

Our reference 本署檔號 :

(54) in EMSD/LESD 7-2/4

Your reference 來函檔號 :

Telephone 電話號碼: (852) 2808 3861

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29 November 2007

All Registered Lift/Escalator Contractors

Dear Sirs,

Circular No. 13/2007 **Lists of Competent Lift/Escalator Workers**

Under section 29A of the Lifts and Escalators (Safety) Ordinance (the Ordinance), competent lift/escalator workers employed by registered lift/escalator contractors may carry out lift/escalator works without supervision.

It is obligatory for registered lift/escalator contractor to furnish details of competent lift/escalator workers to this department to facilitate our site inspection on whether there are contraventions of section 29A of the Ordinance. To keep our records of competent lift/escalator workers up-to-date, registered lift/escalator contractors are required to submit within January of each year a complete list of competent lift/escalator workers employed by them as at December 31st of the previous year by providing the particulars of competent lift/escalator workers in the format as shown in the attached form.

In addition, this up-to-date record will enable us to provide advice to the public whether a named worker is suitable to perform a particular type of lift/escalator work without supervision.

It should be noted that if a competent lift/escalator worker satisfies the qualification, training and experience requirements stipulated in section 29A(4)(a) of the Ordinance, the worker should be regarded to be able to perform all types of installation and maintenance lift/escalator works. For competent lift/escalator workers gaining the

status in accordance with section 29A(4)(b) of the Ordinance, registered lift/escalator contractors should indicate in the complete list the particular type of lift/escalator works, viz. 'I' and/or 'M', in which the competent lift/escalator workers are considered to be in possession of sufficient experience/training that enables them to carry out such works without supervision. In addition, if a competent lift/escalator worker has been a registered skilled worker of the trade "lift mechanic"/"escalator mechanic" (trade code: E309a/E309b) under the Construction Workers Registration Ordinance, Cap. 583, the worker's registration number should be provided in the list.

This Circular supersedes Circular No. 12/2002 with immediate effect.

Yours faithfully,



(George LING)

for Director of Electrical and Mechanical Services

Encl.

c.c. AD/BS,
D of Housing (Attn.: TS/2),
The Lift and Escalator Contractors Association,
The Registered Elevator and Escalator Contractors Association Ltd.,
The Hong Kong General Union of Lift and Escalator Employees

WKH/GMWC/GL

LIST OF COMPETENT LIFT/ESCALATOR WORKERS AS AT:

Company Name:

No.	Name of Worker [%]	ID Card No.	No. of Years of Employment by Any Registered Lift/Escalator Contractor	Relevant Apprenticeship & Academic Qualification	Satisfying s. 29A(4)(a) [#]		Satisfying s. 29A(4)(b) [§]		Registration No. under Construction Workers Registration Ordinance, Cap. 583	
					Competent Lift Worker (*)	Competent Escalator Worker (*)	Competent Lift Worker (I/M/IM)	Competent Escalator Worker (I/M/IM)	Lift Mechanic (E309a)	Escalator Mechanic (E309b)

Remarks:

- [%] Names of the workers appeared in the list should be in alphabetical order.
- [#] Worker qualified as a competent lift/escalator worker in accordance with s. 29A(4)(a) under the Ordinance, please put an asterisk (*) in the appropriate column.
- [§] Worker qualified as a competent lift/escalator worker in accordance with s. 29A(4)(b) under the Ordinance, please put the type of work (I or M or IM) in the appropriate column, where 'I' means installation works, 'M' means maintenance works and 'IM' means installation and maintenance works.

**Company Chop
and Signature:**
