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**AIDS HELPLINE: 0800-0123-22 Prevention is the cure**

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## GOVERNMENT NOTICE

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### DEPARTMENT OF LABOUR

No. 992

27 August 2004

OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT NO. 85 OF 1993)

#### NOTICE OF DRAFT AMENDMENT

#### LIFT, ESCALATOR AND PASSENGER CONVEYOR REGULATIONS

Government Notice R.797 of 29 April 1994

The Minister of Labour intends, in terms of section 43 of the Occupational Health and Safety Act, 1993 on the recommendation of the Advisory Council for Occupational Health and Safety to repeal the Lift, Escalator and Passenger Conveyor Regulations, 1994 and supercede it by wording in accordance with the schedule.

Interested persons are invited to submit any substantiated comments or representations on the proposed regulations to the Director General of Labour, Private Bag X117, Pretoria, 0001 (for the attention of the Chief Inspector: Occupational Health and Safety), within 90 days of the date of publishing of this notice

### SCHEDULE

#### Definitions

1. In these regulations "the Act" means the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), and, unless the context otherwise indicates -

**"access goods only lift"** means a lift in which persons are never transported or allowed by the user to be transported but where the conveyance is accessed by persons for loading and unloading at landings or maintenance, but it does not include a temporary installed builder's hoist.

**"builder's hoist"** means the appliance used in connection with building work for raising or lowering of material by means of a platform, skip, cage or other receptacle on a fixed guide or guides.

**"competent lift mechanic"** means a person who has completed a learnership in the trade of lift mechanic or has completed an accepted associated trade training and who has had one year's post-qualification general practical experience on lifts;

**"competent lift service provider"** means a firm who employ competent lift mechanics or a competent lift mechanic who is self employed and who undertakes to contract with a user of a lift, escalator, passenger conveyor or access goods only lift, to perform maintenance, examinations and tests in terms of regulation (6) of these regulations;

**"comprehensive report"** means the certificate as contemplated in the respective SANS specifications and the document referred to in regulation 5 for new installations, modifications and periodic inspection and test for lifts, escalators and passenger conveyors;

**"escalator"** means a power-driven inclined stairway with moving steps and handrails which is intended for the transportation of persons from one level to another;

**"failure"** means the malfunctioning of any part of a lift, escalator or passenger conveyor and whereby the safety of a person has been or may have been endangered;

**"landing"** means any floor or platform which is designed to give access to a lift or escalator or passenger conveyor;

**"lift"** means any permanent lifting installation used for the conveyance of persons, persons and goods or access goods only lifts by means of a conveyance or platform running on a fixed guide or guides and serving landings but does not include a hoist worked by hand power or a temporary installed builder's hoist;

**"Machine compartment"** means the room, well, pit, or compartment where the main driving machinery and/or controllers of the lift, escalator or passenger conveyor is situated;

**"main landing"** means the landing at the same level as the main entrance of a building;

**"modification"** means any alteration to a lift, escalator or passenger conveyor affecting the control, load, travel or safety thereof;

**"National Building Regulation"** means the regulations published under the National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977), by Government Notice No. R1081 of 10 June 1988;

**"official number"** means the number, allocated by the provincial director, which is unique to that specific lift, escalator or passenger conveyor on a certain premises;

**"passenger conveyor"** means a power driven installation with a continuous moving walkway, incorporating a moving belt or pallets and handrails intended for the conveyance of persons either on the same level or between different levels;

**"provincial director"** means the provincial director as defined in regulation 1 of the General Administration Regulations under the Act;

**"registered person"** means a person registered with the Engineering Council of South Africa in terms of the Engineering Profession of South Africa Act, 2000 (Act No. 114 of 2000) and any amendment thereof after he has satisfied aforesaid Council that he -

(a) has sufficient knowledge of the rules and specifications applicable to lifts, escalators and passenger conveyors and

(b) has appropriate practical experience in respect of the installation, testing and maintenance of the lift, escalator or passenger conveyor.

**"SANS 1543"** means the latest edition of the specification for escalators and passenger conveyors, SANS 1543, published by the South African Bureau of Standards;

**"SANS 1545-1"** means the latest edition of the specification for lifts: Part-1, Electric lifts, SANS 1545-1 published by the South African Bureau of Standards;

**"SANS 1545-2"** means the latest edition of the specification for lifts: Part-2, Hydraulic lifts SANS 1545-2 published by the South African Bureau of Standards;

**"SANS 1545-3"** means the latest edition of the specification for lifts: Part-3, Lifts for persons with physical disabilities (stair lifts) SANS 1545-3 published by the South African Bureau of Standards;

**"SANS 1545-4"** means the latest edition of the specification for lifts: Part-4, Lifts for persons with physical disabilities (vertical platforms) SANS 1545-4 published by the South African Bureau of Standards;

**"SANS 1545-5"** means the latest edition of the specification for lifts: Part-5, Access goods only lifts SANS-1545-5 published by the South African Bureau of Standards.

**"SANS 1545-6"** means the latest edition of the specification for lifts: Part-6, Rack & Pinion lifts SANS- 1545-6 published by the South African Bureau of Standards.

**"SANS 1545-9"** means the latest edition of the safety rules for the construction and installation of lifts - Lift landing doors fire resistance testing SANS-1545-9 published by the South African Bureau of Standards;

**"SANS 10303"** means the latest edition of the code of practice for the design, safe use and maintenance of scissors lifts: SANS 10303 published by the South African Bureau of Standards;

**"SANS 10360"** means the latest edition of the code of practice for the maintenance and repair of electric and hydraulic powered lifts, escalators and passenger conveyors: SANS 0360 published by the South African Bureau of Standards;

"well" means any vertical or inclined way in which a lift is operated.

#### **Permission to install and use.**

2.(1) No person shall install or permit the installation of a lift, escalator or passenger conveyor unless -

- (a) he has notified the provincial director thereof in the form of Annexure 1, who shall allocate an official number for the lift, escalator or passenger conveyor;
- (b) he has been allocated the official number contemplated in paragraph (a); and
- (c) such installation meets the requirements of these regulations and complies with the standards and specifications incorporated into these regulations in terms of section 44 of the Act.

(2) No person shall put into use or require or permit the use of a lift, escalator or passenger conveyor unless he is in possession of a comprehensive report issued in terms of regulation 5 (1) and provided that such report is completed by a registered person.

(3) The user of a lift which does not operate automatically shall appoint the operator of such a lift in writing and instruct him as to the dangers of its operation.

#### **Design and construction**

3 (1) No person shall use, install or modify, or permit the use, installation or modification, of any lift, escalator or passenger conveyor unless -

- (a) such lift, escalator or passenger conveyor, has been designed and constructed or modified in accordance with the relevant standard or specification pertaining to such lift, escalator or passenger conveyor and which is incorporated for this purpose in these regulations in terms of section 44 of the Act; and
- (b) the requirements of the National Building Regulations, if applicable, has been complied with:

Provided that a lift, escalator or passenger conveyor installed prior to 1 May 1994 and provided that no modification has been effected after 1 May 1994, shall be deemed to comply with these regulations or said specifications if it complies with the regulations or specifications which were in force at the time such lift, escalator or passenger conveyor was installed.

(2) The user shall ensure that all the electrical components of a lift, escalator or passenger conveyor installed in a location where there is a danger of fire or explosion due to the presence, occurrence or development of explosive or flammable atmospheres or where explosive articles are manufactured, handled or stored, is in compliance with regulation 8 of the Electrical Machinery Regulations, 1988, published under Government Notice No R. 1593 of 12 August 1988.

#### **Particulars of lifts, escalators and passenger conveyors**

4 (1) The user shall ensure that every lift, escalator and passenger conveyor is marked in the machine compartment in a conspicuous place, placed in a holder, with the following particulars:

- (a) The name of the manufacturer;
- (b) The year of installation;
- (c) The year of modernisation;
- (d) The official number contemplated in regulation 2 (1) (a);
- (e) The rated speed in meters per second, and
- (f) The rated load in kilograms.

(2) Where machinery of more than one lift, escalator or passenger conveyor is installed in one room or compartment, as the case may be, the user shall ensure that all the machinery and switch-gear of each unit are distinctly and permanently marked with the same distinguishing mark which shall differ from the distinguishing mark of machinery and switch-gear of any other unit in that room or compartment.

(3) The user shall keep an up-to-date legible schematic electrical wiring diagram in respect of every lift, escalator or passenger conveyor in a safe place in the machine room or machine compartment, as the case may be.

(4) The user shall affix or cause to be affixed in a conspicuous place at the main landing of every group of lifts and at every group of escalators and passenger conveyors, the name and telephone number of the competent lift service provider appointed in terms of regulation 6 (1).

### Inspection and Tests

5 (1) The user shall ensure that every lift, escalator or passenger conveyor is inspected and tested in accordance with the relevant SANS test and inspection comprehensive reports as detailed under sub-regulation 5 (4) before such lift, escalator or passenger conveyor is put in use for the first time or after a modification has been effected, or after a failure has occurred or when there has been a change in the competent lift service provider in terms of regulation 6 (1) and at intervals not exceeding 24-months or at lesser intervals by in-house risk assessment thereafter, by a registered person who shall complete the comprehensive report separately for each lift, escalator or passenger conveyor so inspected and tested and such registered person shall date and sign such report and submit said report within 30 days to the user who shall keep the report in a safe place and a copy in the machine compartment.

(2) If at an inspection or test carried out by the registered person the lift, escalator or passenger conveyor shows any weakness or that a defect exists whereby persons are endangered, then the registered person shall report the weakness or defect forthwith to the user, the competent lift service provider and the provincial director and no person shall be conveyed in or allowed to be conveyed in or on such lift, escalator or passenger conveyor until such defect has been rectified to the satisfaction of a registered person.

(3) If a *comprehensive report shows a weakness or defect not considered under sub-regulation 5 (2) then, the User shall rectify the defect or defects.*

(4) A comprehensive report for a lift, escalator or passenger conveyor shall be completed when;

- (a) put in use for the first time;
- (b) a modification has been effected;
- (c) a failure in terms of sub-regulation 5 (2) has occurred;
- (d) change in competent lift service provider and
- (e) at intervals not exceeding 24 months.

(5) At any inspection and test conducted by a registered person, the registered person shall ensure that all the documents and records required in terms of regulation 7, are kept in good order and up to date.

(6) An inspector may at any reasonable time inspect any lift, escalator or passenger conveyor and the user shall place free of charge at the disposal of the inspector, any workman and equipment as may be reasonably required by the inspector for the purpose of making such inspections.

### Maintenance

(6)(1) The user shall designate a competent lift service provider to examine and maintain a lift escalator or passenger conveyor at least once a month or at such longer intervals as may be prescribed by the manufacturer of such lift escalator or passenger conveyor. Provided that an inspector may prescribe any examining intervals he deems necessary.

(2) At an examination referred to in sub-regulation (1), the competent lift service provider shall examine the parts as prescribed by the relevant manufacturer or an inspector: Provided that in the case of a lift, he shall test all the gate and door locks at each examination: Provided further that the suspension ropes of a lift shall be examined at six monthly intervals.

(3) If at such maintenance, test or examination carried out in terms of sub-regulation (1), (2) shows that a weakness or defect exist whereby persons are endangered, the competent lift service provider shall report the weakness or defect forthwith to the user and the provincial director and no person shall be conveyed in or allowed to be conveyed in or on such lift, escalator or passenger conveyor or enter such access goods only lift until such defect has been rectified to the satisfaction of a registered person.

(4) The user of a lift, escalator or passenger conveyor shall forthwith take steps to stop the working thereof and to prevent the starting thereof if its use is or is likely to be dangerous.

(5) The user of a lift, escalator or passenger conveyor and the competent lift service provider responsible for the examinations and test referred to in sub-regulation (1) shall forthwith notify the provincial director and the authorised accreditation authority in writing of the name and address of the competent lift service provider carrying out such examinations and tests.

(6) Competent lift service providers who want to avail themselves for designation by the user of a lift, escalator or passenger conveyor to do maintenance, examinations and tests in terms of this regulation 6, shall register with the authorised accreditation authority, authorised by the chief inspector in terms of the incorporated code of practice and the competent lift service provider shall partake in the accreditation system

provided for by the code of practice. The authorised accreditation authority shall issue the competent lift service provider with a registration certificate provided the requirements of the code of practice SANS 10360 is complied with.

(7) If a user operates a lift, escalator or passenger conveyor without a valid comprehensive report issued by a registered person in terms of regulation 5 (1) and which is to be kept in the machine compartment in terms of regulation 7, then the competent lift service provider shall notify the provincial director forthwith in writing and the user shall take steps to have the lift, escalator or passenger conveyor inspected and tested forthwith.

#### **Record keeping**

7 (1) The user of a lift, escalator or passenger conveyor shall keep in a safe place in the machine compartment, a record of every such lift, escalator and passenger conveyor in which he shall enter or cause to be entered -

- (a) his name, address and telephone number;
- (b) the name, address and telephone number of the competent lift service provider designated by him to carry out the maintenance, examinations and tests in terms of regulation 6 (1);
- (c) a report on the results of every examination and test referred to in regulation 6 (1), including any modification, repair-work, adjustment and tests carried out;
- (d) a copy of the latest comprehensive report referred to in regulation 5 (4).
- (e) all suspension rope certificates and the results of the examination referred to in regulation 6 (2) on the condition of the suspension ropes;
- (f) the register or file and the technical dossier required in terms of the relevant SANS specifications;
- (g) the commissioning acceptance report or copy thereof required in terms of the relevant SANS specification;
- (h) a copy of each comprehensive report made in respect of incidents in terms of section 24 (1) (c) (iii) and (iv) of the Act.

(2) The user shall keep the reports referred to in sub-regulation (1) for a period of at least 10 years in the machine compartment.

#### **Offences and penalties**

8 Any person who contravenes or fails to comply with a provision of these regulations shall be guilty of an offence and liable on conviction to a fine or to imprisonment for a period not exceeding 12 months and, in the case of a continuous offence, to an additional fine not exceeding R8,200.00 for each day on which the offence continues or to additional imprisonment of one day for each day on which the offence continues: Provided that the period of such additional imprisonment shall not exceed 90 days.

#### **Repeal of Regulations and annexures**

9. The following regulations and annexures are hereby repealed:

- (a) Regulations C. 113 to C. 172, published under Government Notice No. R. 929, dated 28 June.
- (b) Regulations C.131A, C.156A, C. 160A and Annexure F25(A), published under Government Notice No. 8.2262 of 4 November 1977, and
- (c) Annexures F19, F20, F21, F22, F23, F24 and F25 published under Government Notice No. 8929 dated 28 June 1963.

#### **Short title and commencement**

10. These regulations shall be called the Lift, Escalator and Passenger Conveyor Regulations, 2004

**ANNEXURE 1**  
**LIFT, ESCALATOR AND PASSENGER CONVEYOR REGULATIONS**  
**NOTICE OF INSTALLATION OF A**  
**LIFT\* / ESCALATOR\* / PASSENGER CONVEYOR\***

**TO:** The Provincial Director  
Department of Labour

I / We .....

(Here insert the official, name and address of company or person (legal person) giving notice of the installation. Use a separate form for each installation.)

Name of building .....  
Address of building .....  
Name of manufacturer .....  
Maximum number of persons (where applicable) .....  
Rated load in kg .....  
Number of landings .....  
Total travel distance .....  
Rated speed .....  
Position of machinery .....

Signature of owner / user .....

Date .....

(\*Delete whichever is not applicable.)

**FOR OFFICIAL USE ONLY**

Date received .....

Official number allocated .....

Date .....

Inspector ..... Office .....

Government Notice R798 of 29 April 1994

### INCORPORATION OF SAFETY STANDARDS

Under section 44.(1) of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), 1, MMS MDLADLANA, Minister of Manpower, after consultation with the Advisory Council for Occupations Safety, hereby incorporate in the Lift, Escalator and Passenger Conveyor Regulations, 1994 the safety standards specified in the Schedule.

MMS MDLADLANA, Minister of Manpower.

SANS 1543: Escalators and passenger conveyors;

SANS 1545-1: Lifts and service lifts part-1: Safety rules for the construction and installation of electric lifts;

SANS 1545-2: Lifts and service lifts part-2: Safety rules for the construction and installation of hydraulic lifts;

SANS 1545-3: Lifts for persons with physical disabilities (stair lifts);

SANS 1545-4: Lifts for persons with physical disabilities (vertical platforms);

SANS 1545-5: Access goods only lifts;

SANS 1545-6: Lifts and service lifts part-6: Safety rules for the construction and installation of rack & pinion lifts;

SANS 1545-9: Safety rules for the construction and installation of lifts part-9: Lift landing doors fire resistance testing;

SANS 10303: The design, safe use and maintenance of scissors lifts and

SANS 10360: The maintenance and repair of electric and hydraulic powered lifts, escalators and passenger conveyors.