

安全使用

建築工地升降機及 塔式工作平台



機電工程署

現行條例

在本港，任何建築工地升降機與塔式工作平台，無論在設計、建造、安裝、保養、測試、檢驗或使用方面，均受建築工地升降機及塔式工作平台（安全）條例所規管，而且須取得機電工程署署長的批准。

誰是擁有人？

建築工地升降機或塔式工作平台的擁有人，是指：

- (a) 擁有此等裝置的人；或
- (b) 此等裝置若屬租用者，則指其承租人，並包括：
 - (i) 任何代理人或掌管、控制或管理此等裝置的人士；以及
 - (ii) 正在使用此等裝置的建築工地負責承建商。

擁有人的責任

擁有人須長期聘用註冊承建商，並須確保升降機工程在註冊承建商或註冊檢驗員監督下方可進行。擁有人亦須確保建築工地升降機或塔式工作平台由合資格的操作員負責操作。

甚麼人可進行「升降機工程」？

「升降機工程」是指與建築工地升降機或塔式工作平台的安裝、投入運作、測試、保養、修理、更改或拆卸有關的任何工程。

只限下列人士方可進行升降機工程：

- (a) 註冊檢驗員；
- (b) 身為合資格人員並屬
 - (i) 註冊承建商的人士；或
 - (ii) 合夥（該合夥為註冊承建商）成員的人士；

- (c) 註冊承建商所僱用的合資格人員；或
- (d) 在升降機工程進行的工地由 (a) 、 (b) 或 (c) 段所述人士直接監督的人員。

所有從事升降機工程的「承建商」及「檢驗員」必須向機電工程署署長註冊。

在安裝前須取得批准

建築工地升降機及塔式工作平台在安裝前須取得機電工程署署長的批准。

有關註冊承建商應：

- (a) 提交基本設計的詳細資料、操作及保養手冊，以及所需的有關測試證明書；
- (b) 就首次安裝取得機電工程署署長的書面批准；
- (c) 就其後進行的任何重新安裝通知機電工程署署長。

安全使用建築工地升降機及塔式工作平台

為確保安全起見，建築工地升降機或塔式工作平台的乘客應遵守下列事項：

如欲乘搭升降機或工作平台，應按召喚按鈕並在層站等候

遵照升降機操作員的指示

不要使升降機吊籠或工作平台超載


不要操作升降機吊籠內或工作平台上任何裝置

當升降機吊籠或工作平台尚未到達層站時，不要操作閘門

如被困在升降機吊籠內或工作平台上應怎樣做

如遇建築工地升降機或工作平台發生電力或機械故障，乘客應保持鎮定，並在升降機吊籠內或工作平台上耐心等待救援。升降機操作員應按動緊急警鐘，令救援人員注意。切勿在沒有救援人員的指導及協助下，企圖自行逃出。

檢驗與保養

工作性質	應於何時進行？	應由甚麼人員負責？
測試及檢驗	(a) 每次安裝之後 (或每次重新安裝之後) (b) 在主要更改工程之後 (c) 在更改移動高度之後 (d) 每隔不超過6個月	註冊檢驗員 
保養	每隔不超過7天進行例行保養	註冊承建商

註冊承建商應備存一本工作日誌，詳列任何曾進行的修理、大修及例行保養的資料

最高罰則 任何人如有非常嚴重的違法行為，可被判罰款 200,000 元，另加每日罰款 1,000 元及監禁 12 個月。

查詢 如有查詢，可致函
 九龍啟成街 3 號
 機電工程署一般法例部
 或致電 1823

SAFE USE

OF A BUILDER'S LIFT AND TOWER WORKING PLATFORM



Electrical and Mechanical Services Department

ORDINANCE IN FORCE

The design, construction, installation, maintenance, test, examination and use of any builder's lift and tower working platform in Hong Kong are governed by the Builders' Lifts and Tower Working Platforms (Safety) Ordinance and to be approved by the Director of Electrical and Mechanical Services.

WHO IS THE OWNER ?

The owner of a builder's lift or tower working platform is any person who

- (a) owns it; or
- (b) where it is leased, is the lessee of it, and includes-
 - (i) any agent or person in charge or having the control or management of it; and
 - (ii) the contractor who is responsible for the construction site where it is being used.

DUTIES OF OWNER

The owner should, at all times, retain the services of a registered contractor and must ensure that no lift work is carried out except under the supervision of a registered contractor or a registered examiner.

The owner should ensure that the builder's lift or tower working platform is operated by competent operators.

WHO CAN CARRY OUT 'LIFT WORK' ?

'Lift work' means any kind of work connected with the installation, commissioning, testing, maintenance, repair, alteration or demolition of a builder's lift or tower working platform.

No Person should carry out lift work other than -

- (a) a registered examiner;
- (b) an individual who is -
 - (i) a registered contractor and is a competent worker; or

- (ii) a member of a partnership that is a registered contractor, and is a competent worker;
- (c) a competent worker employed by a registered contractor; or
- (d) a worker directly supervised, at the site where the lift work is being carried out, by a person referred to in (a), (b) or (c).

All 'contractors' and 'examiners' for lift works must be registered with the Director of Electrical and Mechanical Services.

APPROVAL BEFORE INSTALLATION

No installation of a builder's lift or tower working platform should be carried out unless approved by the Director of Electrical and Mechanical Services.

A registered contractor should -

- (a) submit the basic design details, operation and maintenance manuals, and relevant test certificates as required;
- (b) obtain written approval for first installation from the Director of Electrical and Mechanical Services.
- (c) notify the Director of Electrical and Mechanical Services for any subsequent reinstallations.

SAFE USE OF A BUILDER'S LIFT AND TOWER WORKING PLATFORM

For the safe use of a builder's lift or tower working platform, passengers should observe the following:

Use call buttons and wait at landing when requesting service

Follow the instructions of the lift operator

Do not overload the lift cage or the platform

Do not operate any devices inside the lift cage or on the platform

Do not operate the gate when the lift cage or the platform is not at the landing level

WHAT TO DO WHEN TRAPPED INSIDE LIFT CAGE OR ON PLATFORM

In case of electrical or mechanical failure of the builder's lift or the tower working platform, passengers should remain calm inside the lift cage or on the platform and wait for rescue. The lift operator should alert the rescue personnel by actuating the audible emergency alarm. Do not escape by yourself without the guidance and assistance of the rescue personnel.

EXAMINATION AND MAINTENANCE

Nature of work	When should it be carried out?	Who should carry it out?
Test and examination	<ul style="list-style-type: none">(a) after each installation (or reinstallation)(b) after major alterations(c) after alteration of height of travel(d) at intervals not exceeding 6 months	registered examiner
Maintenance	routine maintenance at intervals not exceeding 7 days	registered contractor



A registered contractor should retain a log book recording any repairs, overhaul and routine maintenance that have been carried out.

MAXIMUM PENALTIES

A person who commits a very serious offence is liable to a fine of \$200,000 plus a daily fine of \$1,000 and to Imprisonment for 12 Months.

ENQUIRIES

Please ring 1823, or write to
General Legislation Division,
Electrical and Mechanical Services Department,
3 Kai Shing Street, Kowloon.