

II PARTICULARS OF ESCALATOR OWNER	
1)	*Name of escalator owner: <table border="1" style="width: 100%; height: 40px; border-collapse: collapse;"></table>
2)	^UEN/NRIC/FIN No. : <table border="1" style="width: 150px; height: 20px; border-collapse: collapse;"></table>
3)	Postal Address : *Hse/Blk No. : <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> *Road Name : <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table> Building/Structure Name (if any) : <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"></table>
	* Level/Unit No. : <table border="1" style="width: 40px; height: 20px; border-collapse: collapse;"></table> - <table border="1" style="width: 150px; height: 20px; border-collapse: collapse;"></table>
	*Postal Code: <table border="1" style="width: 60px; height: 20px; border-collapse: collapse;"></table>
4)	* Telephone No. : <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> Or Mobile No. : <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table>
5)	Fax No. : <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table>
6)	*Email Address : <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"></table>

III PARTICULARS OF ESCALATOR(S)[#]	
1)	*Size of Escalator (Length of Travel x Width x Vertical Displacement) : _____ mm _____ mm _____ mm
2)	*Type and Escalator ID ^{(A)3} or numbering of the escalator(s) ^{(A)4} : <i>(Tick the appropriate box and insert the corresponding escalator(s) ID or numbering)</i> <input type="checkbox"/> Escalator that is not a passenger conveyor / No. : _____ <input type="checkbox"/> Passenger Conveyor / No. : _____
3)	*Manufacturer of escalator(s) ⁵ : <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"></table>
4)	*Model of escalator(s) ⁵ : <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"></table>

* Mandatory Field
Use separate sheet if necessary
^ Delete whichever is inapplicable
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EXPLANATORY NOTES

(A) GENERAL

1. This form is to be used for new installation, re-commissioning and renewal of Permit to Operate for escalator(s). Application can also be made via Lifts and Escalators Application (LEAP) Portal at <https://www2.bca.gov.sg/leap/LandingPage/Index>.
2. For application of a Permit to Operate for more than one escalator, only escalators in the same address will be considered in a single form.
3. If escalator ID(s) has/have been allocated, please fill in the escalator ID(s) in this application form.
4. Where escalator ID(s) has/have not been allocated, please fill in the escalator numbering(s) in this application form. The escalator numbering(s) of the escalator(s) should be numerical eg 1, 2, 3, etc or alphabetical eg A, B, C, etc or alpha-numerical eg E1, E2, E3, etc.
5. Please use separate forms for escalator(s) of separate model(s) or by different manufacturer(s).
6. An acknowledgement of your application will be issued to you.

(B) DOCUMENTS

Please submit the following documents:

- (a) Certificate of Escalator Examination, Inspection and Testing (EMEG_C2);
- (b) One copy of escalator location plan showing the location(s) and the numbering of escalator(s) (applicable for new installation);
- (c) One copy of Certificate BPD_CSC04 - Certificate of Supervision of Installation of Lift(s)/Escalator(s) (applicable for new installation);
- (d) One copy of Certificate EMEG_C4 - Certificate of Supervision of Major Alteration or Replacement Works of Escalator(s) (applicable for re-commissioning of escalator(s) after major alternation and replacement works);

NOTE:

- All escalator location plans must be in either A3 or A4 size.

(C) APPLICATION FEE

Each application of escalator(s) in the same address shall be accompanied by the following fees:-

- (a) where the total number of escalators to which the application relates is 10 or fewer, \$20 per escalator;
- (b) where the total number of escalators to which the application relates is more than 10, an amount equal to —
 - (i) \$200; plus
 - (ii) \$10 per escalator in excess of 10.

(D) CLASSIFICATION OF DEVELOPMENTS

(a) Developments may be classified as shown in the table below:

S/N	Development Types	Building Types
1	Residential Landed (Private)	Bungalows, Detached Houses, Semi-detached Houses, Terrace Houses, Strata Landed Housing
2	Residential Non-landed (Private)	Condominiums, Private flats and apartments
3	Residential Non-landed (HDB)	Public residential buildings (e.g. HDB Housing Flats, Multi-storey Carparks in HDB estates)
4	Commercial	Office buildings (including government office buildings), shopping malls, convention/exhibition centres, commercial schools/banks, market and food centres/restaurants, cinemas, entertainment and trade missions
5	Industrial (Light-Business 1)	Factories involved in light manufacturing, warehouses, telecommunication and utility buildings, businesses engaged in high-technology, research and development (R&D), high value-added and knowledge intensive activities.
6	Industrial (Heavy-Business 2)	Factories involved in heavy manufacturing, Refineries, Fertilizer Plant, Power Station, metal rolling mill, petro-chemical plant, storage complex, agriculture facilities.
7	Educational Institutions	Kindergartens, primary/secondary schools, polytechnics, junior colleges, institutes of technical education, training institutes, universities, foreign and special schools.
8	Civic & Community Institutions	Civic: Courts, Police Stations, Fire Stations, Prisons, Army Camps Community: Association/Clan Buildings, Community Clubs/Centres, Welfare Homes, Home for the Aged, Funeral Parlours, Childcare Centres, Rehabilitation Centres. Cultural: Performing Arts Centre, Library, Museum, Arts/Science Centre, Art Gallery, Auditorium

* Mandatory Field

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^ Delete whichever is inapplicable

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S/N	Development Types	Building Types
9	Places of Worship	Mosques, churches and temples.
10	Sports & Recreation	Sports complexes, water sports centres, stadiums, golf courses, recreation clubs, resorts, marinas, parks.
11	Health & Medical Care	Hospitals, polyclinics and nursing homes.
12	Hotels	Hotel developments, holiday resorts and backpackers' hostels
13	Transport Facilities	Bus depots, MRT depots, petrol stations, CNG depots, MRT station, Pedestrian Overhead Bridges & Underpass, Rail Depot / Rail Facility Building, Airports. Seaport Terminals
14	Others	For non-classified use.

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