

Aishihik – AHO Elevator (Emergency) Exit

1.0 Scope

The purpose of the **AHO Elevator (Emergency) Exit** procedure is to provide the steps required to safely exit the elevator in the event the elevator is not operational between levels; or, in an emergency situation.

This procedure only applies to the elevator at AHO.

2.0 Training Required

- Worker(s) attending the site and/or performing task(s) must be authorized and deemed competent to perform the tasks listed in this procedure;
- Proper use of PPE;
- Proper use and understanding of JSA/Tailboards.

3.0 Personal Protective Equipment (PPE)

Required PPE includes, but is not limited to, the following:

- Safety headwear;
- Safety footwear;
- Safety eyewear;
- Gloves (as required).

4.0 Pre-conditions

Ensure the following pre-conditions are met:

- Communication with SCC is available at all times.

5.0 Reference documents

- None.

Effective date: September 2022

Revision date: September 2022

Review date: September 2025

Revision number: Rev. 1.0

Approved by:


Ed Peake, Director, Operations


Glen Pirot, Supervisor, Hydro
Maintenance

6.0 Procedure

Step 1 – Elevator car

CALL SCC and inform them that you are exiting the elevator.

Step 2 – Elevator car

Turn the car station inspection key inside the elevator to the **'ON'** position.



NOTE- Turning the inspection key 'on' will disable the elevator controls.

Step 3 – Elevator car

REMOVE material/debris from the path of the panel door.

OPEN the exit ladder panel.



Step 4 – Elevator car

REMOVE the ladder.

CLOSE the panel.

SET ladder against the storage panel.

VERIFY that the bottom ladder feet are securely against the elevator wall; under the controls.



Step 5 – Elevator car

ASCEND the ladder.

OPEN the exit hatch; push up.



NOTE - When the hatch is opened, a safety switch is activated and ALL elevator controls are disabled.

Step 6 – Elevator car top

SLOWLY MOVE over to the escape ladder/platform.

Move off the car top onto the platform.



Step 7 – Elevator car

ASCEND the shaft exit ladder.

At the top of the shaft, open the hatch and exit into the service building



Step 8 – Elevator car

CLOSE the service building access hatch.



Step 9 – Elevator car

CALL SCC and inform them that you have exited the elevator shaft.



NOTES –

- **DO NOT** return to the elevator.
- **DO NOT** use the elevator unless instructed by qualified elevator technician.

END OF ELEVATOR EXIT PROCEDURE.



NOTE – There is no Return to Normal (RTN) procedure.