

Our reference 本署檔號 :  
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18 February 2005

All Registered Lift/Escalator Contractors  
All Registered Lift/Escalator Engineers

Dear Sirs,

## **Circular No. 2/2005**

### **Provision of Updated Documentary Support for Approved Lift/Escalator Models and Safety Components**

The purpose of this Circular is to explain the requirement of registered lift/escalator contractors to provide updated documentary support issued by the manufacturer(s) and certifying authorities for changes in application conditions as well as renewal of type certificates of lift/escalator models and safety components.

Registered lift/escalator contractors, from time to time, apply for Approval-in-Principle for lift/escalator models and safety components which are to be installed in the territory. They are required to submit their applications in line with the requirements in Section C Clause 1 of the Code of Practice for Lift Works and Escalator Works. Among the information required, documents detailing the specifications and type test certificates substantiating code compliance of the lift/escalator model(s) and safety component(s) should be included in the application, as they would form the basis for granting approvals.

It should be noted that such approval-in-principle granted would lapse should criteria covered in the documents used in the approval-in-principle application be no longer valid. In that case, any installation of the equipment concerned in application deviating from the scope covered by the original approval or in conflict with the new type test certificate will not be acceptable until a new approval is granted.

If it has come to light that the manufacturers have incorporated new features into and/or changed the application conditions of lift/escalator models already approved, and are in possession of new certificates of safety components approved to cover such changes and/or to replace one which has expired, a copy of such relevant documents should be provided to this

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department as soon as practicable. Obviously, for the extension of maximum load, speed, etc. (as for safety components), and change of control and travel (as for safety components and lift/escalator models), a fresh application for approval-in-principle would be required.

Registered lift/escalator contractors should note that the provision of updated and complete documents can avoid unnecessary delay to granting permit-to-use of lift/escalator installation in which the propriety of the application of lift/escalator model and safety component may be in question.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'K. M. Woo', written over a horizontal line.

(K. M. WOO)  
for Director of Electrical & Mechanical Services

c.c. The Director of Housing  
The Director of Architectural Services  
The Lift and Escalator Contractors Association  
The Registered Elevator & Escalator Contractors Association Limited  
The International Association of Elevator Engineers  
The Hong Kong General Union of Lift and Escalator Employees