# **Instructor/Participant Guide**



212: Escalator-Inspection & Basic Maintenance

Module 1: General Safety & Maintenance

>>>> Transit Elevator/Escalator Consortium



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#### **Icons Used in This Guide**

Throughout the Instructor's Guide, the following icons indicate the type of content being presented.



**Refer To** 



**PowerPoint** 



Multimedia



Web based **Training** 



Write



Ask



**Individual Activity** 



**Small Group Activity** 



Classroom **Activity** 



Duration

# **Agenda**

Topic No.  1 Introduction 5 minutes  2 Overview  • Types of maintenance • Preventative maintenance Plan • Goals of Preventative Maintenance • Lubrication Fundamentals	
2 Overview  Types of maintenance  Preventative maintenance Plan  Goals of Preventative Maintenance	
<ul> <li>Types of maintenance</li> <li>Preventative maintenance</li> <li>Plan</li> <li>Goals of Preventative</li> <li>Maintenance</li> </ul>	
Inspection and Basic     Maintenance	
3 Barricades 15 minutes	
4 Local Safety Practices for Barricades and Signage 15 minutes	
5 Summary 5 minutes	
Total Time: 1.3 hours	

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#### **Overview**

**Purpose** 

The purpose of this module is to:

Introduce participants to general safety and maintenance.

**Objectives** 

At the end of this chapter, the learner will be able to:

- Identify general safety practices
- Relate safe work practice to escalator maintenance
- Basic understanding of the importance of preventive maintenance and proper **lubrication**

**Materials** 

Make sure you have the following:

- Laptop (one for leader)
- **Participant Guides**
- PowerPoint slide deck
- LCD projector
- A17.1 Safety Code for Elevators and **Escalators**
- A17.2 Guide for Inspection of Elevators, **Escalators and Moving Sidewalks**
- A17.3 Safety Code for Existing **Elevators and Escalators**
- Heavy Duty Transportation System Escalator Design Guidelines (APTA RT-RP-FS 007-02)
- Field Employees' Safety Handbook
- Transit Agency Handbook

**Preparation** 

PREPARE flip charts with the following titles:

Class Expectations



# **Instructor's Notes**

#### Outline

**General Safety & Maintenance** 



- Identify general safety practices.
  - Relate safe work practice to escalator maintenance.
- · Basic understanding of the importance of preventive maintenance and proper lubrication.

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#### Slide 1

Slide 2

GAIN audience attention by introducing yourself.



WELCOME the participants to the General Safety & Maintenance Module.



ASK the participants what their expectation is of the course.



WRITE their expectations on the board so they can see how they align to the course objectives.

**DIRECT** participants to the objectives on slide 2.



**REVIEW** the objectives on Slide 2.

#### Introduction

Welcome to the General Safety & Maintenance Module.

What are your expectations for this module?



#### **Instructor's Notes**

#### Preventative Maintenance Plan

- · A good preventive maintenance plan is a structured approach to making sure that any equipment used in a system is functioning with the highest possible degree of
- · Serves two purposes:
  - keeps equipment working properly and extends the life of the
  - corrective action which maintenance personnel must take to restore the equipment to its proper working order

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#### Slide 4



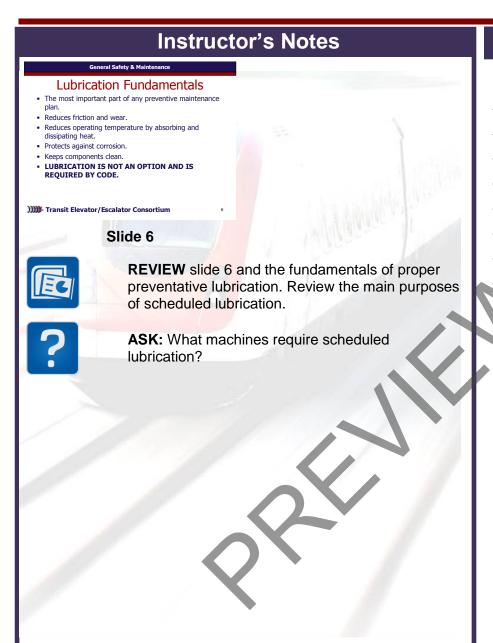
**REVIEW** slides 4 in the PowerPoint presentation to discuss the details of a good preventative maintenance plan.

ASK: participants the purpose of a preventative maintenance plan. Also ask them if they can recall a time where they did not have a plan in place and what happened as a result.

# **Preventative Maintenance Plan**

What is the purpose of a preventative maintenance plan?

Can you recall a time in the past where you did not have a preventative maintenance plan, and the results of such an action?





# **Lubrication Fundamentals**

What machines require scheduled lubrication?



## **Instructor's Notes**

#### Inspection and Basic Maintenance

- · It is recommended that a team approach be used whenever two individuals are performing inspections
- Team should review proper communications and safety practices as required by your transit agencies, manufacturer, and governmental agencies.



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#### Slide 7



**REVIEW** slide 7 and review how to perform an inspection and basic maintenance.

**CONTENT:** Direct participants to describe in their own words the purpose of a lubrication schedule.

APPLICATION FEEDBACK: now that we have discussed a little about maintenance, have the participants answer the following questions.

ASK: what type of approach is recommended for inspections or basic maintenance.

# **Inspection and Basic Maintenance**

What type of approach is recommended for inspections or basic maintenance?

# **Barricade Safety Reminder**

#### **Instructor's Notes**

General Safety & Mainte

#### Barricades- Safety Reminder

- Must be rigid and surround the work area. (42 inches tall)
- · Must be securely connected and attached so that it cannot be moved easily.
- · Must surround escalator to prevent public access.
- Must be in place before any landing plates, panels, or work is started on the escalator.



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#### Slide 9



**REVIEW** slides 9 and review local safety practices for barricades and signage.

**CONTENT:** Direct participants to describe in their own words the importance of barricade signage.

APPLICATION FEEDBACK: now that we have discussed a little about local safety practices for barricades and signage, have the participants answer the following questions.

ASK what the minimum height of a barricade must be by regulation.

What is the minimum height a barricade must be by regulation?