

Our reference 本署檔號 :

(7) in EMSD/LESD 7-24

Telephone 電話號碼:

(852) 2808 3861

Facsimile 圖文傳真:

(852) 2504 5970

Your reference 來函檔號 :

July 20, 2005

All Registered Lift/Escalator Contractors

Dear Sirs,

**Circular No. 7/2005**  
**Fatal Lift Incident Involving Manual Operated Landing Door**

A fatal lift incident occurred in early July 2004 in which a lift passenger fell from a landing into the lift shaft. At the conclusion of the concerned death inquest, the Coroner returned a conclusion of "Accident" and also added recommendations as highlighted below:

- (a) The manufacturer's maintenance manual should be translated exactly into Chinese for the benefit of the maintenance workers as well as for those parties that are responsible for the annual check. This document was considered necessary by the manufacturer for the proper maintenance of lifts and it should be available in the full sense of that word to those who are entrusted with the responsibility of maintaining such lifts, in Hong Kong.
- (b) A checklist should be drafted which also exactly reflects the requirements of the manufacturer's maintenance manual as a whole.
- (c) The logbook system should be introduced to deal with all lift maintenance as presently required by the Lifts and Escalators (Safety) Ordinance.
- (d) The system of ordering spare parts in batches when an inspection indicates the need for a new part should be replaced by a system which ensures that spare parts are always available. This may mean that preparation of parts as a contract item by a third party, this having regard to the age of the lifts concerned.

You are requested to consider taking enhancement measures as appropriate with reference to the above recommendations.

Yours faithfully,



( WOO Kin-ming )  
for Director of Electrical and Mechanical Services