

Our reference 本署檔號 :
(20a) in EMSD/LESDD 7-2/4 Pt. 4

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10 August 2009

All Registered Lift/Escalator Contractors and Engineers

Dear Sirs,

Circular No. 11/2009
Date of Issuing Certificates after Periodic Examination and Testing

Section 26 of the Lifts and Escalators (Safety) Ordinance (Cap. 327) requires a registered lift/escalator engineer to deliver a certificate (i.e. Form 11 or Form 12) to the owner of the lift or escalator within 21 days of the statutory periodic examination and testing. This period includes the time required for the registered lift/escalator contractor to countersign the certificate.

The registered lift/escalator engineer should enter the **date of delivery** of the certificate to the owner in the date field at the top right hand side of the certificate. The owner is then required to deliver the certificate and the prescribed fee to the Director of Electrical & Mechanical Services within 7 days of receipt of the certificate. Failure to enter this date on the certificate may cause the certificate to be rejected by this department. This date is an evidence of the timeliness of the carrying out of the periodic examination and testing, and may be used by this department as a basis for initiating action against late submission of certificates.

In the case where the registered lift/escalator contractor is authorized by the owner to submit the certificate to the Director on his behalf, the registered lift/escalator contractor must observe the 7 day time-requirement for submission to the Director.

All registered lift/escalator contractors are requested to ensure that the forms are countersigned and delivered to the owner or the Director within the statutory period.

Yours faithfully,



(George LING)
for Director of Electrical and Mechanical Services

c.c. The Director of Housing (Attn: SM/QM)
The Director of Architectural Services (Attn: CBSE/2)
The Lift and Escalator Contractors Association
The Registered Elevator and Escalator Contractors Association Ltd
The International Association of Elevator Engineers