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(71) in EMSD/LESD 7-2/4A Pt II

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25 November 2022

To: All Registered Lift Contractors

Dear Sir/Madam,

**Circular No. 14/2022**  
**Special Maintenance of Aged Lifts - Disassembly Maintenance of Braking Mechanism**

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The Code of Practice for Lift Works and Escalator Works stipulates that Registered Lift Contractors ("RLCs") are required to carry out for lifts under their maintenance responsibilities special maintenance not less than twice a year if the lift concerned is not equipped with unintended car movement protection device, ascending car overspeed protection device or double braking system. In carrying out special maintenance, RLCs should observe the following requirements with regard to disassembly maintenance of the braking mechanism, including brake lining, solenoid plunger and brake spring, of the lift:

- a) Where the lift is equipped with a traditional drum braking system, the disassembly maintenance of braking mechanism should be carried out not less than twice a year. In case the manufacturer's instructions specify a lower frequency of brake disassembly maintenance for the lift, RLCs should, nonetheless, carry out at least once a year brake disassembly maintenance for the lift(s). Brake disassembly maintenance is to be omitted only if the manufacturer has explicitly prohibited such disassembly maintenance with justifications in writing.
- b) For braking mechanism using sealed plunger and/or integrated brake coil, where disassembly maintenance of the solenoid plunger or other associated parts may hamper its integrity or functionality, RLCs should provide manufacturer's instructions or seek advice from manufacturer for necessary maintenance procedures, checking methodology and replacement schedule/service life, ascertaining safe working order of the component.

RLCs are required to submit to this office within one month from the date of this Circular a programme of disassembly maintenance for lifts which are to be applied with special maintenance by virtue of this Circular, and manufacturer's instructions or advice substantiating departure from the specified scope and frequency of special maintenance.

Should you have any enquiry on this Circular, please contact our officer at 2808 3878.

Yours faithfully,



( LEE Chi-leung, Eric )  
for Director of Electrical and Mechanical Services