



Our reference 本署檔號 :

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

Telephone 電話號碼 : 2808 3861

Your reference 來函檔號 :

Facsimile 圖文傳真 : 2504 5970

29 May 2017

To: All Registered Lift/Escalator Contractors and Engineers

Dear Sirs,

Circular No. 8/2017

Examination of Escalators – Inspection of Escalator Driving System

Escalator driving system is crucial to the safe operation of escalator. During periodic examination of an escalator, the main drive chain shall be carefully inspected to confirm that it is free from crack, breakage and excessive elongation, and is in an acceptable safe condition for operation in accordance with the manufacturer's recommendations and the Code of Practice on Lift Works and Escalator Works.

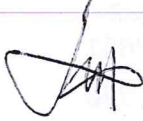
To better assure the safe working condition of the escalator driving system, you are required to submit an inspection record form for "Inspection of Escalator Driving System" to this Department within one month after completion of (i) new installation works (including major alteration works involving replacement of drive chain or components of a driving system); and (ii) periodic examination of escalators.

In case of non-compliance found on drive chains and/or sprockets, photographs must also be provided with your submission. If conditions of drive chain system are within the acceptable range (i.e. no need to submit these photographs with the inspection record form), submission of record photographs is optional. You are required to keep all records including photographs, and you may be requested to submit these records and photographs for our sample checking.

You are required to complete and submit the form via our departmental e-platform starting from 1 June 2017. To facilitate your submission of the form on-line, the procedure to access the inspection form is illustrated in the attached screen shots in Appendix 1.

If you have any query on this Circular, please contact my engineer, Mr. Jerry WONG, at 2808 3117.

Yours faithfully,



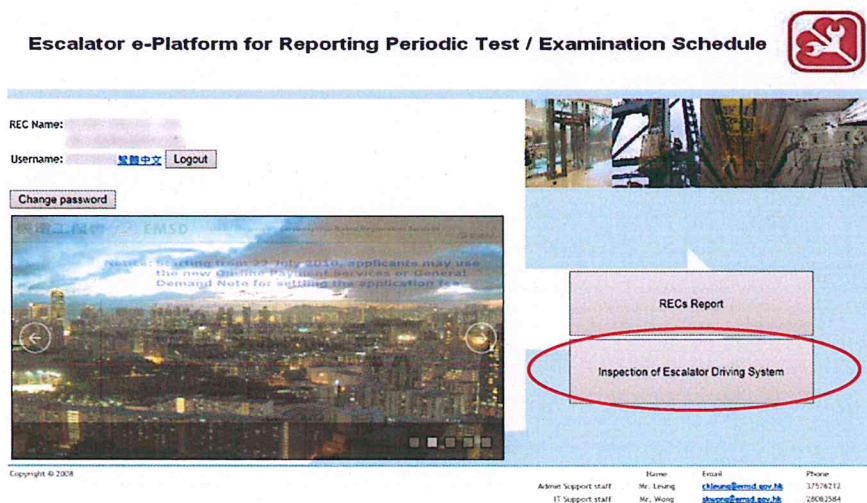
(CHEUNG Kim Ching)
for Director of Electrical and Mechanical Services

c.c.

The Lift and Escalator Contractors Association
The Registered Elevator and Escalator Contractors Association Limited
The International Association of Elevator Engineers
The Hong Kong General Union of Lift and Escalator Employees

Screen Shot for the procedure to access the form of " Inspection of Escalator Driving System "

1. Select "Inspection of Escalator Driving System"



2. New Section "Inspection of Escalator Driving System" is ready for input.

Inspection of Escalator Driving System

[Submitted Record Enquiry](#)

Fields marked with an asterisk (*) are mandatory.

General Information:

RC No.:	*RE No.:	*Location ID:	*Examination Date (DD/MM/YYYY):
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	<input type="text"/>
Installation Address:		Escalator No.:	
<input type="text"/>		<input type="text"/>	

Basic Information:

*Does this Escalator equipped with Drive Chain? Yes No

Information of the Drive Chain:

*Inspection of teeth of sprockets, is there any broken teeth or unusual wear & tear and marking?	<input type="checkbox"/> Yes <input type="checkbox"/> No
*Inspection of drive chain, any crack or breakage along the drive chain?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If any one of the above 2 items was "Yes", image(s) showing the Irregularities is/are required:	
Insert photo 1 (≤2MB): <input type="text"/> <input type="button" value="Browse..."/> Insert photo 2 (≤2MB): <input type="text"/> <input type="button" value="Browse..."/> Insert photo 3 (≤2MB): <input type="text"/> <input type="button" value="Browse..."/>	
*Inspection of drive chain, any uneven tensioning along the drive chain?	<input type="checkbox"/> Yes <input type="checkbox"/> No
*Measured distance in between <input type="text"/> pitches of the drive chain for at least 3 selected locations:	
• 1 st location <input type="text"/> mm • 2 nd location <input type="text"/> mm • 3 rd location <input type="text"/> mm • 4 th location <input type="text"/> mm • 5 th location <input type="text"/> mm • 6 th location <input type="text"/> mm	
*Based on the information provided by manufacturer, original distance in between <input type="text"/> pitches of the drive chain is <input type="text"/> mm	
*Any uneven or excessive elongation along the drive chain?	<input type="checkbox"/> Yes <input type="checkbox"/> No
*The drive chain discard criteria provided by the manufacturer:	
• Elongation is exceeded by <input type="text"/> %; or • Any elongation in between <input type="text"/> pitches is exceeded by <input type="text"/> mm; or • Others, please elaborate <input type="text"/> (max. 50 characters)	