

Minutes of the 14th Meeting of the Lift and Escalator Safety Advisory Committee (LESAC)

Date : 18 June 2019 (Tuesday)
Time : 2:30 p.m.
Venue : Room 7102, 7/F, 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
	Mr WONG Kai-hon, Charles	Member
	Mr WONG Ying-kit	Member
	Mr CHANG Wai-ip, Daniel	Member
	Mr CHOW Siu-fai	Member
	Ms LEE Ching-har	Member
	Mr LAI Hon-chung, Harry	Member
	Ms CHOI Wing-yee, Cornelia	Member
	Ms LEE Pui-yi, Rebecca	Member
	Mr LAI Chun-fai	Secretary
In attendance:	Ms LAI Wai-man, Iman	DEVB
	Mr LI Kwan-chi, Simon	Representative of LAU Chun-ming
	Mr KWOK Wing-yin	Representative of CHUI Chun-king, Simon
	Mr LAM Yiu-kwok	Representative of TING Tsan-kau, Chris
	Mr WONG Ka-chun	Representative of YUEN Hou-yee
	Mr POON Kwok-ying, Raymond	EMSD

Mr LAU Lik-kee	EMSD
Mr YIU Tak-tai, Boris	EMSD
Mr WONG Yin-kit, Jerry	EMSD
Mr CHUI Ka-chun, Wallace	EMSD
Mr Graham LUI	EMSD
Mr TONG Hon-ming	EMSD
Absent with apologies: Ms KWOK Fu-yung	Member

Action

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

- 1.1 The Chairman welcomed attendees to the 14th meeting of the Lift and Escalator Safety Advisory Committee (the Advisory Committee).

2. Confirmation of Minutes of the Last Meeting (Agenda Item 1)

- 2.1 Members did not raise any amendment to the minutes of the 13th meeting. The Chairman declared the minutes of the 13th meeting officially confirmed.

3. Matters on Declaration of Interests (Agenda Item 2)

- 3.1 The Chairman asked members to declare their interests first. If a member became aware that there might be a conflict between a matter to be discussed and his own interests, he should declare his interests. If the matter to be discussed only involved the overall interests of his sector, no declaration was required.

All attendees of the meeting stated that they did not have any potential conflict of interests over the matters to be discussed at this meeting.

4. Trade Survey Report (Agenda Item 3)

- 4.1 The latest round of trade survey was completed in March this year, with the purpose of understanding the pay trend and structure of lift/escalator workers, their working environment and mode of operation, factors and difficulties encountered by the trade which had affected the quality of maintenance services. The Secretary invited the representative from Aristo Market Research & Consulting Co., Ltd. to report on the results of the survey.

Members generally accepted the results of the latest trade survey and made the following comments for consideration in the next round of trade survey:

- Optimise the collection of data on salary and allowance of registered lift

and escalator workers to reflect and compare their actual income;

- EMSD ➤ Analyse the overtime hours of lift and escalator workers and the corresponding allowances payable to them.

5. Progress Report on Matters Relating to Responsible Persons (Agenda Item 4)

Mr WONG Ying-kit, Convener of the Working Group on Matters Relating to Responsible Persons, reported on the work progress of the Working Group. The discussion on the progress report at the meeting was as follows:

- EMSD 5.1 The EMSD had organised/conducted 31 talks and promotional activities to promote the safety of lifts/escalators and the responsibility of responsible persons (RPs) since January 2019, with more than 2 500 participants attended. The EMSD would also organise/conduct 19 similar talks and promotional activities in the coming three months to enhance the knowledge of RPs about the management of lifts and escalators, promote lift and escalator safety, promote modernisation works for lifts and escalators, and introduce the Lift Modernisation Subsidy Scheme (LIMSS), etc.

The EMSD had continued to maintain regular and close liaison with major RPs for lifts/escalators (e.g. MTR Corporation Limited, Housing Department, etc.) to promote enhancement of lift and escalator safety, including discussing the stepping up of publicity and promotional work on the safe use of escalators, promoting modernisation works for lifts and escalators, etc.

The EMSD had also continued to publish the *Lift and Escalator Newsletter* to enhance communication and information exchange with the trade, RPs and the public. The fifth issue would be released at the end of this year.

With regard to the modernisation of lifts, the EMSD had issued about 10 000 letters to advise the RPs for aged lifts to modernise their lifts, particularly to install devices to prevent unintended movement of lift cars. The EMSD had also stepped up broadcast of the TV APIs on "Modernisation of Lifts" through the Information Services Department.

As for the modernisation of escalators, the EMSD was producing publicity videos on "Modernisation of Escalators" and was planning to produce a new series of TV APIs on escalator safety.

- EMSD 5.2 The latest round of maintenance price survey on lifts at private residential and commercial premises (i.e. the first round of the price survey in 2019) was completed in March 2019, and the updated information was uploaded to the Responsible Persons' Corner on the EMSD website in May 2019. Maintenance price information would continue to be updated on a half-yearly basis, and the release date of the results of the next survey was tentatively scheduled for this November.

- 5.3 The Quality Lift Service Recognition 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. The scheme could also help 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 issued to the RPs for lifts who could meet the criteria of the scheme as a token of encouragement.
- EMSD The scheme was now in the final stage of preparation, and the work required included liaising with relevant property management companies or agencies, promoting the scheme to their members, formulating relevant details and application documents, producing posters, pamphlets and other promotional materials, and organising training courses for enrolment by qualified independent professionals.
- EMSD 5.4 The LIMSS aimed to facilitate building owners in expediting lift modernisation with a view to enhancing the safety level of aged lifts and further safeguarding public safety. It was expected that a quota of 1 200 lifts would be approved for modernisation in the first round of application, with priority set according to risk indicators for lifts. The results of the first-round application would be announced in the fourth quarter of 2019. The second-round application was tentatively scheduled to commence in the second half of 2019.
- EMSD 5.5 To assist RPs in engaging registered lift/escalator engineers to provide relevant professional services, e.g. lift/escalator examination, maintenance audit and engineering consultancy services, the EMSD consulted registered lift/escalator engineers in the first half of the year, and more than 40 of them agreed to publish their contact information for public inspection. In May this year, the EMSD uploaded on the Responsible Persons' Corner web page the contact information of the registered lift/escalator engineers, including Chinese and English names, registration numbers, contact telephone numbers and e-mail addresses, and whether they were employed by registered lift/escalator contractors. The EMSD would also update the name list regularly for public reference.
- EMSD 5.6 In order to optimise the Registered Lift and Escalator Contractors' Performance Rating System, the EMSD had collected and studied the views from Legislative Councillors, District Councillors, the media, members of the public and the trade in the process of reviewing the system. The EMSD reported to the Advisory Committee on the views collected and the response from the Department, and stated that it would conduct further review and formulate improvement proposals.
- 5.7 As adverse weather conditions might cause damage to lifts and increase the risk of passengers being trapped, the EMSD introduced the Guidelines for

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Responsible Persons for Lifts on Coping with Adverse Weather Conditions and uploaded them to the Responsible Persons' Corner in May this year. The guidelines set out four phases of preparatory work, namely "before arrival of typhoon season", "when typhoon is approaching", "during passage of typhoon and adverse weather conditions", and "after passage of typhoon and adverse weather conditions". The EMSD had sent the guidelines to the representatives of RPs by e-mails and would distribute the same to RPs via contractors. RPs for lifts might discuss with lift maintenance contractors to review the feasible improvement works and consider implementing related preparatory work / measures with the assistance of the contractors.

6. Progress Report on Matters Relating to the Trade (Agenda Item 5)

Mr KO Chi-wai, Gary, Convener of the Working Group on Matters Relating to the Trade, reported on the work progress of the Working Group. The discussion on the progress report at the meeting was as follows:

- 6.1 Through collaboration with the trade, the EMSD completed the review of and proposed amendments to the Code of Practice on the Design and Construction of Lifts and Escalators in October 2018. The final draft was passed to the trade and related departments for review in January 2019. The new version of the code of practice was expected to be issued in mid-2019.

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With regard to improving workers' working environment, the Buildings Department had included the working group's proposals for improving the ventilation design of lift shafts and machine rooms in the Code of Practice for Building Works for Lifts and Escalators, and conducted a final consultation with the Building Subcommittee in February 2019. The amendments included:

- Enlarging the area of the ventilation openings of lift shafts from 0.15 m² to 0.30 m²;
- An access door connected by a suitable staircase should be provided to pits exceeding the specified depth (2 m) to allow safe access and egress for workers; and
- A suitable and permanent working platform should be provided to pits exceeding the specified depth (3.5 m) to allow workers to carry out lift works.

- 6.2 To strengthen safety training for workers, the EMSD had formed a working group with the Lift and Escalator Contractors' Association and the Vocational Training Council (VTC), which had completed the production of virtual reality safety training courses in respect of "entering and leaving lift car tops" and "working on lift car tops", and made the courses available to registered contractors for training of workers. The working group was currently preparing training courses in respect of "entering and leaving lift pits" and "risk assessment of

working in machine rooms". The VTC also planned to run related training courses in the middle of this year by using virtual reality technology, which would enable workers to receive simulated training under different scenarios in a safe environment.

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As virtual reality safety training courses were among the recognised training courses on lift and escalator work safety, contractors could choose to arrange training for their workers. The EMSD proposed to impose a requirement that applicants should receive at least six-hour training in respect of lift work safety for new and renewal applications for registration in the future. Details would be announced and the proposal would be implemented within this year, with a grace period of about six months for the trade to make preparation.

EMSD

6.3 To encourage the management, frontline staff, members or trainees of the organisations in the lift trade to take the initiative to enhance the safety of lift/escalator work and to provide opportunities for exchange and learning, the EMSD had organised the Lift and Escalator Work Safety Video Clip Filming Competition 2018/2019. The final and the award presentation ceremony of the competition were held on 6 March 2019, with participation of about 180 members of the trade. The award-winning videos had been uploaded to the website for sharing and viewing by the trade.

6.4 The EMSD published in the Gazette on 10 August 2018 the Code of Practice for Lift Works and Escalator Works (2018 Edition) and the revised log book format. The new edition of the code of practice set out the requirements of "special maintenance" that lift contractors were required to conduct "special maintenance" twice a year for aged lifts that had not yet been installed with ascending car overspeed protection device, unintended car movement protection device or double brake system, or to implement the recommendations of lift manufacturers to ensure the safe operation of such lifts. The purpose of introducing the requirements was to enhance the maintenance and safety of aged lifts.

Contractors should record maintenance work in log books with an improved format to list the important protective components involved in each round of maintenance, and submit the scheduled date, time, inspection results and data of the special maintenance to the EMSD via an online platform so as to step up the corresponding spot checks.

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To allow the trade and stakeholders sufficient time for preparation and collaboration, there would be a grace period of about six months before the relevant measures came into full implementation on 1 February 2019. As of March 2019, the EMSD conducted more than 200 inspections on "special maintenance" work and about 4 000 inspections on log books with an improved format. It was found that the measures were smoothly implemented in general. The EMSD would continue to keep an eye on the inspections and conduct follow-ups and reviews in a timely manner.

EMSD 6.5 To further promote the modernisation works, the EMSD was now initiating a study of the feasibility of mandating the lift modernisation works. The EMSD would make reference to the relevant experiences of other countries as well as the implementation and enforcement of similar legislation in Hong Kong, and take into account the impact on the community and the trade. In this regard, the EMSD would consult the public, members and the trade in due course and submit proposals.

6.6 The enrolment of apprenticeship, certificate and diploma courses related to lifts and escalators had improved in recent years. According to the VTC, the number of students admitted to its training courses on lifts and escalators was more than 200 in 2015 and exceeded 250 from 2016 to 2018. Besides, the VTC launched a new evening certificate course on lifts and escalators in 2016, which had attracted an enrolment of over 170 students so far and 43 of them had successfully graduated.

EMSD In order to attract new blood to the trade, the EMSD had produced a 30-second advertising video clip using the four promotional video clips under the title "Path for Development" produced and uploaded on the EMSD website in 2018. The video clip would be promoted to young people in the form of advertisement on YouTube between March and August 2019.

The VTC held an open day at Youth College (Kwai Chung) on 8 March 2019. A brief meeting was arranged on that day to introduce to about 100 young students the lift and escalator trade and related new technologies, and to share the career ladders of the trade.

EMSD The EMSD had launched a new round of "Pilot Cooperative Apprentice Training Scheme" to recruit apprentices, who would then be deployed to participating contractors for training for a period of four years so as to acquire sufficient experience and qualifications for application as registered lift and escalator workers.

The Lift and Escalator Contractors' Association also planned to approach the careers guidance officers of schools for opportunities to introduce the career prospects in the lift and escalator trade to young people.

7. Latest Update on Registered Engineers and Registered Workers (Agenda Item 6)

The EMSD reported that as at May 2019, the number of registered lift/escalator workers was 5 682 and the number of registered lift/escalator engineers was 356.

8. Statistics on Reportable Incidents (Agenda Item 7)

The EMSD reported on the statistics on reportable incidents for every thousand lifts and escalators from 2015 to April 2019. The total number of lift and

escalator incidents was generally stable.

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In view of the previous rising trend of uneven levelling and unintended movement of lift cars, the EMSD had introduced special maintenance and increased inspection frequency. The situation was improved significantly in 2019. Besides, as the percentage of escalator incidents involving component failure had increased compared with the previous year, the EMSD would step up inspections in this regard.

9. Any Other Business (Agenda Item 8)

- 9.1 Since this was the last meeting of the third term of the Advisory Committee, the Chairman thanked all members for their participation and valuable advice to the EMSD in continuously improving the safety of lifts and escalators in Hong Kong. The Chairman hoped that members of the new term would continue to assist the EMSD in tackling new challenges.

10. Date of Next Meeting

- 10.1 The next meeting was scheduled for January 2020. Members would be informed of the exact meeting date in due course.
- 10.2 The meeting ended at 4:30 p.m.