

Minutes of the 5th Meeting of the Lift and Escalator Safety Advisory Committee (LESAC)

Date: 6 February 2015 (Friday)
 Time: 2:30 p.m.
 Venue: Room 7102, EMSD Headquarters, 3 Kai Shing Street, Kowloon Bay

Present:

Dr. POON Lok-to, Otto	Chairman
Mr. YEUNG Man-kai, Gary	Member
Mr. CHUNG Fuk-wai, Simon	Member
Mr. KUOK Hoi-sang	Member
Mr. LI Kwan-chi, Simon	Member
Mr. TSE King-wa	Member
Mr. WONG Kai-hon, Charles	Member
Mr. KWOK Sai-wang	Member
Mr. YU Siu-fai, Ivan	Member
Mr. LUI Kam-tong	Member
Mr. CHUI Chun-king, Simon	Member
Mr. LEUNG Man-kwong	Member
Ms. LI Tsau-ha, Jessica	Member
Mr. SIT Wing-hang, Alfred, JP	Member
Ms. WAN Siu-ling, Emily	Member

In attendance:

Mr. Kevin CHENG	Building Services Operation and Maintenance Executives
Ms. Angela YUEN	Construction Industry Council
Mr. CHAU Kwok-leung, Wilson	Development Bureau
Mr. PANG Yiu-hung, Eric	EMSD
Mr. CHEUNG Kim-ching	EMSD
Mr. CHONG Kwok-kee	EMSD
Mr. LEE Hok-yin, Arthur	EMSD
Mr. NG Tak-hei	EMSD

Absent with :	Mr. WAN Chun-wah, Martin	Member
apology	Mr. TO Wing, Christopher	Member
	Ms. CHOI Ngar-chun, Ada	Member

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

- 1.1 Members did not raise any amendment to the minutes of the 4th meeting. The Chairman declared the minutes of the 4th meeting officially confirmed.

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

- 2.1 All members confirmed that they did not have any potential conflict of interests over the matters to be discussed at this meeting.

3. **Progress Report by the Working Group on Matters Relating to Responsible Persons (Agenda Item 3)**

Mr. YEUNG Man-kai, the convener for the Working Group on Matters Relating to Responsible Persons, reported on the group's progress of work. The discussion on the progress report at the meeting was as follows:

- 3.1 Publicity to Improve Responsible Persons' Understanding of Their Responsibilities

Between 2013 and end 2014, a total of 45 talks were organised by EMSD on a range of subjects, including the duties of responsible persons for lifts and escalators, selection of lift and escalator contractors, safe use of lifts and escalators, management of lift and escalator maintenance, modernisation of aged lifts, lift and escalator contractors' performance rating system, and the pricing of lift maintenance works, etc. There was a second talk on innovative technology organised by EMSD on 10 December 2014. Additionally, a number of other publicity and promotion projects were also rolled out by EMSD, which included:

- (i) A 30-second TV announcement on preventing the overloading of

lifts was produced and broadcast on TV channels and on the internet from November 2014;

- (ii) Ambassador visits were made to private buildings with lifts whose service life was over 40 years;
- (iii) On the two open days organised by EMSD in November 2014, booths were set up to provide information on how to manage lift and escalator maintenance and how to select a contractor. The lift and escalator trade also promoted and publicised the trade at the booths to attract new blood;
- (iv) The E&M Safety Carnival was held at Fa Hui Park on 6 – 7 December 2014 to raise awareness about electrical and mechanical safety and energy efficiency.

3.2 EMSD would continue to enrich the information provided on the webpage of Responsible Persons' Corner, contents of which included the maintenance price information of lifts at private and government premises, sample contracts for procurement of lift and escalator maintenance services, guidance notes/guidelines for responsible persons, TV announcements, Contractors' Performance Rating, and the Guidelines on Safety of Lift Shaft Works – Volume 3, etc. EMSD has linked the webpage of Responsible Persons' Corner to that of Home Affairs Department – Building Management to facilitate ease of access by the public.

EMSD 3.3 Since the abrupt lift stoppage due to the activation of its safety system was often mistaken to be a plunge by passengers, EMSD would produce a short video during the year to eliminate public misunderstanding and enable them to have the correct understanding that the so-called "plunge" under such circumstance was actually a normal reaction in the proper functioning of the lift's safety system.

EMSD 3.4 To further promote the modernisation of aged lifts in private buildings, a member suggested that EMSD make reference to the Quality Water Recognition Scheme for Buildings of the Water Supplies Department, and devise a scheme to give recognition to modernised lifts and quality lift service. EMSD agreed to study the suggestion, and would discuss the matter in detail at the meetings of the Working Group on Matters Relating to Responsible Persons.

EMSD 3.5 Publication of Maintenance Price Data of Lifts

Maintenance price data of lifts at private residential buildings was published on EMSD webpage on 25 November 2014 for public reference. The relevant price data would be updated around once every six months. In addition, EMSD had commenced the survey on the maintenance price data of lifts at private commercial buildings,

with results due to be published in mid-2015 in a similar mode to that of private residential buildings.

3.6 Review on the Format of the Use Permit

Considering that no case of forged use permit had been found to date and that EMSD had kept a detailed record of the expiry dates of all use permits, the Working Group on Matters Relating to Responsible Persons believed that there was no market incentive to forge the use permits, and hence suggested that addition of security features to the use permits was not necessary. Members agreed with the working group's suggestion and resolved that the existing format of the use permit be maintained.

4. Progress Report by the Working Group on Matters Relating to the Trade (Agenda Item 4)

Mr. CHUNG Fuk-wai, 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:

4.1 Lift and Escalator Trade Survey

EMSD had completed the scrutiny of the report, and the survey results were reported to the trade in August 2014. Trade members in general agreed with the survey results of the report. EMSD had set up the Working Group on Matters Relating to Lift and Escalator Maintenance to follow up on relevant matters, such as ways to attract new blood to the trade, contents of the training courses and improvement of the work environment. Members of the working group included representatives from the EMSD, Hong Kong Union of Lift and Escalator Employees, Lift and Escalator Contractors' Association, Registered Elevator and Escalator Contractors Association Limited and Vocational Training Council. Two working group meetings had been held on 5 December 2014 and 30 January 2015 respectively.

4.2 Sharing Talk on New Maintenance and Repair Technologies

EMSD hosted the second talk on innovative technology on 10 December 2014. Trade members were invited to present new technological options to property management associations, government bodies, and owners' representatives with the view to promoting the application of new technologies and thereby enhancing the standards and efficiency of maintenance services. Items introduced at the talk included:

- A pilot scheme for lift remote monitoring and testing;
- Lift designs that could facilitate emergency escape;
- Control of lifts for new generation barrier-free access ;
- Matters for consideration with regard to lifts modernisation and related latest technologies; and
- Automated pedestrian footbridge

4.3 Application of New Technologies

EMSD 4.3.1 In promoting the application of new technologies, EMSD had begun piloting the remote monitoring and maintenance device on the lifts at Shun Lee Disciplined Services Quarters in Kowloon since November 2014 to enhance the standards of maintenance and repair services and to reduce the frequency of regular on-site maintenance. The pilot would last for one year and an evaluation of its effectiveness would be conducted subsequently.

EMSD 4.3.2 With respect to stability control requirement for escalators stopped by a remote brake, EMSD would review with the trade the feasibility of the relevant technology. If it was to be implemented, the relevant requirement would be added to the Code of Practice upon its next revision.

EMSD 4.4 Survey on Maintenance Time for Lifts

Site inspections by EMSD had commenced on 23 December 2014 to ascertain the maintenance items and the time required, with the Vocational Training Council invited as the technical consultant. The findings of the survey were due to be announced upon the completion of the survey by April 2015.

4.5 Occupational Safety and Health of Workers

EMSD 4.5.1 Improving Design of Access to Lift Shaft and Lift Pit

EMSD and the Lift and Escalator Contractors' Association had suggested to the Buildings Department that amendments be made to the Code of Practice for Building Works for Lifts and Escalators. It was suggested that an access door be provided for a pit with a depth of over 2 metres, and sufficient space be allowed between lifts in the shared lift shaft. The Buildings Department, which replied in October 2014, was reviewing the suggestion. EMSD would continue to follow up with the Buildings Department.

EMSD 4.5.2 Addition of Air-conditioner on Car Top

The addition of an air-conditioner on the car top was not recommended because the space for working platform on the car top would then be reduced, causing obstruction to maintenance work and increased risk to workers conducting the works, not to mention the problems that would be created with regard to heat dissipation and water condensation, etc. The addition of an air-conditioner on the car top should comply with the Code of Practice on the Design and Construction of Lifts and Escalators. EMSD would issue a circular to remind registered contractors of the relevant requirements.

EMSD 4.5.3 Work Safety Improvement Suggestion Competition

The preliminary round of the 4th Work Safety and Conditions Improvement Suggestion Competition had been held on 20 November 2014. Four teams advanced to the final to be held on the evening of 6 February 2015. There would be a prize presentation ceremony afterwards.

EMSD 4.5.4 Suggestions by Working Group on Matters Relating to Lift and Escalator Maintenance

The group suggested that suitable space be provided for lifts installed at footbridges for storage of maintenance tools (such as fences, ladders, and warning signs, etc.), and that the ventilation of the machine rooms of lifts and escalators, and lift shafts be improved. EMSD was following up on the suggestions.

5. The Numbers of Registered Engineers and Registered Workers (Agenda Item 5)

EMSD reported that as at December 2014, a total of 5 222 persons had successfully qualified as registered lift/escalator workers, and a total of 308 persons as registered lift/escalator engineers.

EMSD A member pointed out that the trade needed manpower to carry out the installation works of new lifts and escalators as well as lift modernisation works. The Lift & Escalator Contractors Association would collect the total manpower requirements of its members over the next few years to The Hong Kong Federation of Electrical and Mechanical Contractors Limited, which would be referred to the Development Bureau. EMSD would liaise with the Lift & Escalator

Contractors Association for a more comprehensive understanding of the manpower demand in the trade.

6. Review on Incidents (Agenda Item 6)

EMSD EMSD stated that there were a total of 437 reported cases of lift incidents received in 2014. The main cause of the incidents was improper use by passengers, whereas four cases of incidents were due to equipment failure. The total number of lift incidents was higher than that in the year before last. The rise was believed to be mainly due to EMSD's stepped-up promotional campaign in recent years following the implementation of the new ordinance, resulting in greater safety awareness among the responsible persons. The responsible persons would take the initiative to report to EMSD despite the relatively minor nature of the incidents. In respect of escalators, there were 1 530 escalator incidents in 2014, all of which were attributed to improper use by passengers. No incident was caused by equipment failure. EMSD would have a detailed analysis of the causes of the incidents and strengthen its targeted promotion and publicity efforts.

EMSD A member suggested that EMSD should indicate in the report the average numbers of incidents for each lift and escalator, so as to reflect the effect brought about by the increase in the numbers of lifts and escalators. Another member suggested that the speed of escalators be slowed down and safety announcements be broadcast repeatedly next to the escalators to remind passengers to hold the handrails, which could reduce the number of escalator incidents.

7. Any Other Business (Agenda Item 6)

EMSD 7.1 EMSD indicated that in order to further improve the performance monitoring (PM) points scheme for registered contractors, the PM point items and their definitions were being reviewed. The review was expected to be completed by mid-2015. Upon completion of the review and implementation of the new PM points scheme, EMSD would proceed with the corresponding review of the Contractors' Performance Rating scheme.

8. Date of Next Meeting

8.1 The next meeting will be held in July 2015. Members will be informed of the date of next meeting in due course.

8.2 The meeting was adjourned at 4:30 p.m.