



MINISTRY OF
MANPOWER



Building and Construction Authority

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**All Lift Owners, Contractors (Including Lift Contractors),
Building Owners, Lift Maintenance Specialists, and Other Interested Parties**

**Ministry of Manpower (MOM) & Building and Construction Authority (BCA) Joint
Circular on Safety of Workers during Repair or Maintenance of Lifts**

In February 2021, a worker was carrying out lift maintenance works on top of the lift car when the lift ascended and trapped him against a structure within the lift hoist-way. The worker was pronounced dead at the scene of the accident.

2 When carrying out **lift maintenance or repair works**, stakeholders are reminded to adopt the necessary measures to ensure the safety of workers and prevent similar accidents from recurring:

A) Reminder to Lift Owners

Ensuring Safety of Lift Technicians and Provision of Safe Lift Maintenance Environment

3 The lift owners should ensure that the lift maintenance environment is safe, conducive and healthy for work, and that the lift contractor has the necessary expertise to carry out the work and has taken adequate safety and health measures. This includes ensuring that persons carrying out the work have sufficient experience and training to carry out the work safely and that site-specific risk assessments have been conducted.

B) Reminder to Employers and Principals

Risk Assessment, Safe Work Procedures and Emergency Response

4 Under the *Workplace Safety and Health Act*, employers and principals shall conduct a risk assessment in relation to the safety and health risks posed to any person who may be affected by the lift maintenance or repair works undertaken at the workplace, and implement the necessary safe work procedures (SWP) to control the risks. The SWP shall include the assessment of position of the lift car for safe access and conduct of work. The SWP shall also include inspection of the lift car top controls to ensure that it is functioning properly before carrying out any work on the lift car top. Throughout the duration when work is being carried out on the lift car top, lift car movement shall only be controlled by the workers on the lift car top using the car top controls.

5 A communication protocol must be established to ensure proper and clear communication between the workers on the lift car top, and the supervisors and other workers involved in the work. This is to avoid any miscommunication between the workers and the carrying out of incompatible or unauthorised works.

6 Employers and principals are also required to work with lift owners to establish and implement an Emergency Response Plan for dealing with emergencies relating to lift maintenance work, such as worker entrapment. All necessary rescue equipment shall be made readily and easily available, and persons appointed to carry out emergency response must be trained and competent and able to respond quickly when called upon.

C) Reminder to Workers

Good Practices for Lift Maintenance Work

7 Workers carrying out lift maintenance or repair works must adhere strictly to the SWP or safety rules implemented at the workplace. They shall also not endanger themselves or others who are working around them by exhibiting any unsafe behavior or committing any unsafe act.

8 When working within the hoist-way, such as in the lift pit or on the lift car top, workers should be aware of surrounding structures which may pose as potential crushing hazards. This include ensuring that the body (including hands, elbows, feet and head) is within the perimeter of the lift car top.

9 For more information on ensuring workers safety during lift maintenance or repair works, you may wish to refer to the Workplace Safety and Health (WSH) Guidelines on Working Safely During Maintenance on Electric Passenger and Goods Lifts: <https://www.tal.sg/wshc/Resources/Publications/WSH-Guidelines/WSH-Guidelines-on-Working-Safely-During-Maintenance-of-Electric-Passenger-and-Goods-Lifts>



ER. MOHD ISMADI
for COMMISSIONER FOR WORKPLACE SAFETY AND HEALTH
MINISTRY OF MANPOWER



MR. TEO ORH HAI
for COMMISSIONER OF BUILDINGS
BUILDING AND CONSTRUCTION AUTHORITY