

Our reference 本署檔號 :

(24) in EMSD/LESD 7-2/4 Pt. 4

Telephone 電話號碼 : 2808 3239

Your reference 來函檔號 :

Facsimile 圖文傳真 : 2504 5970

4 September 2009

All Registered Lift/Escalator Contractors and Engineers

Dear Sirs,

Circular No. 15/2009

Reporting of Information on Periodic Examination and Testing in the e-Platform

Further to Circular No. 14/2008, the e-platform for reporting periodic test/examination schedules has been modified to require input of the following entry fields :

- (a) The **type of examination and test** (i.e. yearly (P) or 5-yearly (T)). This information shall be entered when furnishing the examination and testing schedule before the examination; and
- (b) The **date of delivery of the certificate (Form 11) to the owner** by the registered lift engineer or contractor. This information shall be entered within 21 days of the periodic test/examination, unless the registered lift engineer is not satisfied that the lift is in safe working order and follows the requirements of section 26(2) of the Ordinance. If the **Web-based Registration System (WBRS)** has been used to submit the certificate to EMSD and the WBRS checkbox is ticked in the e-platform, this date may be omitted.

This date is an evidence of the timeliness of the delivery of the certificate to the owner pursuant to section 26 of the Lifts and Escalators (Safety) Ordinance, and may be used by this department as a basis for initiating action against late submission of certificates.

The above measures will be implemented with immediate effect.

Yours faithfully,



(Arthur K.H. Wong)

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