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2 June 2017

To: All Registered Lift Contractors and Engineers

Dear Sirs,

Circular No. 9/2017
Periodic Maintenance and Examination of Lifts – Brake System
Maintenance, Checking, Examination, Repair and Replacement

Recently, there were lift incidents involving the occurrence of unintended lift car movement. One of the incidents has caused serious injury to a lift passenger. Our incident investigations revealed that the brake system of incident lifts was ineffective, thereby causing the unintended lift car movement. You are reminded to properly maintain, check, adjust, examine, repair and replace the brake systems of lifts so as to keep them in safe and good working order. Where necessary, you should seek the recommendations from manufacturers on the maintenance requirements, checking, adjusting and examination methodologies, and the repair and replacement criteria of brake system components in order to prevent reoccurrence of similar incidents.

Your attention is also drawn to our previous Circular No. 14/2016 – Identify Potential Risk of Unintended Car Movement dated 12 October 2016 which recommends you carry out risk assessments for lifts under your maintenance to identify potential risks of unintended car movement. You are required to re-visit the assessments made to ensure that the assessments and associated mitigation actions are comprehensive and have addressed all risks identified, and to liaise with relevant responsible persons for implementing related modernization works as promulgated in our previous Circular No. 19/2011 - Guidelines for Modernising Existing Lifts.

You are also reminded that under the Circular No. 2/2016 – Performance Assessment Scheme Contractors' Performance Rating System, 15 Performance Monitoring points will be accorded to the Registered Contractor if an unintended car movement occurred due to any failure or ineffectiveness of lift machine or brake system or drive control system. A warning letter will then be issued to the Registered Contractor and/or Registered Engineer and the Safety Star under the Contractors' Performance Rating (CPR) System will not be awarded to the Registered Contractor in the quarterly CPR assessment.

We have stepped up the audit inspection on brake system, including but not limited to, the brake coil/plunger and associated mechanism, brake pad, brake control system, etc. You may be required, from time to time, to provide photo records showing the conditions of the aforesaid components upon our request.

Should you have any query on this Circular, please contact our engineer Mr. Gary CHEUNG at 2808 3114.

Yours faithfully,



(CHEUNG Kim-ching)
for Director of Electrical and Mechanical Services

c.c.

The Director of Housing

The Director of Architectural Services

The Lift and Escalator Contractors Association

The Registered Elevator and Escalator Contractors Association Limited

The Hong Kong General Union of Lift and Escalator Employees

Building Services Operation and Maintenance Executives Society

CE/AVE, CE/TSCS, CE/P, CE/GES, CE/Mun, CE/HS