

FORM LE27

THE LIFTS AND ESCALATORS ORDINANCE (CHAPTER 618)

Notification of Incident Involving a Lift(s) or an Escalator(s)

Note: Pursuant to section 40 and section 70 of the Lifts and Escalators Ordinance, Cap. 618, the responsible person for a lift or an escalator must within 24 hours after an incident comes to his or her knowledge, notify in writing by completing the following to –

(1) **The Director of Electrical and Mechanical Services**
 (by fax: 2504 5970 or by e-mail: lesd@emsd.gov.hk)

(2) **Registered Lift / Escalator Contractor (responsible for maintaining the lift / escalator)**
 Name: _____ Fax No.: _____

Brief Description of Incident (tick "✓" where appropriate)	
Date of Incident: _____	Time of Incident: _____
Location of Incident: _____	
Lift / Escalator No.: _____	Lift / Escalator Location ID: _____
<input type="checkbox"/> Lift	<input type="checkbox"/> Failure of main drive system (failure of main power system excluded) <input type="checkbox"/> Breakage of suspension rope <input type="checkbox"/> Failure of brake, overload device, or safety equipment <input type="checkbox"/> Failure of interlocking device for any door of the lift-way (failure of the making of electrical contact of safety contacts excluded) <input type="checkbox"/> Failure of interlocking device for any door of the carrier (failure of the making of electrical contact of safety contacts excluded)
<input type="checkbox"/> Escalator	<input type="checkbox"/> Failure of main drive system (failure of main power system excluded) <input type="checkbox"/> Failure of brake, step chain, drive chain, or safety equipment
<input type="checkbox"/> Lift <input type="checkbox"/> Escalator	<input type="checkbox"/> Others, please specify: _____
Details of Casualty	
No. of Person(s) involved in the Incident: _____	No. of Deaths: _____
No. of Person(s) requiring Hospitalization: _____	No. of Injuries: _____
Responsible Person for the Lift / Escalator or his Agent	
Name: _____	
Telephone: _____	
Fax: _____	
Date: _____	(Signature or Company Stamp)