

Minutes of the 6th Meeting of
the Lift and Escalator Safety Advisory Committee (LESAC)

Date: 3 July 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. KWOK Sai-wang	Member
	Mr. LI Kwan-chi, Simon	Member
	Mr. YU Siu-fai, Ivan	Member
	Mr. WAN Chun-wah, Martin	Member
	Ms. CHOI Ngar-chun, Ada	Member
	Mr. SIT Wing-hang, Alfred	Member
	Ms. WAN Siu-ling, Emily	Member

Representatives of	Mr. Sam HUI	(Present on behalf of member Mr. KUOK
Members present:		Hoi-sang)
	Mr. LEE Ching-shan	(Present on behalf of member Mr. TSE
		King-wa)
	Mr. NG Wai-kin	(Present on behalf of member Mr.
		WONG Kai-hon, Charles)
	Ms. LEUNG Suk-yan, Sally	(Present on behalf of member Mr. TO
		Wing, Christopher)
	Mr. CHOW Siu-fai	(Present on behalf of member Mr. LUI
		Kam-tong)

In attendance:	Mr. VY Ek Chin	Development Bureau
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Mr. PANG Yiu-hung, Eric	EMSD
Mr. CHU Kei-ming, Barry	EMSD
Mr. CHONG Kwok-kee	EMSD
Mr. LEE Hok-yin, Arthur	EMSD
Mr. CHUI Ka-chun, Wallace	EMSD
Mr. LUI Graham	EMSD

Absent with : apologies	Mr. CHUI Chun-king, Simon	Member
	Mr. LEUNG Man-kwong	Member
	Ms. LI Tsau-ha, Jessica	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 5th meeting. The Chairman declared the minutes of the 5th meeting officially confirmed.

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

- 2.1 All members and representatives of members present at the meeting 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, convener of 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

EMSD

- From 2013 till the middle of this year, a total of 49 talks had been organised by EMSD on a range of subjects, including the duties of responsible persons, how to manage and select contractors, modernisation of aged lifts, briefing on the pricing of lift maintenance works and the Guidelines on Safety of Lift Shaft Works - Volume 3, etc.
- The second talk on innovative technologies in lifts and escalators had been organised on 10 December 2014 to enable the responsible persons to learn more about new technologies in lifts and escalators and encourage them to proactively apply such technologies so as to enhance the efficiency and effectiveness of maintenance work and alleviate the manpower problem. A third talk on innovative technologies in lifts and escalators was planned to be organised in October 2015.
- EMSD had participated in the Building Safety Week organised by the Buildings Department on 14 March 2015 to educate members of the public on how to select lift and escalator contractors and to promote modernisation of aged lifts.
- A promotion leaflet had been produced to publicise the web page of "Responsible Persons' Corner". When sending use permits by post to the responsible persons for lifts and escalators, the leaflet would be enclosed for reference.
- To dispel the public's doubt about the safety of lifts, EMSD was producing promotional video to educate the public that lift stoppage due to the activation of its safety system might be mistaken to be a plunge by passengers.
- EMSD had introduced the safety of lifts and escalators on the Pleasure & Leisure programme aired on 1 July this year.
- In recent years, more industrial buildings had been converted for other uses, leading to many lifts originally intended for transport of freight being used mainly for carrying passengers. Freight lifts, which were designed in accordance with relevant standards then, had lower average floor loading capacity than passenger lifts. If these freight lifts were used to carry passengers, they were more prone to overloading. EMSD had issued letters to the relevant responsible persons for lifts, reminding them to take appropriate measures to prevent overloading of freight lifts. EMSD also

appealed to members in the meeting to convey this message about safety of freight lifts to the parties concerned.

3.2 Release of Lift Maintenance Prices

EMSD

The new round of survey on the maintenance prices of lifts in private residential premises and the first survey on the maintenance prices of lifts in private commercial premises had been completed in May this year. Results of the surveys had also been presented to members of the Lift and Escalator Safety Advisory Committee on 6 May, and made available in the Responsible Persons' Corner on EMSD's website on 27 May. Responsible persons for lifts might make reference to the released figures when engaging registered lift contractors for provision of lift maintenance services to consider if the maintenance price was commensurate with the services specified in the maintenance contract.

The latest survey results showed that the lift maintenance price in private residential premises was generally higher than that of the last round of survey. Maintenance prices of lifts in private residential and commercial buildings were updated on a half-yearly basis. The results of the next survey would be released in November this year.

3.3 Checklist for Handover and Takeover of Lift/Escalator Maintenance

EMSD had consulted the trade on the handover and takeover of lift/escalator maintenance from February to May this year, and had issued a circular (Circular No. 05/2015) to all registered lift or escalator contractors about the proposed arrangement on 26 May this year. The circular had also been enclosed with a "Checklist for Handover and Takeover of Lift/Escalator Maintenance" to facilitate responsible persons for lifts and escalators to manage the transfer of those records and maintenance duties when lift and escalator maintenance services were handed over from one contractor to another. The above circular and checklist were available for download in the Responsible Persons' Corner on EMSD's website.

3.4 Quality Lift Service Recognition Scheme

- Objectives
 - To encourage the responsible persons 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;
 - To enhance the capabilities of responsible persons for lifts of private buildings (including property management companies) in managing their lifts to meet the users' demand for quality lift service; and
 - Qualified applicants would be presented with certificates with relevant ratings in recognition of their achievements in lift modernisation as well as their dedication to continuous provision of quality lift management service.
- Assessment Criteria
 - The extent of implementation of the seven safety enhancement solutions for aged lifts (50%)
 - The standard of lift management of the responsible persons (30%)
 - The suspension time of operation due to lift failure (20%)
- Pilot Scheme
 - An Assessment Panel comprising EMSD, property management associations, lift contractor associations and professional bodies would be formed for devising the assessment details;
 - A pilot recognition scheme would be carried out for 100 private buildings (divided into two groups by age of over and below 20 years);
 - Assessment by the Panel; and
 - A star rating system based on the points calculated would be adopted.
- Members expressed support for the Recognition Scheme and EMSD would follow up the work on the formation of the Panel for devising the assessment details.

EMSD

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

Upon completion of the scrutiny of the report by EMSD, the survey results had been reported to the trade in August 2014. Trade members had generally agreed with the survey results. EMSD had subsequently set up the Working Group on Matters Relating to Lift and Escalator Maintenance to follow up on the results of the lift and escalator trade survey. Working group meetings had been held on 5 December 2014, 30 January 2015 and 1 June 2015 respectively.

EMSD would continue to conduct similar trade surveys. Engagement of a professional consultant was expected to commence within this year.

4.2 To Attract New Blood to the Trade - Promote and Publicise the Image of the Construction Industry

To attract new blood to the trade, and to promote and publicise the image of the construction industry, "Dreams Come True II" had been broadcast in December 2014.

EMSD, together with other electrical and mechanical trade organisations and the Vocational Training Council (VTC), had organised the "Electrical and Mechanical (E&M) Trades Expo - Good Life Planning" at the VTC Kwai Chung Training Centre Complex on 6 - 7 March 2015, with more than 5 000 participants.

VTC was now planning a new three-year evening certificate course on lifts and escalators for application by persons who had joined the trade for some time but had no certificate, so as to fulfil the requirements of becoming registered workers. Admission for the new course would commence in the 2015-16 academic year. Applicants should be aged over 23 and possess one-year work experience on lifts and escalators as well as an educational level of Secondary 3.

4.3 Sharing Talk on New Maintenance and Repair Technologies

EMSD

To promote the application of new technologies in lifts and escalators, further alleviate the manpower shortage in the trade, and enhance the quality of lifts and escalators, EMSD planned to organise the next talk on innovative technologies in

lifts and escalators in October 2015.

EMSD

In November 2014, EMSD had launched a one-year pilot scheme for lift remote monitoring and testing of 15 lifts of 4 buildings at Shun Lee Disciplined Services Quarters in Kowloon. After the installation of the system, the standard of monitoring had improved and the frequency of on-site maintenance visits had been reduced from weekly to monthly to relieve manpower demand. Preliminary results showed that despite the decrease in regular maintenance visits, the average fault repair time, the monthly average failure rate per lift and the monthly average lift-trapping rate had all improved. EMSD would conduct a comprehensive assessment and provide a summary of the scheme at the end of the pilot period.

4.4 Survey on Maintenance Time for Lifts

The consultant of EMSD had completed the site inspections to ten registered contractors and reported the findings to the relevant workers' unions, trade associations and the Working Group on Matters Relating to Lift and Escalator Maintenance respectively.

The data obtained from the inspections was generally in line with those set out in the log-book analysis and submissions from lift contractors. It was therefore considered that the average time for periodic maintenance as projected by the survey was reasonable and reliable.

The consultant of EMSD had indicated that the maintenance plans prepared by all the registered contractors met the requirements set out in the Code of Practice on the Design and Construction of Lifts and Escalators (the CoP) issued by EMSD. The consultant had also shared his views and recommendations for improvement concluded from the site inspections for reference by the registered contractors.

4.5 Occupational Safety and Health of Workers

EMSD

Last year, EMSD had organised the Lift and Escalator Work Safety Improvement Case/Proposal Competition 2014/2015 to raise the standard of occupational safety and health of the trade.

Regarding the addition of an air-conditioner on the car top, the Working Group on Matters Relating to the Trade did not advise contractors to do so because the space for working platform on the car top would then be reduced, causing obstruction to maintenance work and posing more risks to workers at work, not to mention the problems that would be created with regard to heat dissipation and water condensation. EMSD had issued a circular to remind registered contractors that the addition of an air-conditioner on the car top must comply with the requirements under the relevant Code of Practice of EMSD.

Besides, the Working Group had supported the improvement arrangements for working in hot environment in the Guidelines on Site Safety Measures for Working in Hot Weather issued by the Construction Industry Council.

At the same time, EMSD had also recommended that the Highways Department include the requirements of providing enough space for storage of frequently used tools (e.g. fences and ladders) into its relevant guidelines for lift design.

According to the relevant international standards and the design requirements common in Hong Kong, EMSD would propose to the Buildings Department that amendments to the Code of Practice for Building Works for Lifts and Escalators be considered, e.g. enlarging the area of the ventilation openings of lift shafts and adding temperature and air change requirements for lift machine rooms, etc., so as to improve the working environment of lift shafts and machine rooms from the design perspective.

5. Latest Progress on Registered Engineers and Registered Workers (Agenda Item 5)

- 5.1 EMSD reported that as at 30 June 2015, a total of 323 persons had successfully qualified as registered lift/escalator engineers, and a total of 5,265 persons as registered lift/escalator workers.
- 5.2 EMSD welcomed collaboration with the trade in jointly launching promotional activities to attract new blood to join the lift and escalator trade and register as registered lift/escalator engineers and registered lift/escalator workers.

6. Statistics on Incidents (Agenda Item 6)

6.1 EMSD stated that there were a total of 158 reported cases of lift incidents received as at May 2015. The main cause of the incidents was improper use by passengers which accounted for 154 cases, whereas three cases of incidents were attributed to equipment failure and one case of incident involved an accident of a lift worker. In respect of escalators, there were a total of 664 reported cases of escalator incidents as at May 2015. The main cause of the incidents was improper use by passengers which accounted for 661 cases, whereas the remaining cases of incidents were attributed to equipment failure which accounted for three cases.

EMSD 6.2 EMSD would step up publicity and public education on the safe use of lifts and escalators and at the same time enhance inspections to the lifts and escalators in Hong Kong to ensure safety.

7. Any Other Business (Agenda Item 7)

7.1 Review on Performance Monitoring (PM) Points Scheme for Contractors
EMSD EMSD had delivered the revised draft of the PM Points Scheme for Contractors to the Lift and Escalator Contractors' Association (LECA) and the Registered Elevator and Escalator Contractors Association Limited (REECAL) for their comments in May 2015. After collecting the comments, EMSD would make final amendments to the draft, with an aim to launch the new points scheme in 2015.

Major revisions to the new PM Points Scheme for Contractors included:

- (i) Addition of the requirement to record points for damage/abrasion/insecure termination of suspension ropes;
- (ii) Addition of the requirement to record points for "unintended car movement";
- (iii) Addition of the requirement to record points for irregularities concerning machine-room-less lifts; and
- (iv) Addition of the requirement to record points for late submissions to EMSD of

statutory forms/documents/information from registered contractors.

8. Date of Next Meeting

8.1 Members would be informed of the date of next meeting in due course.

8.2 The meeting was adjourned at 5:00 p.m.