

BUILDING MAINTENANCE AND STRATA MANAGEMENT ACT 2004

**BUILDING MAINTENANCE AND STRATA MANAGEMENT
(LIFT, ESCALATOR AND BUILDING MAINTENANCE) REGULATIONS 2016**

**PROPOSED REQUIREMENTS FOR
EXAMINATION, INSPECTION AND TESTING AND/OR PERIODIC MAINTENANCE OF
HOME LIFT(S) / VERTICAL PLATFORM LIFT(S) / STAIRLIFT(S)**

Commissioner of Buildings
Building & Construction Authority
52 Jurong Gateway Road #11-01
Singapore 608550
Website: <http://www.bca.gov.sg/>

INSTRUCTIONS:

- (1) Tick the checkbox where applicable.
- (2) *Delete where inapplicable.
- (3) Please submit the completed form along with any required documentations in PDF format to BCA Feedback System on BCA website at <https://www2.bca.gov.sg/feedback/>

Section A – Lift Location Details

Address: _____

Building Name (if any): _____

Section B – Lift Details

Using one row for each lift, please fill in the required details below.

Lift No.	Lift ID <i>(compulsory for lifts with existing PTO)</i>	Lift Type <i>(see note 1 in Explanatory Notes for the list of lift type)</i>	Standard which the Lift is designed to

Details of additional lift(s) are attached in **Appendix A.**

Section C – Specialist Professional Engineer’s Proposal

I, _____ (name and PE Reg. No. of Specialist Professional Engineer) (see note 2 in Explanatory Notes), hereby propose the following for the Commissioner of Buildings’ acceptance under the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016 (“Regulations”):

For Examination, Inspection and Testing of Lifts [under Regulation 7] (see note 3 in Explanatory Notes)

the examination, inspection and testing of the lift(s) listed under **Section B** is proposed to be carried out in accordance with the requirements listed below:

Additional details for the proposed requirements are attached in the Appendix _____
_____ (please attach as a separate Appendix to this form).

For Periodic Maintenance of Lifts [under Regulation 13] (see note 4 in Explanatory Notes)

- the periodic maintenance of the lift(s) listed under **Section B** is proposed to be carried out in accordance with the requirements listed below:

- Additional details for the proposed requirements are attached in the Appendix _____
_____ (please attach as a separate Appendix to this form).

Proposed by Specialist Professional Engineer (see note 2 in Explanatory Notes):	
<p>I submit all information and data in the Proposal of Requirements for Examination, Inspection and Testing and/or Periodic Maintenance of Home Lift(s)/Vertical Platform Lift(s)/Stairlift(s) (the “Proposal”), and all information and data in respect of and in connection with the home lift(s)/vertical platform lift(s)/stairlift(s) whether submitted now or in the future, to the Commissioner of Buildings, and I consent for the Commissioner of Buildings to disclose any or all such information and data to the Building and Construction Authority, and all other public sector agencies and authorities in Singapore, who may use such information and data for: (a) exercising their powers; (b) discharging their functions; and/or (c) developing and/or promoting the built environment in Singapore and persons in the built environment sector.</p>	
Name and PE Reg. No. of Specialist Professional Engineer	Signature and stamp of Specialist Professional Engineer
Address of Specialist Professional Engineer	Email address of Specialist Professional Engineer
Tel No. of Specialist Professional Engineer	Date:

Acknowledged by lift/escalator* owner:	
<p>I/We submit all information and data in the Proposal of Requirements for Examination, Inspection and Testing and/or Periodic Maintenance of Home Lift(s)/Vertical Platform Lift(s)/Stairlift(s) (the “Proposal”), and all information and data in respect of and in connection with the home lift(s)/vertical platform lift(s)/stairlift(s) whether submitted now or in the future, to the Commissioner of Buildings, and I/we consent for the Commissioner of Buildings to disclose any or all such information and data to the Building and Construction Authority, and all other public sector agencies and authorities in Singapore, who may use such information and data for: (a) exercising their powers; (b) discharging their functions; and/or (c) developing and/or promoting the built environment in Singapore and persons in the built environment sector.</p>	
Name and UEN of lift/escalator* owner (company/organization/individual’s name)	Company/organization stamp
Name and NRIC/FIN of authorised representative of lift/escalator* owner	Signature of authorised representative of lift/escalator* owner
Address of lift/escalator* owner	Email address of lift/escalator* owner
Tel No. of lift/escalator* owner	Date:

Acknowledged by lift/escalator* service contractor:	
<p>I/We submit all information and data in the Proposal of Requirements for Examination, Inspection and Testing and/or Periodic Maintenance of Home Lift(s)/Vertical Platform Lift(s)/Stairlift(s) (the “Proposal”), and all information and data in respect of and in connection with the home lift(s)/vertical platform lift(s)/stairlift(s) whether submitted now or in the future, to the Commissioner of Buildings, and I/we consent for the Commissioner of Buildings to disclose any or all such information and data to the Building and Construction Authority, and all other public sector agencies and authorities in Singapore, who may use such information and data for: (a) exercising their powers; (b) discharging their functions; and/or (c) developing and/or promoting the built environment in Singapore and persons in the built environment sector.</p>	
Name and UEN of lift/escalator* service contractor (company name)	Company stamp
Name and NRIC/FIN of authorised representative of lift/escalator* service contractor	Signature of authorised representative of lift/escalator* service contractor
Address of lift/escalator* service contractor	Email address of lift/escalator* service contractor
Tel No. of lift/escalator* service contractor	Date:

Explanatory Notes

- (1) Below are the descriptions of each lift type:

Lift type	Description
Home lift	A lift, not being common property, installed in a private home solely for the use of its occupants. A home lift does not include a stairlift or a vertical platform lift installed in a private home solely for the use of its occupants.
Stairlift	A motorised platform or seat installed in a stairway, which transverses the stairs when activated.
Vertical platform lift	A vertical lifting platform intended for use by people with impaired mobility, with or without wheelchair, travelling vertically between predefined levels along a guided path.

- (4) The specialist professional engineer who submits this proposal must be a person registered under the Professional Engineers Act (Cap. 253) as a specialist professional engineer in the specialised branch of lift and escalator engineering and has a valid practising certificate in the specialised branch of lift and escalator engineering.
- (5) According to Regulation 7 of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016, before applying for a permit to operate for a home lift, a vertical platform lift or a stairlift under regulation 8, the owner of the lift must engage a lift service contractor to **examine, inspect and test** the lift in the presence of a specialist professional engineer in accordance to –
- (i) the requirements for examination, inspection and testing in the manufacturer’s recommendations for the lift;
 - (ii) where the requirements mentioned in sub-paragraph (i) are not available, the requirements for examination, inspection and testing in the standard that the lift was designed to;
 - (iii) **where the requirements mentioned in sub-paragraphs (i) and (ii) are not available, the requirements for examination, inspection and testing proposed by the specialist professional engineer for the lift and accepted by the Commissioner in writing;** or
 - (iv) despite sub-paragraphs (i), (ii) and (iii), where an alternative standard or a modification of requirements is accepted by the Commissioner under regulation 17(4B)(a) for the lift, the requirements for examination, inspection and testing in that alternative standard or those modified requirements.
- (6) According to Regulation 13 of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016, an owner of a home lift, a vertical platform lift or a stairlift must engage a lift service contractor (and no other) to **carry out maintenance works** for the lift in accordance with the maintenance requirements in Part 1 of the First Schedule (or any alternative maintenance requirements accepted by the Commissioner under paragraph (2A)) and –
- (i) the requirements for periodic maintenance in the manufacturer’s recommendations for the lift;
 - (ii) where the requirements mentioned in sub-paragraph (i) are not available, the requirements for periodic maintenance in the standard that the lift was designed to;
 - (iii) **where the requirements mentioned in sub-paragraphs (i) and (ii) are not available, the requirements for periodic maintenance proposed by the specialist professional engineer for the lift and accepted by the Commissioner in writing;** or
 - (iv) despite sub-paragraphs (i), (ii) and (iii), where an alternative standard or a modification of requirements is accepted by the Commissioner under regulation 17(4B)(a) for the lift, the requirements for periodic maintenance in that alternative standard or those modified requirements.