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23 May 2001

All Registered Lift Engineers

Dear Sirs,

**Circular No. 9/2001**  
**Effective Locking of Landing Doors of Lifts**

In a recent incident, a cleaning worker fell into the lift pit from the G/F landing of a freight lift and he sustained injury. Preliminary investigation revealed that the locking device of the landing door might not be effective to prevent the landing door from being opened from the landing side when the lift car was not at the landing.

This circular aims to remind you that the effective locking of landing doors of lifts has to be checked during periodic examination of lifts. The examination and checking should at least cover the following items :

- (a) The locking device of the landing door should be thoroughly checked to ensure its effectiveness. Details of the engagement of the locking element should be obtained from the registered lift contractor to facilitate the examination and checking.
- (b) The locking device should be checked to ensure that it is securely fixed against loosening.
- (c) The safety switches for proving the proper closing of the landing door and for proving the proper locking of the locking device before operation of the lift should be checked.
- (d) The landing door lock should be checked by attempting to open the landing door manually from the landing side to ensure that the landing door cannot be opened when the lift car is not at the landing.
- (e) The guides and guide shoes/rollers of the landing door should be checked to prevent derailment of the landing doors from the guides or excessive lateral movement of the landing door at the closed position affecting the effective engagement of the locking element.

Pursuant to Section C, Clause 5.1(iv) of the Code of Practice on the Examination, Testing and Maintenance of Lifts and Escalators, you are required to check the interlocking devices, both mechanical and electrical, provided for the landing doors and car door to ensure that they are in safe working order during periodic examination.

Yours faithfully,

(LAW Yu-wing)  
for Director of Electrical and Mechanical Services