farthing
Issue: 1
Date: 25 November 2004

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