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(129) in LE/02/04 Pt. II

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22 July 2004

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

Dear Sirs,

Circular No. 7/2004
Suspension of Service of Lifts/Escalators not in Safe Working Order

It is important that any lift/escalator known to the registered lift/escalator contractor and/or the lift/escalator owner as not in safe working order should be suspended from service for repair. When it comes to the attention of a registered lift/escalator contractor during routine maintenance, fault repair or any other circumstances that a lift/escalator under its maintenance is not in safe working order, the contractor should advise the owner of the lift/escalator that the service has to be temporarily suspended. For situations that no immediate danger will arise from the further use and operation of the lift/escalator, the contractor may specify a period for the rectification of the defective items and upon the elapse of such a period to advise the owner to have the lift/escalator suspended from use/operation should the defective items not rectified.

In case the registered lift/escalator contractor is in doubt whether the lift/escalator is not in safe working order or the owner disagrees to the suspension of lift/escalator service, the contractor should immediately arrange a registered lift/escalator engineer to examine the lift/escalator to ascertain whether it is in safe working order. If the registered lift/escalator engineer is not satisfied that the lift/escalator and the machinery/equipment is in safe working order, he should,

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- (a) if he is of opinion that any further use or operation of the lift/escalator would be, or would be likely to be, dangerous, forthwith report the fact that he is not so satisfied to the owner and advise the owner to suspend the service. In case the owner disagrees to the suspension of lift/escalator service, the registered lift/escalator engineer should report the subject matter to the Director immediately; or
- (b) if he is of opinion that no immediate danger will arise from the further use and operation of the lift/escalator, report to the owner the fact that he is not so satisfied, and that the lift/escalator or the machinery/equipment in question has to be put in safe working order to his satisfaction within 14 days. Upon the expiration of such period, if the lift/escalator or the machinery/equipment in question has not been put in safe working order to his satisfaction, the registered lift/escalator engineer should report the subject matter to the Director in case the owner still disagrees to the suspension of lift/escalator service.

Yours faithfully,



(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 Ltd.,
 The International Association of Elevator Engineers
 The Hong Kong General Union of Lift and Escalator Employees