

Minutes of the 11th Meeting of
the Lift and Escalator Safety Advisory Committee (LESAC)

Date: 19 January 2018 (Friday)
Time: 9:30 a.m.
Venue: Room 7102, EMSD Headquarters, 3 Kai Shing Street,
Kowloon Bay

Present:	Dr POON Lok-to, Otto	Chairman
	Mr KO Chi-wai, Gary	Member
	Mr KUOK Hoi-sang	Member
	Mr POON Tai-fai	Member
	Mr TSE King-wa	Member
	Ms YUEN Hou-yee	Member
	Mr WONG Kai-hon, Charles	Member
	Mr WONG Ying-kit	Member
	Mr TING Tsan-kau, Chris	Member
	Mr CHANG Wai-ip, Daniel	Member
	Mr CHOW Siu-fai	Member
	Mr CHUI Chun-king, Simon	Member
	Mr LAI Hon-chung, Harry	Member
	Ms CHOI Wing-yee, Cornelia	Member
	Ms LEE Ching-har	Member
	Ms LEE Pui-yi, Rebecca	Member of the Public

In attendance:

Mr LI Kwan-chi, Simon	Representative of Mr LAU Chun-ming
Ms Hortensia CHAN	DEVB
Ms LAI Wai-man, Iman	DEVB
Mr PANG Yiu-hung, Eric	EMSD
Mr CHEUNG Kim-ching	EMSD

	Mr FOO Hang-hing, Walter	EMSD
	Mr LAI Chun-fai	EMSD
	Mr AU Tze-wai, William	EMSD
	Mr WONG Yin-kit, Jerry	EMSD
	Mr CHUI Ka-chun, Wallace	EMSD
	Mr Graham LUI	EMSD
Absent with apologies:	Ms SIU Ka-yee	Member
	Mr LAU Chun-ming	Member

Action

1. Welcoming Members of the Lift and Escalator Safety Advisory Committee

- 1.1 The Chairman welcomed attendees to the 11th meeting of the Lift and Escalator Safety Advisory Committee (the Advisory Committee). The Chairman hoped that, through the active participation of members and their sharing of know-how and experience, the Advisory Committee could make useful recommendations on lift and escalator safety and give valuable advice on the long-term development of the trade.

2. Committee Members, Terms of Reference and Operation Arrangements of the Advisory Committee (Agenda Item 1)

- 2.1 EMSD introduced members who were appointed from different sectors. The third term of the Advisory Committee comprised a total of 17 members who represented the lift and escalator trade, professional bodies, training institutions, the property and facility management sector, responsible persons (RPs) for lifts and escalators, consumers, the general public, and government departments, etc.
- 2.2 EMSD explained the terms of reference of the Advisory Committee and briefly introduced its main operation arrangements. The Advisory Committee comprised a Chairman, two official members and 15 non-official members. The members were to attend the meetings in their personal capacity, and the required quorum was eight non-official members. The Chairman was empowered to set the procedure and rules of the meeting. In addition, working groups might be set up by the Advisory Committee and conveners appointed for the working groups. The quorum for the working group

meetings was three non-official members.

- 2.3 Besides, EMSD illustrated the arrangements for information disclosure based on the operation of the Advisory Committee in the last term:
- (i) The terms of reference, membership list, agenda and discussion items, and minutes of meeting of the Advisory Committee would be published on EMSD's website;
 - (ii) Views expressed by members would be recorded anonymously;
 - (iii) Except for names and represented trades, other personal information of the members would not be disclosed; and
 - (iv) Closed-door meetings would be held to allow free expression of opinions on sensitive issues.

The Advisory Committee agreed to continue with the above arrangements.

3. Confirmation of Minutes of the Last Meeting (Agenda Item 2)

- 3.1 Members did not raise any amendment to the minutes of the 10th meeting. The Chairman declared the minutes of the 10th meeting officially confirmed.

4. Matters on Declaration of Interests (Agenda Item 3)

- 4.1 EMSD explained to members the reasons and mechanism for declaration of interests, and proposed to put in place the one-tier reporting system. If a member became aware of a potential conflict of interests over a matter to be discussed, he/she should, as soon as practicable, make disclosure of his/her interests involved to the Chairman. The Chairman should decide whether the member might speak or vote on the matter, remain in attendance as an observer, or should temporarily withdraw from the meeting. If the Chairman had a conflict of interests over a matter to be discussed, the chairmanship might be temporarily taken over by another member. As members usually came from different sectors, they were not required to declare their interests if a matter to be discussed only involved the overall interests of the sector. If a conflict of interests had been declared by a member, the Secretary could cease to distribute the relevant documents to him/her. If the member had already received a document for discussion, he/she must immediately inform the Secretary and return the document. All cases related to declaration of interests must be recorded in the minutes.

The Advisory Committee agreed with the proposed declaration mechanism. All attendees remarked that they did not have any potential conflict of interests over the matters to be discussed at this meeting.

- 4.2 The Chairman declared that he was the chairman of an electrical and mechanical engineering group of companies, and a lift company limited under the group was a registered lift and escalator contractor. As he was not

involved in the day-to-day operation of the company, there should not be any role conflict with his capacity as Chairman of the Advisory Committee. Other members including Mr KUOK Hoi-sang, Mr POON Tai-fai and Mr LI Kwan-chi, Simon also declared that they worked for registered lift and escalator contractors, and pledged to make immediate disclosure to the Chairman if they noticed any potential conflict of interests over matters to be discussed in the meeting.

5. Regulation Control over Lift and Escalator Safety (Agenda Item 4)

- 5.1 EMSD briefed members on the background of the Lifts and Escalators Ordinance (LEO) as well as a series of measures introduced by LEO to enhance regulatory control, including strengthening the registration regime of lift and escalator contractors, engineers and workers; increasing the maximum penalty for offences; extending the scope of application to RPs who had the management or control over lifts and escalators; as well as other regulatory measures, such as conferring power on the Director of Electrical and Mechanical Services to issue "improvement orders", and introducing a new "use permit".

EMSD also briefly introduced the regulatory strategies for lifts and escalators, namely making education a priority; adopting an inspection-based approach with prosecutions as a supplement; risk management; communication with different sectors; and ensuring lift and escalator safety through the following five aspects:

- (i) Providing triple protection for the safety of lifts/escalators, i.e. regular maintenance conducted by registered workers together with registered contractors; regular examinations carried out by registered engineers; and random inspections conducted by EMSD according to a risk-based approach;
- (ii) All lifts/escalators must obtain the relevant type approval given by EMSD before installation;
- (iii) Lifts/escalators must be regularly maintained and examined by qualified persons after installation;
- (iv) Strengthening communication and providing support for RPs, including producing the Guidebook for Responsible Persons for Lifts/Escalators; organising briefings for RPs; providing the public with Guidelines for Modernising Existing Lifts, Guidelines for Modernising Existing Escalators, sample contracts for procurement of comprehensive lift/escalator maintenance services, and checklist for handover and takeover of lift/escalator maintenance; releasing the survey results of lift maintenance price figures; implementing the Registered Lift and Escalator Contractors' Performance Rating System and conducting reviews on such issues as the Registered Contractors/Engineers Performance Monitoring Point System in a timely manner. The Responsible Person's Corner had also been set up on EMSD's website to provide the public with the above reference

materials through one-stop service; and

- (v) Understanding and accommodating the needs of the trade, including conducting trade surveys, arranging suitable training and courses, as well as conducting regular technical sharing sessions with the trade, raising requirements on occupational safety and health in the industry, and updating codes of practice and guidelines.

6. Formation of Working Groups (Agenda Item 5)

- 6.1 The Advisory Committee agreed to form two working groups to enable more in-depth discussion among members on matters of concern in relation to the lift and escalator trade and RPs respectively:

- (i) Working Group on Matters Relating to the Trade; and
- (ii) Working Group on Matters Relating to Responsible Persons.

The Advisory Committee agreed that Mr KO Chi-wai, Gary should be the convener of the Working Group on Matters Relating to the Trade, whereas Mr WONG Ying-kit should be the convener of the Working Group on Matters Relating to Responsible Persons. Members could choose to join either working group.

7. Progress Report on Matters Relating to Responsible Persons (Agenda Item 6)

- 7.1 On enhancing lift and escalator safety in the long run, EMSD had staged the following series of publicity and promotional activities during the past two years:

- (i) A total of 94 talks had been organised for all the RPs for lifts/escalators in Hong Kong since 2013;
- (ii) Talks for RPs in Hong Kong, Kowloon and the New Territories and meetings with major RPs for lifts and escalators (e.g. MTR Corporation Limited, Link REIT, Housing Department, Ocean Park, etc.) on how to enhance lift and escalator safety had been completed in stages in 2017 and 2018;
- (iii) Production of the Lift and Escalator Newsletter and publication of the third issue in November 2017 to offer an alternative channel for enhancing communication and information exchanges between EMSD and the trade, RPs, as well as the public;
- (iv) Production of a new promotional poster, "Stand Still and Hold the Handrail";
- (v) Production of a promotional video on "Modernisation of Escalators" and a new series of TV APIs on escalator safety were underway.

A member suggested that for more effective promotion of the message of lift and escalator safety, EMSD could disseminate such message in schools through

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consultation with the Education Bureau.

EMSD 7.2 In addition to publicity and promotional activities, EMSD had released the maintenance price figures for lifts at private residential and commercial premises. Results of the latest surveys had also been uploaded to the Responsible Persons' Corner on EMSD's website last November. Maintenance price figures for lifts at private residential and commercial premises were updated on a half-yearly basis. The next update would be available this May.

EMSD 7.3 Besides, EMSD had adopted the recommendation of the Advisory Committee to launch the Quality Lift Service Recognition Scheme and was preparing for its full implementation. The scheme aimed to encourage RPs for lifts to enhance the level of safety of their lifts through modernisation so as to make the operation of the lifts more effective, reliable and comfortable, and to strengthen the capabilities of RPs for lifts of private buildings (including property management companies) in managing their lifts to meet the users' demand for quality lift service. Certificates would be presented to the RPs for lifts who had met the criteria of the scheme as a token of encouragement and recognition. The assessment criteria included the extent of implementation of the seven safety enhancement solutions for aged lifts, the standard of lift management of the RPs and the suspension time of operation due to lift failure.

EMSD had engaged a consultant to formulate details for the scheme and would arrange meetings with the Working Group on Matters Relating to Responsible Persons to discuss the details. The scheme was intended to be launched in the first half of this year.

7.4 Regarding the Lift Modernisation Scheme and the installation of devices to prevent unintended movement of lift cars, EMSD:

(i) issued a circular (No.: 9/2017) on 2 June 2017, reminding registered lift contractors and registered lift engineers that proper maintenance, inspection, adjustment, testing or alteration of brakes should be carried out in accordance with the manufacturer's recommendations; requiring registered lift contractors to conduct the relevant risk assessments for the lifts maintained by them in order to avoid accidents arising from unintended movement of lift cars due to failure of brake systems; and advising RPs for lifts to carry out modernisation works accordingly.

EMSD (ii) had issued letters to RPs for aged lifts, making clear recommendations on the modernisation items for their lifts, particularly the installation of devices to prevent unintended movement of lift cars. Up to now, more than 2 700 letters had been issued, covering 12 000 lifts.

(iii) had set up a web page named "Lift Modernisation Resource Corner" to provide one-stop information.

EMSD hoped that the Working Group on Matters Relating to Responsible Persons would continue to provide valuable advice to help promote matters concerning modernisation works of lifts and escalators.

8. Progress Report on Matters Relating to the Trade (Agenda Item 7)

- EMSD 8.1 EMSD reported on the work progress of matters relating to the trade:
- I. To Attract New Blood to the Trade
- (i) EMSD together with the Lift & Escalator Contractors Association took part in the Education & Careers Expo 2018 held at the Hong Kong Convention and Exhibition Centre as well as the Vocational Training Council (VTC) Youth College Open Day 2018 at VTC's Youth College (Kwai Chung) to promote the career prospects of the lift and escalator trade in order to attract young people to join the trade.
- (ii) The Working Group also planned to produce promotional clips featuring the development and career ladders of the industry.
- (iii) EMSD had added the lift and escalator trade to the Pilot Co-operative Apprentice Training Scheme. EMSD would employ apprentices and send them to receive four-year training at participating contractors so as to nurture lift and escalator workers. In 2017, a total of five contractors took part in the scheme, with 27 apprentice places on offer. EMSD would continue with the scheme this year and a briefing session would be held on 26 January 2018.
- EMSD (iv) EMSD stated that the enrolment of apprenticeship, certificate and diploma courses related to lifts had markedly improved in recent years. Since VTC and the Construction Industry Council (CIC) jointly introduced the Earn & Learn Scheme in 2014, the number of new apprentices joining the industry had significantly increased from about 70 a year to over 250 a year starting from 2016. Moreover, the number of engineering graduates employed under the engineering graduate training scheme had also increased from seven in 2012 to 15 in 2017.
- II. Occupational Safety and Health of Workers
- (i) With respect to the suggestion of enlarging the area of the ventilation openings of lift shafts, the Buildings Department had drafted the relevant amendments in the Code of Practice for Building Works for Lifts and Escalators with consultation underway. Such amendments included:
- The area of the ventilation openings of lift shafts to be enlarged from 0.15 m² to 0.30 m²
- Requiring an access door to be provided to pits exceeding certain depth
- EMSD (ii) In collaboration with the Lift & Escalator Contractors Association and VTC, EMSD was developing a virtual reality training platform to strengthen occupational safety training of the trade.
- (iii) Recent industrial accidents:
- On 10 November 2017, an industrial accident occurred at New

World Centre in Tsim Sha Tsui where a worker got his leg stuck by the counterweight of a nearby lift during maintenance works. He was in a coma after being rescued and later died.

- On 15 November 2017, another unfortunate industrial accident occurred at King Lam Estate in Tseung Kwan O. The worker involved was stuck between the floor platform on G/F and a descending lift car. He was sent to hospital but remained unconscious on the way and later died.
 - On 23 November 2017, an industrial accident occurred in a building on Des Voeux Road West in Sheung Wan. A worker was hit on the head by a fallen concrete slab while carrying out maintenance works inside a lift pit. He was subsequently sent to hospital for treatment.
- (iv) EMSD was highly concerned about matters relating to industrial safety during lift works, and had collaborated with the Labour Department in a two-week (starting from 24 November 2017) Joint Special Enforcement Operation to step up enforcement at all work sites with lift works being undertaken. No contravention of LEO was identified in the special enforcement operation;
- (v) EMSD also proactively promoted matters relating to industrial safety, and had reported to the trade associations, Working Group on Matters Relating to Lift and Escalator Maintenance (comprised of representatives from trade associations, trade unions, VTC and EMSD) and CIC on the preliminary findings of the investigation into the accidents, and reminded the trade of the relevant safety requirements of lift works.

EMSD hoped that the Working Group on Matters Relating to the Trade would continue to provide valuable advice to help enhance work safety.

III. Phasing Out the Transitional Arrangements in Respect of the Qualification Requirements for Registered Engineers and Registered Workers

With the support of the Advisory Committee following a discussion at its meeting held on 6 February 2017, the following proposals for phasing out the transitional arrangements were submitted to the Legislative Council Panel on Development on 31 October with no objection from its members:

- (i) Repeal of higher diploma, higher certificate or equivalent for registered engineers in the first half of 2018;
- (ii) Repeal of recognition of sufficient experience and training by registered contractor for registered workers in the first half of 2018; and
- (iii) Repeal of registration for one or more, but not all, kinds of works for registered workers in the first half of 2023.

Such arrangements were proposed to be gazetted and tabled before the Legislative Council for negative vetting in February 2018.

9. **Latest Update on Registered Engineers and Registered Workers (Agenda Item 8)**

- 9.1 EMSD reported that as at December 2017, a total of 5 616 persons had successfully qualified as registered lift/escalator workers, and a total of 342 persons as registered lift/escalator engineers. EMSD added that in the previous year, the increase in the number of registered lift/escalator workers and engineers was comparable to that of newly installed lifts and escalators. Besides, on registration renewal, EMSD reported that 271 applications for renewal of registration as registered engineers were completed (accounting for 92% of the first batch of the 295 registered engineers requiring registration renewal). The numbers of applications for renewal of registration as registered workers being processed / completed in January and February were 462 (accounting for 96% of the 482 registered workers requiring registration renewal in January 2018) and 293 (accounting for 93% of the 316 registered workers requiring registration renewal in February 2018) respectively.

10. **Statistics on Reportable Incidents (Agenda Item 10)**

- 10.1 EMSD reported on the statistics on reportable incidents for every thousand lifts and escalators from 2012 to 2017. Compared with the previous year, there was a slight drop in the incident rates involving lift and escalator equipment faults in 2017. The cause for most of the incidents was improper use by passengers. EMSD would continue to carry out detailed analysis of the causes of the incidents and strengthen its targeted promotion and publicity efforts. EMSD would produce promotional clips on the safe use of escalators to deepen public understanding of the safe use of escalators.

A member suggested that attention should be paid to the safety concern posed to members of the public (particularly in districts with ageing population) by the speed of closing lift doors and escalators. After discussion, attendees generally agreed that public education and publicity were of the utmost importance.

11. **Any Other Business (Agenda Item 11)**

- 11.1 No other business was raised at the meeting.

12. **Date of Next Meeting**

- 12.1 The next meeting was scheduled for July 2018. Members would be informed of the exact meeting date in due course.
- 12.2 The meeting ended at 12:15 p.m.

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