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9 May 2011

All Registered Lift/Escalator Contractors

Dear Sirs,

Circular No. 3/2011
Working Hours and Experience of Workers in Carrying out
Lift/Escalator Works

We are most concerned about the recent news that some lift and escalator workers are required to work extended working hours, and inexperienced lift and escalator workers are deployed to carry out repair of lift and escalators.

I must remind you that as registered lift/escalator contractors (RCs), you are responsible for ensuring that the lift and escalator works are performed in a proper and safe manner. Section C: Clause 4.2.4 of the Code of Practice for Lift Works and Escalator Works stipulates the limit of the number of working hours that a lift worker or escalator worker should work in any one shift, and you are required to determine the optimum working hours for your workers to carry out the works attentively and safely.

Pursuant to section 29A of the Lifts and Escalators (Safety) Ordinance, lift/escalator works shall be carried out by competent lift/escalator workers (CWs) employed by RCs or by other workers under direct supervision by the CWs. RCs are responsible for ensuring that all workers employed are in possession of sufficient knowledge, experience and skill in carrying out the lift and escalator works. Such responsibility is further elaborated in Section C: Clause 2.2 of the above-stated Code of Practice.

Accordingly, you are required to ensure sufficient and regular training is provided for your workers, in particular for those new recruits, on the various kinds of lift and escalator works for which they are responsible. In addition, you are reminded to formulate training plan to develop competency for your lift/escalator workers, and to upkeep the training records on qualification, training and experience of the workers.

Yours faithfully,



(W. S. CHUI)

for Director of Electrical and Mechanical Services

cc. The Lift and Escalator Contractors Association
The Registered Elevator and Escalator Contractors Association Limited
The Hong Kong General Union of Lift and Escalator Employees