GENERAL SAFETY INSTRUCTION GSI-M-5

LIFTS
1 INTRODUCTION

For the convenience of the reader, this General Safety Instruction uses the masculine gender only. However, its use shall be understood as referring to both genders unless the context clearly indicates a reference to one gender only.

1.1 Legal basis

In accordance with its intergovernmental status, the Organization establishes and updates Safety Rules to implement its Safety Policy.

This General Safety Instruction forms part of the CERN Safety Rules and is issued pursuant to the Staff Rules and Regulations and the CERN Safety Policy.

1.2 Purpose and scope

The purpose of this General Safety Instruction is to define the minimum Safety requirements applying to lifts and their safety components used or intended for use at CERN.

This General Safety Instruction does apply to the worksite lifts.

1.3 Definitions

For the purposes of this General Safety Instruction, the following definitions shall apply:

- **HSE Unit**: organic unit competent in matters of occupational health and safety and environmental protection.
- **Laws**: laws, rules, regulations, ordinances, prescriptions, directives, standards and procedures issued by a national or international authority other than CERN or by a professional association or standardisation body.
- **Lift**: appliance serving specific levels, having a carrier moving along guides which are rigid and inclined at an angle of more than 15 degrees to the horizontal and intended for the transport of:
  - persons;
  - persons and goods;
  - goods alone, provided that a person can enter the carrier without difficulty.
- **Organic unit**: department or administratively assimilated unit and CERN Experiments.
- **Owning organic unit**: organic unit which owns an item of mechanical equipment or an accessory. If no owning organic unit can be identified, the organic unit which uses the item of equipment is deemed to be the owning organic unit; if the item of equipment is used by several organic units, one of these shall be designated as the owning organic unit.
- **Safety component**:
  - device for locking landing doors;
  - device preventing the carrier from falling or preventing uncontrolled movements;
  - over speed limitation devices;
  - energy-accumulating buffers:
    - non-linear, or
    - with damping of the return movement;
  - energy-dissipating buffers;
  - safety devices fitted to jacks of hydraulic power circuits where these are used as devices to prevent falls;
  - electric safety devices in the form of safety switches containing electronic components.
- **Safety File**: set of documents and data relating to the assessment of the Safety, at all stages of their life cycle, of installations, projects, facilities or CERN Experiments and the corresponding implementation measures and procedures as well as lessons learned.

For other definitions please refer to section 1.3 of Safety Regulation SR-M "Mechanical equipment".
1.4 CERN Safety Rules and Laws

This General Safety Instruction is supplemented by the documents listed below, where they exist:

- Safety Regulations (SR);
- General Safety Instructions (GSI);
- Specific Safety Instructions (SSI);

and by the relevant provisions of the following Laws:

- Arrêté du 29 décembre 2010 relatif aux vérifications générales périodiques portant sur les ascenseurs et les monte-charges ainsi que sur les élévateurs de personnes n'excédant pas une vitesse de 0,15 m/s, installés à demeure, et modifiant l’arrêté du 1er mars 2004 modifié relatif aux vérifications des appareils et accessoires de levage (France).
- Arrêté du 1er août 2006 modifiant l’arrêté du 18 novembre 2004 relatif aux contrôles techniques à réaliser dans les installations d’ascenseurs (France).
- Arrêté du 18 novembre 2004 relatif à l’entretien des installations d’ascenseurs (France).
- EN 81– Safety rules for the construction and installation of lifts (Europe).

In the event of any ambiguity or contradiction between the above-mentioned documents, they shall apply in decreasing order of priority, starting from the top.

2 MINIMUM SAFETY REQUIREMENTS RELATING TO THE LIFE CYCLE OF LIFTS AND OF THEIR SAFETY COMPONENTS

2.1 Design

All new lifts and safety components shall be designed in accordance with the applicable CERN Safety Rules and European directives (cf. Section 1.4).

In the case of lifts intended for the transport of persons, and where their dimensions permit, the carrier shall be designed and constructed in such a way that their structural features do not obstruct or impede access and use by disabled persons and so as to allow any appropriate adjustments intended to facilitate their use by them.

2.2 Manufacture

All new lifts and safety components shall be manufactured in accordance with the applicable CERN Safety Rules and European directives (cf. Section 1.4).

Safety components shall not be manufactured at CERN.

2.3 Procurement

The organic unit in charge of procurement of a lift or a safety component shall ensure that it is delivered with at least:

- CE marking;
- the following documents:
  - the instruction manual containing the plans and diagrams necessary for normal use and relating to maintenance, inspection, repair, periodic inspections and rescue operations;
  - the EC declaration of conformity or the EU declaration of conformity.

The documents shall be written in English or French or in both languages.
2.4 **Installation**

All lifts and safety components shall be installed by a professional installer in accordance with the applicable CERN Safety Rules and European directive (cf. Section 1.4).

The installer shall supply the EC declaration of conformity or the declaration EU of conformity of the manufacturer together with the instruction manual in English or French or in both languages.

The organic unit owning the lift shall ensure that it is in possession of these documents.

The EC declaration of conformity or the declaration EU of conformity and the instruction manual shall be archived in the Safety File.

2.5 **Acceptance and commissioning**

2.5.1 The commissioning of a lift or a safety component shall be subject to:

- the acceptance by the CERN Safety Inspection Service, at the request of the organic unit owning the lift, in accordance with the applicable CERN Safety Rules and Laws (cf. Section 1.4);
- the signing of a maintenance contract with a firm competent to carry out such work, in accordance with the applicable CERN Safety Rules and Laws (cf. Section 1.4), including delivery of a logbook in which repairs and periodic inspections can be noted.

2.5.2 In the case of lifts operating only during scheduled and unexpected stops of the accelerators, where the Laws (cf. Section 1.4) concerning the frequency of inspections or maintenance cannot be complied with, the organic unit owning the lift shall submit to the HSE Unit for approval:

- a periodic inspection schedule indicating the frequency of the inspections, together with an analysis of the corresponding risks;
- a maintenance operation schedule indicating the frequency of maintenance operations, together with an analysis of the corresponding risks.

2.5.3 The organic unit owning the lift shall update the Safety File and declare that the lift has been commissioned once all the above steps have been completed.

2.6 **Use**

The conditions of use for the lift shall be visibly displayed in accordance with the applicable European directive (cf. Section 1.4).

2.7 **Periodic inspections**

The lifts shall be subject to periodic inspections as defined by the applicable CERN Safety Rules and Laws (cf. Section 1.4) or as defined in the periodic inspection schedule drawn up in accordance with section 2.5.2.

The periodic inspections shall be performed by the CERN Safety Inspection Service, at the request of the owning organic unit which shall be responsible for making sure that lifts have undergone their periodic inspections.

The periodic inspections shall be documented and the corresponding data archived in the Safety File.

2.8 **Maintenance**

The organic unit owning the lift shall arrange for the maintenance operations specified in the instruction manual (cf. Section 2.3), in the applicable CERN Safety Rules and Laws (cf. Section 1.4) or as defined in section 2.5.2, to be carried out.

The maintenance operations shall be entrusted to a contractor competent to perform such work.

2.9 **Recommissioning**

The lifts shall be recommissioned in accordance with the Safety requirements laid down in section 2.5 following the replacement:

- of a lift carrier, or
- of a lift in an existing lift shaft, or
- of a lift safety component.

2.10 **Dismantling**

The organic unit owning a lift shall ensure that the lift and the lift safety component are dismantled in accordance with the applicable CERN Safety Rules and laws of the Host-States.
3 SAFETY FILE

The organic unit owning a lift shall establish a Safety File and update it. The Safety File shall include the following documents, where they exist:

- the risk assessments;
- the EC declaration of conformity or the declaration EU of conformity;
- the instruction manual;
- the acceptance reports;
- the declaration of commissioning;
- the periodic inspection schedule;
- the periodic inspection reports (logbook);
- the maintenance operation schedule;
- the maintenance operation reports (logbook);
- the maintenance contract in force;
- the identity of the owning organic unit.

The documents making up the Safety File shall be written in English or French or in both languages and shall be submitted to the HSE Unit if the latter so requests.

4 FINAL PROVISIONS

4.1 Entry into force

This Safety Regulation (version 1) enters into force upon its publication on the CERN website dedicated to the CERN Safety Rules: https://www.cern.ch/safety-rules.