

BUILDING MAINTENANCE AND STRATA MANAGEMENT ACT 2004

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

CERTIFICATE OF ESCALATOR EXAMINATION, INSPECTION AND TESTING

To: The Commissioner of Buildings (Please quote file ref. where applicable²: _____)

NEW ESCALATOR(S) RE-COMMISSIONING OF ESCALATOR(S) (after major alteration or replacement works or other reasons) RENEWAL OF PERMIT TO OPERATE FOR ESCALATOR(S)

Section A¹: Building/Structure Owner [under Regulation 19]

*I/We confirm that *I/We have engaged _____ (name of escalator service contractor registered with BCA) to examine, inspect and test the escalator(s) _____ (escalator(s) ID⁵ (if available) or numbering⁶) at _____ (escalator(s) address or location) mentioned in Section B of this certificate in accordance with the requirements of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016.

I/We submit all information and data in the Certificate of Escalator Examination, Inspection and Testing (the "Certificate"), and all information and data in respect of and in connection with the escalator(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.

* Delete whichever is inapplicable.
** Please use separate sheet if necessary
EMEG_C3_ver 3 [Nov 2024]

 Name of *Building/Structure Owner (includes individual/company)
 NRIC/FIN:
 UEN:

 Name and NRIC/FIN of authorized representative (if Building/Structure Owner is a company)

 Signature of *Building/Structure Owner or authorized representative (if Building/Structure Owner is a company)

 Company Stamp (if applicable)

 Date

 Contact No.

Section B¹: Escalator Service Contractor [under Regulation 7]

We confirm that:

- (1) we are an escalator service contractor registered with the Building and Construction Authority; and
- (2) the following escalator(s) *has/have been examined, inspected and tested in the presence of the independent Specialist Professional Engineer, _____ (*name and PE Reg. No. of the Specialist Professional Engineer*), in **Section C** of this certificate, and in accordance with requirements under the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016:

*Building/Structure Address or location:	
**Escalator ID ⁵ or Numbering ⁶	Date of examination, inspection and testing of escalator (DD/MM/YY)

* Delete whichever is inapplicable.
 ** Please use separate sheet if necessary
 EMEG_C3_ver 3 [Nov 2024]

We submit all information and data in the Certificate of Escalator Examination, Inspection and Testing (the “Certificate”), and all information and data in respect of and in connection with the escalator(s) whether submitted now or in the future, to the Commissioner of Buildings, and 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.

 Name and UEN of Escalator Service Contractor
 (company name)

 Registration Workhead and Financial Grade of
 Escalator Service Contractor

 Name and NRIC/FIN of Authorised
 Representative

 Company Stamp

 Signature of Authorised Representative

 24hrs Contact No.

 Date

* Delete whichever is inapplicable.
 ** Please use separate sheet if necessary
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Section C¹: Specialist Professional Engineer [Under Regulation 19 and 20]

I certify that:

- (1) the escalator service contractor _____ (*name of escalator service contractor registered with BCA*) in **Section B** of this certificate has carried out the examination, inspection and testing of the escalator(s) _____
 _____ (*Escalator(s) ID⁵ (if available) or numbering⁶*) at _____
 _____ (*Escalator(s) address or location*)
 in my presence in accordance with requirements of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016;
- (2) the date of the first examination, inspection and testing carried out was on _____;
- (3) the escalator(s) *is/are in a fit condition for operation; and
- (4) I am not a partner, associate, director, officer or employee of the owner of the escalator(s) or the escalator service contractor carrying out the examination, inspection and testing of the escalator(s) under Regulation 19(1).

I submit all information and data in the Certificate of Escalator Examination, Inspection and Testing (the “Certificate”), and all information and data in respect of and in connection with the escalator(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.

 Name and *NRIC/FIN of Specialist Professional Engineer

 Signature of Specialist Professional Engineer

 Stamp of Specialist Professional Engineer

 Contact No.

 Date

* Delete whichever is inapplicable.
 ** Please use separate sheet if necessary
 EMEG_C3_ver 3 [Nov 2024]

Explanatory Notes

(A) GENERAL

1. This certificate may take you 10 minutes to fill in. you will need the following information to fill in the certificate:

<ul style="list-style-type: none"> • Section A 1) Particulars of Escalator Service Contractor 2) Escalator(s) ID, numbering and location 3) Name, NRIC/FIN/UEN, Signature, Stamp and Contact No. of Building/Structure Owner 	<ul style="list-style-type: none"> • Section B 1) Building/Structure Address 2) Escalator(s) ID, numbering and location 3) Name, NRIC/FIN/UEN, Signature, Stamp, Registration Workhead and Financial Grade, and Contact No. of Escalator Service Contractor 4) Name and PE Reg. No. of Specialist Professional Engineer
<ul style="list-style-type: none"> • Section C 1) Name, NRIC/FIN, Signature, Stamp and Contact No. of Specialist Professional Engineer 2) Escalator(s) ID, numbering and location 3) Name of Escalator Service Contractor 	

2. Applicable file reference may include structural plan submission reference number, A&A project reference number, or any project reference number pertaining to the escalator(s) in relation to this certificate.
3. This certificate is to be used for new installation, re-commissioning and renewal of Permit to Operate for escalator(s). This certification can also be made via the Lifts and Escalators Application (LEAP) Portal at <https://www2.bca.gov.sg/leap/LandingPage/Index>.
4. 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.
5. If escalator ID(s) has/have been allocated, please fill in the escalator ID(s) in this application form.
6. 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.

(B) Annual examination, inspection and testing of escalators

7. Requirements for annual examination, inspection and testing of escalators:

Escalator	Requirements
All escalators	(i) The requirements in the standard (see table B1 below) the escalator was designed to; and/or (ii) the alternative standard or a modification of requirements as accepted by the Commissioner under Regulation 29(4B)(a) for major alternation or replacement works.

8. Parts of the same escalator may be subject to different requirements.

Table B1

Escalator	Applicable Standards for Examination, Inspection and Testing
All escalators	<ul style="list-style-type: none"> • SS CP 15:1980 • SS CP 15:1990 • SS CP 15:2004 • SS 626:2017

* Delete whichever is inapplicable.

** Please use separate sheet if necessary