

香港特別行政區政府 機電工程署 香港九龍啟成街 3 號

Electrical and Mechanical Services Department Government of the Hong Kong Special Administrative Region 3 Kai Shing Street, Kowloon, Hong Kong www.emsd.gov.hk

Our reference 本署檔號:

(88) in EMSD/LESD 7-2/4A

Telephone 電話號碼

2808 3651

Your reference 來函檔號:

Facsimile

圖文傳真: 2504 5970

11 August 20

11 August 2016

To: All Registered Lift Engineers /Registered Escalator Engineers and All Registered Lift Contractors /Registered Escalator Contractors

Dear Sirs,

Circular No. 9/2016

CPD Requirements for Renewal of Registration as Registered Lift / Escalator Engineers

In accordance with sections 1(b) of Part 3 and 1(b) of Part 5 in Schedule 9 of the Lifts and Escalators Ordinance, the existing registered lift / escalator engineers are required to complete at least 90 hours of relevant training within the 5-year period immediately before the date of submission of the renewal application.

Registered lift / escalator engineers are reminded to have adequate continuing professional development (CPD) training in order to fulfill the above said requirement for renewal of their registrations. Please be noted that the first batch of registration renewal will be commenced around August 2017. The CPD record log should be kept and provided for submission if required. Registered lift / escalator engineers are recommended to use the attached "FORM LE36A - Continuous Professional Development (CPD) Log Sheet for Registered Lift Engineers or Registered Escalator Engineers", for recording of continuing professional development trainings that they have attended.

If you have any question, please contact Mr. Jerry WONG at telephone no. 2808 3117.

Yours faithfully,

(CHONG Kwok-kee)

for Director of Electrical and Mechanical Services

c.c. The Lift and Escalator Contractors Association

The Registered Elevator and Escalator Contractors Association Limited

The International Association of Elevator Engineers (HK-China Branch)

FORM LE36A

Continuous Professional Development (CPD) Log Sheet for Registered Lift Engineers or Registered Escalator Engineers

Date	Name of Activity / Training	Activity / Training Course Organiser	CPD Hours
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I hereby declare that the above activities / trainings satisfies the CPD requirements and the above record is true and correct.			
Nam	Name: RLE/REE No.:		
Signature:			