

**THE TAMIL NADU LIFTS AND ESCALATORS RULES, 1997**  
**(G.O. Ms. No. 70, Energy (D2), 10th October 2018)**

**NO. SRO A-49(b)/2018.-**

In exercise of the powers conferred under sub-section (1) of Section 22 of the Tamil Nadu Lifts and Escalators Act, 1997 (Tamil Nadu Act 35 of 1997), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Lifts Rules, 1997:-

**1. Short title and commencement.-**

- (1) These rules may be called the Tamil Nadu Lifts and Escalators Rules, 1997.
- (2) They shall come into force at once.
- (3) These rules shall apply to the whole of the State of Tamil Nadu.

**2. Definitions.-**

- (1) In these rules, unless the context otherwise requires,-
  - (a) “Act” means the Tamil Nadu Lifts and Escalators, 1997 (Tamil Nadu Act No.XXXV of 1997);
  - (b) “Form” means a form appended to these rules;
  - (c) “Section” means Section of the Act;
  - (d) “Licensee” means the owner of the lift or escalator to whom the licence is granted;
  - (e) “Urban Local Body” means the Corporation, Municipality or Town Panchayat;
  - (f) “Inspector” means an Inspector appointed under Section 3 of the Act;
  - (g) “Licensed Electrical Contractor” means the contractor who is licensed by the Electrical Licensing Board Government of Tamil Nadu for carrying out electrical works.

(2) All other words and expressions used herein and not defined shall have the meanings assigned to them in the Act.

**3. Permission to erect a Lift or an Escalator for making additions or alterations to existing Lift or Escalator.-**(1) Every owner of a place intending,-

- (a) to erect a Lift or an Escalator in such place; or
- (b) to make additions or alterations to existing Lift or Escalator, shall make an application in Form “A” to the Inspector.

Every such application shall be accompanied by one set of drawings duly signed by the applicant showing the following particulars, namely:-

- (i) Layout of the lift or escalator erection;
- (ii) Plan;
- (iii) Sectional elevation;
- (iv) Arrangement of car and landing doors for lifts;
- (v) Lift well enclosures;
- (vi) Size and position of the machine relating to the lift well;
- (vii) Position of hoisting machine for the lift or escalator;
- (viii) Number of floors to be served and total travel by the lift;

- (ix) Wiring diagram of the complete electrical installations with all wiring, light points, switch-fuses, control panels and other electrical apparatus, size of wires, earthing scheme with size of earth leads, method of construction of earth electrodes, laying of cables for lift or escalator equipment duly signed by the manufacturer of lift or escalator or company of Electrical and Mechanical Engineers to whom the lift or escalator erection work is entrusted and also signed by the licensed electrical contractor to whom the electrical erection work is entrusted;
  - (x) Angle of inclination for an escalator;
  - (xi) Type of balustrading in an escalator;
  - (xii) The width between balustrades in an escalator;
  - (xiii) Details of handrails, step treads, landing, comb plates, trusses or girders and step wheel tracks in escalator;
  - (xiv) The rated load in kilograms on escalator;
  - (xv) The factor of safety based on the static loads in the lift or escalator;
  - (xvi) The additions or alterations proposed to be made in existing Lift or Escalator installation shall be shown by distinct colour;
  - (xvii) Copy of approval obtained from the Urban Local Body concerned for the Building Plan;
  - (xviii) A chalan remitted into Government Treasury or by means of electronic payment through the website <https://www.tnei.tn.gov.in> for a fee of, -
    - (a) Rs.2,500/- (Rupees Two Thousand and Five Hundred only) in case of lift having 5 landings;
    - (b) Rs.5,000/- (Rupees Five Thousand only) in case of lift having more than 5 landings;
    - (c) Rs.10,000/- (Rupees Ten Thousand only) for each Escalator.
  - (xix) Structural Stability Certificate obtained from the registered Structural Engineer for the buildings which are constructed before the formation of Urban Local Body where additions or alterations are proposed to be made in the existing lift or escalator installations or where new Lifts or escalators are proposed to be erected in those buildings.
- (2) On receipt of an application under sub-rule(1), the Inspector shall, after making such inquiries and requiring, the applicant to furnish such additional information in Form “A” either grant permission in Form “B” or refuse the permission applied for, within one month from the date of receipt of the application.”

**4. Licence for working a Lift or an Escalator,-**

- (1) Every owner of a place who is permitted to erect a Lift or an Escalator in such place under rule 3 shall, on completion of such erection of Lift or Escalator, shall give a notice to the Inspector and shall make an application to him for a licence. The notice of completion of the erection of Lift or Escalator and the application for licence shall be in Form “C” along with the following enclosures,-
  - (a) a work completion report of the erection of Lift or Escalator in Form “D” as obtained either from the manufacturer of Lifts or Escalators or a Company of Electrical and Mechanical Engineers, as the case may be;
  - (b) a completion report in Form “E” from the licensed electrical contractor;
  - (c) A chalan remitted into Government Treasury or by means of electronic payment through the website <https://www.tnei.tn.gov.in> for a fee of. –
    - (i) Rs.5,000/-(Rupees Five Thousand only) in case of lift having 5 landings;
    - (ii) Rs.10,000/-(Rupees Ten Thousand only) in case of lift having more than 5 landings;
    - (iii) Rs.10,000/- (Rupees Ten Thousand only) for each Escalator.
  - (d) Copy of insurance policy taken by the owner of the Lift or Escalator, covering insurance for the persons using such lift or escalator;
- (2) On receipt of an application under sub-rule (1), the Inspector shall arrange for inspection of the Lift or Escalator within fifteen days and on getting himself satisfied that all the requirements of the Act and these rules are complied with, he may grant licence in Form “F” within fifteen days from the date of receipt of compliance report of rectification of defects, if any.

**5. Renewal of Licence.-** (1)(a) An application for renewal of licence to work a Lift or an Escalator shall be made in Form “G” to the Inspector three months prior to the date of expiry of the licence along with a challan remitted into Government Treasury or by means of electronic payment through the website <https://www.tnei.tn.gov.in> for a fee of,-

- (i) Rs.5,000/- (Rupees Five Thousand Only) in case of lift having 5 landings;
  - (ii) Rs.10,000/- (Rupees Ten Thousand Only) in case of lift having more than 5 landings;
  - (iii) Rs.10,000/- (Rupees Ten Thousand Only) for each Escalator.
- (b) if the application for renewal of licence along with fee, copy of Annual Maintenance Contract executed between the owner of the lift or an escalator and the lift/escalator company, test reports obtained from the authorized

competent person for each year after the issue or renewal of licence, the Structural Stability Certificate obtained from the registered Structural Engineer for the buildings which are constructed before the formation of Urban Local Body (if applicable) and copy of renewed Insurance Policy taken by the owner of the lift or escalator covering insurance for the persons using the lift or an escalator is not produced to the Inspector within the period referred to in clause (a), an additional fee of Rs.500/- (Rupees Five hundred only), for each lift or escalator for a delay of each month or a fraction thereof, shall also be remitted into the Government Treasury or by means of electronic payment through the website <https://www.tnei.tn.gov.in> by the licensee.

- (c) On receipt of an application with the required fee under sub-rule (1), the Inspector shall make an inspection within fifteen days and on getting himself satisfied that the provisions of the Act and these rules are complied with, the Inspector shall renew the licence in Form "F" within fifteen days from the date of receipt of rectification of defects, if any.
6. Application for licence in case of existing escalator.- Every owner of a place in which an escalator has been erected and is being worked immediately before the coming into force of the Act and is in operation, shall apply in Form "H" along with a fee of Rs.20,000/- (Rupees Twenty Thousand only) remitted into a Government Treasury or electronic mode of payment, test reports obtained from the authorised competent person, Structural Stability Certificate obtained from the registered Structural Engineer for the building where escalator is installed and a copy of Insurance policy for the persons using such an escalator and obtain a licence in Form "F".

**7. Terms and conditions of licence for working of lift or escalator.**- Every lift or escalator shall be operated, subject to the following terms and conditions, namely,-

- (1) The licensee shall forthwith report to the Inspector on any defect in the operation of lift or escalator;
- (2) The licensee shall not carry out any additions or alterations to a lift or an escalator erected without obtaining permission in that behalf from the Inspector as required under these rules;
- (3) The licensee shall not use the lift or escalator which is not in a safe condition and shall be solely responsible for the safe maintenance of lift or an escalator, so that these rules are always complied with;
- (4) The maintenance of the lift or an escalator shall be done by a manufacturer of lifts or escalators or company of Electrical and Mechanical Engineers approved by the Inspector;
- (5) The licensee shall produce test reports obtained from the competent person authorised under rule 14 for the lift or escalator installation at the end of every year from the date of grant or renewal of licence;
- (6) No other person shall wilfully interfere with any mechanism of the lift or escalator;

- (7) Every lift or escalator operator, if appointed in case of manually operated lift or escalator, must have attained the age of eighteen years and shall be a person who has been trained in the correct operation of the lift or escalator;
- (8) When a lift or escalator erected at any place ceases to be used as such, the owner shall either remove it or maintain it in safe mechanical condition after disconnecting it entirely from the electric supply; all gates and doors shall be securely locked, so as to prevent the accidental entry to lift well or escalator and to prevent inadvertent use;
- (9) All electrical works in connection with erection of lift or escalator shall be carried out in accordance with the provisions of the Electricity Act, 2003 (Central Act 36 of 2003) and the rules made there under and the Central Electricity Authority (Measures Relating to Safety and Electric Supply) regulations, 2010;
- (10) All apparatus and components of lifts or escalators shall be of sufficient ratings and of sufficient mechanical strength for the duty which they may be required to perform under the environmental conditions of installation and shall be constructed, installed, protected, worked and maintained to ensure safety of human beings and property;
- (11) The code of practices prescribed by the Bureau of Indian Standards including National Electrical Code shall be followed in respect of the lift or an escalator and their installation and wherever relevant specification of Bureau of Indian Standard does not exist, they shall conform to the relevant International Standards;
- (12) The material and apparatus used shall conform to the prescribed specifications of Bureau of Indian Standards and wherever relevant specification of Bureau of Indian Standard does not exist, they shall conform to the relevant International Standards; and
- (13) The lift or escalator shall be tested in the manner specified in specifications and Codes of Bureau of Indian Standards and wherever relevant specification of Bureau of Indian Standard does not exist, they shall conform to the relevant International Standards;”

## **8. Appeal.-**

Any person aggrieved by the order or direction of the Inspector made under sub-section (2) of Section 11 of the Act may make an appeal to the Chief Electrical Inspector to the Government of Tamil Nadu and the appeal shall be accompanied by a copy of the order or direction appealed against.

## **9. Precautions to be adopted by the owner of the lift or escalator –**

No electrical installation work, except such as replacement of lamps, fans, fuses, switches and fittings as in no way alters its capacity or character shall be carried out on behalf of the owner of lift or escalator except by an licensed electrical contractor.

**10. Intimation of accidents.-**

The owner of the place shall give full details of accident specified in Section 13 of the Act on Form 'I' to the officials specified in the said section.

**11. Qualifications for appointment of Inspector.-**

The qualifications prescribed in the special rules for the Tamil Nadu Electrical Inspectorate Service for the Electrical Inspector shall be the qualifications for the persons to be appointed as Inspector.

**12. (1) Qualifications for appointment of persons to assist Inspectors.-** No person shall be appointed to assist an Inspector, unless.-

- (a) (i) he possesses a degree in electrical engineering from a University recognized by the University Grants Commission for purposes of its grants or its equivalent thereto; and  
(ii) he possesses experience for a period of not less than three years in the practice of electrical engineering, of which not less than one year shall be in an electrical or mechanical engineering workshop or in works connected with generation or transmission or distribution of electricity.
- (b) (i) he possesses a diploma in electrical engineering from a recognized institution or a qualification equivalent thereto; and  
(ii) he possesses experience for a period of not less than six years in the practice of electrical engineering, of which not less than two years shall be in an electrical or mechanical engineering workshop or in works connected with generation or transmission or distribution of electricity.

**(2) Powers and functions.-** The persons appointed to assist the Inspector shall have the power of entry and discharge the functions under sub-section (1) of Section 11 of the said Tamil Nadu Lifts and Escalators Act, 1997 besides assisting the Inspector in the discharge of –

- (a) functions under sub-section (3) of Section 4;
- (b) functions under sub-sections (3) of Section 5; and
- (c) other incidental functions under the Act to be discharged in the process of enforcement of the provisions of the Tamil Nadu Lifts and Escalators Act, 1997 (Tamil Nadu Act 35 of 1997 and Tamil Nadu Lifts and Escalators Rules, 1997)

**(3) Terms and conditions.-** No person other than an Assistant Electrical Inspector or Junior Electrical Inspector in the Tamil Nadu Electrical Inspectorate Service shall be appointed as a person to assist the Inspector]

**13. Authorization for Erection, Maintenance, Inspection and Testing of lifts and escalators:-**

- (1) No person shall be authorized to carryout erection, maintenance, inspection and testing of lift or escalator under Section 10 of the Act, unless such person fulfils the qualifications and terms and conditions as specified in Annexure I.
- (2) No person shall be authorized to carryout maintenance, inspection and testing of lift or escalator under Section 10 of the Act, unless such person fulfils qualifications and terms and conditions as specified in Annexure II.
- (3) Person or a Company desirous of carrying out the work of erection and maintenance, inspection and testing of lift or escalator (OR) maintenance, inspection and testing of lift or escalator shall be required to obtain separate authorization for each purpose.
- (4) Every authorization granted under this rule shall be valid for a period of one year and shall be renewable every year subject to compliance of terms and conditions specified for the purpose.

**14. Application for and issue of certificate of authorization.-**

- (1) The Chief Inspector on receipt of an application in Form “J” from a person intending to be authorised as a competent person for erection, maintenance, inspection and testing of lift and escalator under the Act and the rules made there under shall register such application and within a period of sixty days from the date of receipt of application either after having satisfied himself with regard to the competency of the applicant, approve the applicant as a competent person and issue authorisation in Forms K,L,M or N as the case may be or reject the application specifying the reasons thereof.
- (2) **Fee for authorization:-** Every such application shall be made in Form ‘J’ for the issue of certificate for authorization to the Chief Inspector along with a challan remitted into Government Treasury or by means of electronic payment through the website <https://www.tnei.tn.gov.in> for a fee of,
  - (a) Rs.20,000/- (Rupees Twenty Thousand only) in case of erection and maintenance of the lifts;
  - (b) Rs.10,000/- (Rupees Ten Thousand only) in case of maintenance of the lifts;
  - (c) Rs.20,000/- (Rupees Twenty Thousand only) in case of erection and maintenance of the Escalators;
  - (d) Rs.10,000/- (Rupees Ten Thousand only) in case of maintenance of the Escalators.
- (3) **Renewal of Certificate of authorization:-** (a) An application for renewal of certificate of authorization shall be made in Form ”J” to the Chief Inspector three months prior to the date of expiry of the certificate of authorization along with a challan remitted into Government Treasury or by means of electronic payment through the website <https://www.tnei.tn.gov.in> for a fee of,-

- (i) Rs.10,000/- (Rupees Ten Thousand only) in case of erection and maintenance of lifts;
- (ii) Rs.5,000/- (Rupees Five Thousand only) in case of maintenance of lifts;
- (iii) Rs.10,000/- (Rupees Ten Thousand only) in case of erection and maintenance of Escalators;
- (iv) Rs.5,000/- (Rupees Five Thousand only) in case of maintenance of Escalators.

(b) If the application for renewal of certificate of authorization along with the fee specified above is not produced to the Chief Inspector within the period referred to in clause (a) above, an additional fee of Rs.500/ (Rupees Five hundred only) for a delay of each month or a fraction thereof shall also be remitted by way of challan into the Government Treasury or by means of electronic payment through the website <https://www.tnei.tn.gov.in> by the authorized person.”

15. **Submission of Test report by the competent person:-** Every lift or escalator shall be maintained, inspected, tested at an interval of every one year by a competent person authorized under rule 14 and shall submit the test report to the Inspector regarding the condition of lift or escalator in the Form ‘O’ or ‘P’ ,as the case may be.



## ANNEXURE-I

[See rule 13(1)]

### **AUTHORIZATION FOR ERECTION, MAINTENANCE, INSPECTION AND TESTING OF LIFTS OR ESCALATORS**

**1. Requirements for authorization.-** An application for authorization for erection , maintenance, inspection and testing of lifts or escalator, as the case may be, under the provisions of rule 13 of the Tamil Nadu Lifts and Escalators Rules,1997 may be made in the prescribed Form - “J” along with the prescribed fee by a person fulfilling the following criteria:-

- (i) shall have an independent office premises with an independent telephone connection within the State of Tamil Nadu.
- (ii) shall have to produce a certificate from any nationalized bank to the effect that he is solvent to the extent of rupees eight lakh.
- (iii) shall have in his regular employment the following minimum staff (copies of appointment letter, proof of academic qualification and field experience to be enclosed).
  - (a) At least one engineer possessing (i) a degree in mechanical engineering or its equivalent qualification from the recognized university or institution and having an experience of at least five years in the field of lifts or escalators, as the case may be; or (ii) a diploma in mechanical engineering from a recognized institute and having an experience of at least eight years in the field of lifts or escalators, as the case may be.
  - (b) At least one engineer possessing (i) a degree in electrical and electronics engineering or its equivalent qualification from the recognized university or institution and having an experience of atleast five years in the field of lifts or escalators as the case may be or (ii) a diploma in electrical engineering from a recognized institute and having an experience of at least eight years in the field of lifts or escalators as the case may be.
  - (c) At least one person possessing a certificate in the trade of electrical or electronics from the Industrial Training Institute or any other recognized institution and possessing Wireman competency certificate issued by Tamil Nadu Electrical Licensing Board and having an experience of at least five years in the field of Lifts or escalators, as the case may be.
  - (d) Erection staff of one Industrial Training Institute electrician, one Industrial Training Institute fitter and one helper for erecting every ten new lifts/escalators to be erected in a year.
  - (e) Maintenance staff of one Industrial Training Institute electrician, one Industrial Training Institute fitter and one helper for every fifty lifts/escalators to be maintained in a year and;

- (f) Clerk/attendant round the clock having the presence in the service station for responding to the complaint calls from the owners.
- (iv) shall have a workshop in his own possession within the State of Tamil Nadu equipped with minimum area of 100 square meters with independent facility and telephone and separate power connection of at least 15 HP Such workshop shall be equipped with the following minimum machineries and testing instruments either stationary or portable.
  - (a) Lathe machine.
  - (b) Drill machine
  - (c) Welding machine of 5 kVA or above.
  - (d) Hacksaw machine
  - (e) Chain pulley block of 3 tonne capacity.
  - (f) Standard weight trolley
  - (g) Clip-on meter for measurement of voltage , current etc.,
  - (h) Tachometer
  - (i) Megger
  - (j) Earth tester

Provided that when the authorized person is having his own manufacturing unit within the State of Tamil Nadu, he shall not be required to have a separate workshop but he shall be required to have the minimum machineries and instruments as mentioned above.

- (v) shall have necessary safety gadgets, like safety belts and head gears for entire staff engaged in the work of erection and maintenance.
- (vi) shall have suitable means of transportation at his disposal for transportation of material.
- (vii) shall have group insurance covering all staff

Provided that a staff register and the relevant records related with erection, testing and maintenance work shall be maintained by such person and the same shall be produced for verification as and when directed by the Chief inspector. The specimens of such staff register as well as the guide lines to be followed for maintaining the records of erection, testing and maintenance shall be prescribed by the Chief Inspector.

**2. Grant of certificate of authorization:** -(1) The Chief Inspector may after such enquiries and tests as may be considered necessary, grant a certificate of authorization in Form “K”, in case of lifts and in Form “L”, in case of escalators to an applicant who fulfill the above requirements.

- (2) The Chief Inspector may after giving an opportunity to the persons authorized under section 10(3) of the Act of being heard, cancel the authorisation, if the person has reason to believe that he -
  - (i) has violated any condition stipulated in the authorisation; or
  - (ii) has acted in a manner inconsistent with the intent or the purpose of this Act or the rules made thereunder; or has omitted to act as required under the Act

and rules made thereunder or found to be guilty of negligence, incompetence;  
or  
(iii) for any other reason to be recorded in writing.

3. **Documents to be enclosed along with renewal application :-**

Every authorization granted under rule 14 shall be valid for 2 years. The authorization may be renewed on an application made in that behalf to the Chief Inspector along with following documents before three months from the date of expiry of licence.

- (a) Certificate of Authorization in original.
- (b) A receipted challan in original
- (c) A copy of the staff register attested by a gazetted officer.
- (d) A statement indicating the numbers of lifts or escalators erected during the valid period of authorisation.
- (e) Number of lifts or escalators maintained during the valid period of authorisation.
- (f) A certificate from any nationalized bank to the effect that the applicant continues to be solvent to the extent of Rupees eight lakhs.
- (g) A copy of the application made, if any, for renewal of the registration granted under the Factories Act, 1948.
- (h) Updated list of machineries, equipment and testing instruments in possession.
- (i) Details of safety gadgets for staff.
- (j) Details of vehicles in possession for transportation of materials.

## ANNEXURE-II

[See rule 13(2)]

### AUTHORISATION FOR MAINTENANCE, INSPECTION AND TESTING OF LIFTS OR ESCALATORS.

#### **1. Requirements for authorization.**

An application for authorization for maintenance, inspection and testing of lifts or escalator, as the case may be, under the provisions of rule 13 of **The Tamil Nadu Lifts and Escalators Rules, 1997** may be made in the prescribed Form-“J” along with the prescribed fee, fulfilling the following criteria.

- (i) shall have an independent office premises with an independent telephone connection within the State of Tamil Nadu.
- (ii) shall have to produce a certificate from any nationalized bank to the effect that he is solvent to the extent of rupees three lakhs.
- (iii) shall have in his regular employment following the minimum staff (copies of appointment letter, proof of academic qualification and field of experience to be enclosed).
  - (a) At least one engineer possessing (a) a degree in mechanical engineering or its equivalent qualification from the recognized university or institution and having an experience of at least five years in the field of elevators or escalators, as the case may be or (ii) a diploma in mechanical engineering from a recognized Institute and having an experience of at least eight years in the field of elevators or escalators as the case may be.
  - (b) At least one engineer possessing (i) a degree in electrical and electronics engineering or its equivalent qualification from the recognized university or institution and having an experience of atleast five years in the field of elevators or escalators as the case may be or (ii) a diploma in electrical engineering from a recognized Institute and having an experience of at least eight years in the field of elevators or escalators as the case may be.
  - (c) At least one person possessing a certificate in the trade of electrical or electronics from the Industrial Training Institute or any other recognized Institution and possessing “Wireman competency certificate” issued by Tamil Nadu Electrical Licensing Board and having an experience of at least five years in the field of Lifts or escalators, as the case may be.
  - (d) Maintenance staff of one Industrial Training Institute electrician, one Industrial Training Institute fitter and one helper for every fifty lifts/escalators to be maintained in a year
  - (e) Clerk/attendant round the clock having the presence in the service station for responding to the complaint calls from the owners. Provided that the employment of such clerk/attendant shall not be necessary during night

hours if facilities for better communication like mobile phone, pager system etc. are available during such hours.

- (iv) Shall have a workshop in his own possession within the State of Tamil Nadu equipped with minimum area of 100 square meters with independent facility and telephone and separate power connection of at least 15 HP Such workshop shall be equipped with the following minimum machineries and testing instruments either stationary or portable.
- (a) Lathe machine.
  - (b) Drill machine
  - (c) Welding machine of 5 kVA or above.
  - (d) Hacksaw machine
  - (e) Chain pulley block of 3 tonne capacity.
  - (f) Standard weight trolley
  - (g) Clip-on meter for measurement of voltage, current etc.
  - (h) Tachometer
  - (i) Megger
  - (j) Earth tester

Provided that when the authorized person is having his own manufacturing unit within the State of Tamil Nadu, he shall not be required to have a separate workshop but he shall be required to have the minimum machineries and instruments as mentioned above.

- (v) shall have necessary safety gadgets, like safety belts and head gears for entire staff engaged in the work of maintenance.
- (vi) shall have suitable means of transportation at his disposal for transportation of material.

Provided that a staff register and the relevant records related to maintenance shall be maintained by such person and the same shall be produced for verification as and when directed by the Chief inspector. The specimens of such staff register as well as the guide lines to be followed for maintaining the records of maintenance shall be prescribed by the Chief Inspector.

## **2. Grant of Certificate of authorization:**

- (1) The Chief Inspector may after such enquiries and tests as may be considered necessary grant a certificate of authorization in Form “M”, in case of lifts and in Form “N”, in case of escalators set out in this annexure to an applicant who fulfill the above requirements.
- (2) The Chief Inspector may after giving an opportunity to the persons authorized under section 10(3) of the Act of being heard, cancel the authorisation, If the person has reason to believe that he -
  - (i) has violated any condition stipulated in the authorisation; or

- (ii) has acted in a manner inconsistent with the intent or the purpose of this Act or the rules made thereunder; or has omitted to act as required under the Act and rules made thereunder or found to be guilty of negligence, incompetence; or
- (iii) for any other reason to be recorded in writing.

**3. Documents to be enclosed herewith along with renewal application:**

Every authorization granted under rule 14 shall be valid for two year. The authorization may be renewed on an application made in that behalf to the Chief Inspector along with following documents before three month from the date of expiry of licence.

- (a) Certificate of Authorization in original.
- (b) A receipted challan in original
- (c) A copy of the staff register attested by a Gazetted Officer.
- (d) Details of lifts maintained during the validity period of authorisation.
- (e) A certificate from any nationalized bank to the effect that the applicant continues to be solvent to the extent of Rupees Five lakhs.
- (f) A copy of the application made, if any, for renewal of the registration granted under the Factories Act, 1948.
- (g) Updated list of machineries, equipment and testing instruments in possession.
- (h) Details of safety gadgets for staff.
- (i) Details of vehicles in possession for transportation of materials.

**“FORMS**

**FORM ‘A’**

(see rule 3 )

**APPLICATION FOR PERMISSION**

**\* TO INSTALL \***

----- A LIFT OR AN ESCALATOR

**\* TO MAKE ADDITIONS AND ALTERATIONS TO**

To The Inspector of Lifts and Escalators.		
1	Full Name and Address of the Applicant	
2	Contact Number and E- mail id	
3(a)	Address of the premises where the Lift or Escalator *is to be <u>* Installed</u> <u>*make additions or alterations</u>	
(b)	Approval reference of Urban Local Body concerned for the Building Plan (Copy of approval letter, approved plan and elevation drawings to be enclosed).	
4	Whether a licence has been previously granted (details to be given).	
5	Type and Make of Lift or Escalator* (A sketch of the erection plans as per rule 3 shall be attached).	
6	(a)The rated maximum speed of the Lift; The Maker’s or Designer’s rated capacity in Weight (in kg).* (b)The rated speed of Escalator (m/sec); The Maker’s or Designer’s rated capacity (in persons /hr).*	
7	The maximum number of passengers in addition to the lift operator which the lift can carry*	
8	The total weight of the lift car carrying the maximum load (Weight of car plus maximum allowable load)*	
9	The weight of the counter-weight for Lift (kg) *	

10	System of roping: (The number, description, weights (kgs) and size (in Sq.mm) of the supporting ropes of the Lift )*	
11	<u>Lift</u> *:The depth of the pit from lowest part of the car when at the lowest floor (in mms) <u>Escalator</u> *:The depth of the pit (both upper and lower) (in mms)	
12	Details of the construction of the Overhead Arrangement with weight (in kg.) and size (in mms) of beams or any other arrangement *	
13	Total Number of landings of the Lift*	
14	(a)Angle of inclination of escalator* (b)Vertical rise of the escalator (in mms) (c)Width of the escalator (d) Number of flat steps	
15	(a)Type of balustrading in escalator: (b) Height of balustrade	
16	Details of (a) hand rails (b) steps treads (c) landing (d)comb plates (e) trusses or girders, Skirting brush (f)step wheel tracks in escalator	
17	(a)Drive chain factor of safety whether all the electrical and mechanical safety devices as per standards provided in the escalator (b) Illumination level provided for comb lights ( in lux)	
18	Details of fee paid	

Date:

Signature of the Applicant.

Encl: 1.Original remitted chalan/e-receipt.

2. Copy of approval obtained from the local body for the building.
3. Drawings of Lift or Escalator\*Installation (Both Electrical and Mechanical)

-----

\* Strike off whichever is inapplicable.



FORM 'B'

(See rule 3(2))

Government of Tamil Nadu

Letter No.....

Dated

To

.....  
.....  
.....  
.....

Sub: Permission for \* erection of Lift or Escalator \* or making additions or alterations of existing Lift or Escalator \*at the ..... Granted.

\*Under sub-section (3) in section 4 of the Tamil Nadu Lifts and Escalators Act,1997 (Tamil Nadu Act 35 of 1997), permission is hereby granted to erect Lift or Escalator \* under section 9 of the Tamil Nadu Lifts and Escalators Act,1997 (Tamil Nadu Act 35 of 1997), \*permission is hereby granted to make additions or alterations of existing Lift or escalator \* at the premises ..... owned by ..... subject to the provisions of the Tamil Nadu Lifts and Escalators Act,1997 (Tamil Nadu Act 35 of 1997) and the Tamil Nadu Lifts and Escalator Rules, 1997.

The permission shall be valid for a period of six months from the date on which it is granted.

The lift or Escalator\* shall not be worked until a licence is granted by the Inspector of Lifts and Escalators for working of the lift or escalator in accordance with rule 4 of the Tamil Nadu Lifts and Escalator Rules, 1997.

Signature-----

The Inspector of Lifts and Escalators, Government of TamilNadu

---

\* Strike off whichever is inapplicable.

**FORM C**  
(see rule 4 (1) )

**NOTICE INTIMATING THE COMPLETION OF THE WORK OF  
ERECTION OF LIFT OR AN ESCALATOR AND APPLICATION FOR A  
LICENCE TO WORK THE LIFT OR AN ESCALATOR**

To  
The Inspector of Lifts and Escalators

Sir,  
Sub: Erection of Lift or Escalator \*at the .....

With reference to your letter No. \_\_\_\_\_ dated \_\_\_\_\_ by which permission has been granted to erect a Lift or an Escalator\* at the above mentioned premises, I/We have to state that the work of erection of the lift or Escalator\* was completed on \_\_\_\_\_ by Thiru. \_\_\_\_\_.

I/We further request that a licence for working the lift or Escalator\* may be granted. The work of erection of the lift or Escalator\* has been carried out in accordance with the provisions of the Tamil Nadu Lifts and Escalator Rules, 1997.

A work Completion Report of the manufacturer of lifts or escalators\* or Company of the Electrical and Mechanical Engineers, Completion Report of the licensed Electrical Contractor, and copy of Insurance Policy taken by the owner(s) of the Lift or Escalator\* covering insurance for the persons using the Lift or Escalator\* are enclosed.

Yours faithfully,

\_\_\_\_\_  
Signature of the owner of the lift or escalator\*

- Encl.: (1) Original remitted chalan/e-receipt.
- (2) Work Completion Report of the manufacturer of lifts or escalators\* or the Company of Electrical and Mechanical Engineers.
- (3) Work Completion Report of the Electrical Contractor.
- (4) Copy of Insurance Policy.

\* Strike off whichever is inapplicable.

**FORM D**

[See Rule 4 (1) ]

To  
The Inspector of Lifts and Escalators

Sir,

Sub: Erection of Lift or Escalator\*-----  
Submission of Completion Report  
-----

We -----(Name of the manufacturer of Lifts or Escalators\*or Company of Electrical and Mechanical Engineers) having undertaken the work of erection of the lifts or escalators at the premises of ----- and having completed the erection of the said lift or escalator \*hereby certify that the work of erection of the lift or escalator complies with the provisions of the Tamil Nadu Lifts and Escalator Rules, 1997. We further certify that the erection and testing of the lift or escalator\* has been carried out in accordance with the provisions of the Tamil Nadu Lifts and Escalators Act, 1997 (Tamil Nadu Act 35 of 1997) and the Tamil Nadu Lifts and Escalator Rules,1997 and confirm that the Lift car, motor, controller, ropes, governor and all the systems and components of the Lift have been tested conforming to the Bureau of Indian Standards or relevant International Standards \*or the Escalators have been tested conforming to the Bureau of Indian Standards or relevant International Standards.

It is certified that the Building in which the lift or escalator\* is erected is structurally sound and stable. We further certify that the lift or escalator \* installation is ready for Inspection which is required to be made for the purpose of Issuing a licence under the said Act and the Rules, for working the same.

We undertake the full responsibility of the Installation to be handed over duly to the owner after Inspection and compliance of provisions of the said Act and Rules.

\*Details of Lift Installation:

- (i) Make of Lift and Serial No.
- (ii) Type of Lift
- (iii) Type of Control
- (iv) Capacity

\*Details of Escalator:

- (i) Make of Escalator and Serial No \_\_\_\_\_
- (ii) Angle of inclination of Escalator \_\_\_\_\_
- (iii) Width of the escalator \_\_\_\_\_
- (iv) Vertical rise of the escalator \_\_\_\_\_
- (v) Rated load \_\_\_\_\_
- (vi) Rated speed \_\_\_\_\_

Yours faithfully,

Signature of the Manufacturer of the lifts or escalators\* or  
the Company of the Electrical and Mechanical Engineers.

Registration certificate No:  
Validity:

---

\* Strike off whichever is inapplicable.

**FORM E**  
[See rule 4 (1)]

**FORM OF COMPLETION REPORT FROM LICENSED CONTRACTOR  
FOR ELECTRICAL WORKS OF LIFT OR ESCALATOR\***

We report that the electrical installation detailed below has been installed by us and tested and that to the best of our knowledge and belief it complies with the Central Electricity Authority (MSES) Regulations, 2010 as well as the Indian Standard code of practices for electrical installations.

- (1) Electrical Installation at \_\_\_\_\_  
 (2) Voltage and System supply \_\_\_\_\_

(3) **PARTICULARS OF WORKS:**

(a) MV installation:

<u>Sl. No.</u>	<u>Equipment</u>	<u>Capacity in KW</u>	<u>Voltage</u>	<u>Fed from Distribution Board/Switch Board</u>
(1)	(2)	(3)	(4)	(5)

(b) Lighting load: \_\_\_\_\_

N.B.- Additional sheets to be used, if needed, for furnishing details against any items.

(c) Test results:

I. (1)	Insulation resistance for the whole Installation	
(2)	Between Phases.	
(3)	Between each phase and earth	
II. (1)	Resistance of earth electrode for earthing system	
(2)	Maximum earthing resistance of Installation	

Signature of Supervisor

Name and address

\_\_\_\_\_  
 \_\_\_\_\_

COMPETENCY CERTIFICATE

No. \_\_\_\_\_

Valid upto \_\_\_\_\_

Dated \_\_\_\_\_

Signature of Electrical Contractor

Name and address

\_\_\_\_\_  
 \_\_\_\_\_

ELECTRICAL CONTRACTOR LICENCE

No. \_\_\_\_\_

Valid upto \_\_\_\_\_

Dated \_\_\_\_\_

**FORM 'F'**  
[see rules 4(2), 5(2) and 6 ]

**LICENCE TO WORK / RENEWAL OF LICENCE TO WORK A LIFT OR AN ESCALATOR**

*(This licence is not transferable or assignable to any person, company, body of individuals or firm. This licence is to be renewed once in three years and must be produced to the Licensing Authority when called for.)*

Registration No. \_\_\_\_\_

Under sub-section (3) of section 5 of the Tamil Nadu Lifts and Escalators Act, 1997) (Tamil Nadu Act 35 of 1997), Thiru \_\_\_\_\_ are hereby granted / renewed licence to work or cause to be worked or allow the working of the lift or escalator\* erected and inspected on \_\_\_\_\_ at the premises No. \_\_\_\_\_ subject to the provisions of the Tamil Nadu Lifts and Escalators Act, 1997 (Tamil Nadu Act 35 of 1997) and the Tamil Nadu Lifts and Escalators Rules, 1997, the particulars of which are given below:-

The licence shall remain valid from \_\_\_\_\_ to \_\_\_\_\_ and is issued, subject to the conditions set out below:-

**\*PARTICULARS**

- (i) Make of Lift and Serial No. \_\_\_\_\_
- (ii) Type of Lift \_\_\_\_\_
- (iii) Type of Control \_\_\_\_\_
- (iv) Capacity \_\_\_\_\_

**\*PARTICULARS**

- (i) Make of Escalator and Serial No \_\_\_\_\_
- (ii) Angle of inclination of Escalator \_\_\_\_\_
- (iii) Width of the escalator \_\_\_\_\_
- (iv) Vertical rise of the escalator \_\_\_\_\_
- (v) Rated load \_\_\_\_\_
- (vi) Rated speed \_\_\_\_\_

Date \_\_\_\_\_

Inspector of Lifts and Escalators

**Date of Inspection**  
**(1)**

**Valid from**  
**(2)**

**Valid upto**  
**(3)**

**Signature of the Officer**  
**renewing the Licence**  
**(4)**

## CONDITIONS

- (1) The lift or escalator\* and its installation shall be worked and maintained in conformity with the provisions of the Tamil Nadu Lifts and Escalators Act, 1997 and the Tamil Nadu Lifts and Escalators Rules, 1997.
- (2) If the holder of this licence does not reside in the Town or Village in which the lift or Escalator\* has been erected, he shall within one month from the date of this licence appoint an agent, authorized signatory of the licensee who shall be resident in the Town or Village in which the lift or escalator\* has been erected. The agent, authorized signatory of the licensee so appointed shall be responsible for the working and maintenance of the lift or escalator \*in conformity with the provisions of the said Act and Rules. The name of every such agent, authorized signatory of the licensee shall be communicated to the Inspector of Lifts and Escalators. Any change of agent, authorized signatory of the licensee shall also be similarly communicated.
- (3) The holder of this licence, within one month from the date of this licence, appoint a manufacturer of lift or escalator\* or a company of Electrical and Mechanical Engineers for the maintenance of the lift or escalator\* and shall communicate the same to the Inspector. Any change of the above so appointed shall also be communicated.
- (4) The licensee shall produce test reports obtained from the competent person authorized under rule 14 for the lift installation in Form "O" or Form "P" for the escalator installation, at the end of every year from the date of grant or renewal of licence.
- (5) No additions or alterations to the lift or escalator \*and its installation shall be carried out without previous permission in writing of the Inspector.
- (6) The licensee shall not use the lift or escalator \*which is not in a safe condition and shall be solely responsible for the safe maintenance of the lift or escalator\*, so that the Tamil Nadu Lifts and Escalators Rules, 1997 are always complied with.
- (7) If the holder of this licence ceases to have interest in the lift or escalator \*installation for which the licence is granted, the licence shall be deemed to be invalid and it shall be returned to the Inspector.
- (8) If any direction issued under sub –section (2-A) of Section 11 of the Act has not been carried out, such lift in case is found being used, shall be ordered to be stopped forthwith and sealed by the Inspector.
- (9) The insurance policy shall be annually renewed at the end of its validity.
- (10) Whoever contravenes any of the provisions of the Act or the Rules made thereunder or the terms and conditions of a permission or of a licence or a direction given by the Inspector or any person appointed under Section 14 of the Act to assist him, shall be punishable with fine which may extend to one thousand rupees and in the case of a continuing contravention with a further fine which may extend to fifty rupees for every day during which such contravention is continued after such conviction.

---

**\* Strike off whichever is inapplicable.**

**FORM G**

[See rule 5(1)]

**APPLICATION FOR RENEWAL OF LICENCE FOR WORKING A LIFT OR AN ESCALATOR\***

To

The Inspector of Lifts and Escalators,  
\_\_\_\_\_

Sir,

Sub:- Application for renewal of Licence for working the Lift or Escalator \*  
at \_\_\_\_\_

As required under rule 5(1) of the Tamil Nadu Lifts and Escalators Rules, 1997, I/We hereby apply for the renewal of licence for working the lift or escalator\* and the required particulars are furnished below and request that renewal of licence may be granted:-

1.	Full Name and Address of the Applicant	
2.	Contact Number and E-mail id:	
3.	Address of the place where the lift or escalator has been erected together with the name of the owner thereof.	
4.	Details of licence previously granted	
5.	Details of fee paid.	
6.	Whether a copy of valid Insurance Policy taken by the Owner of the lift or escalator* covering insurance for persons using the lift or escalator* is enclosed.	
7.	Whether a copy of Annual Maintenance contract for the lift or escalator is enclosed.	
8.	Whether a copy of the test reports issued by the authorised competent person is enclosed.	

Yours faithfully,

Signature of the Owner of the lift or Escalator\*

Encl: (1) Original remitted Challan/e-receipt

(2) Copy of Insurance Policy.

(3) A copy of Annual Maintenance Contract for the lift

(4) A copy of the Test Report issued by the competent person

(5) The stability Certificate obtained from the registered Structural Engineer for the buildings which are constructed before the formation of Urban Local Body (if applicable)

---

**\* Strike off whichever is inapplicable.**



**FORM H**  
(see rule (6) )

**APPLICATION FOR LICENCE FOR WORKING AN ESCALATOR ERECTED PRIOR TO  
THE COMMENCEMENT OF THE TAMIL NADU LIFTS AND ESCALATORS ACT, 1997**

To  
The Inspector of Lifts and Escalators,  
.....  
.....

1. Full name and address of the applicant	
2. Name and address of the authorized signatory	
3. Address of the place where the Escalator has been erected together with the name of the owner thereof.	
4. Date of erection	
5. Type of Escalator	
6. Name of Manufacturer and Serial Number of Escalator	
7. Vertical rise of the Escalator in millimeter	
8. The rated speed of the Escalator (m/s)	
9. The rated load (in Kilogram) of the Escalator	
10. Rated Capacity in persons/hour	
11. Angle of inclination of escalator	
12. Type of balustrading in escalator	
13. Width between balustrades in escalator	
14. Details of handrails, steps treads, landing, comb plates, trusses or girders and step wheel tracks in escalator	
15. The Factor of safety based on the static loads	
16. Whether all the Electrical and Mechanical safety devices are provided as per standards	
17. Details of fee paid	

Signature of the Owner of the Escalator

Date:

- Enclosure: (1) Copy of Insurance Policy taken by the owner of the escalator covering insurance for the persons using the escalator.  
(2) Original remitted Chalan  
(3) Test Reports obtained from the authorised competent Person  
(4) Structural Stability Certificate obtained from registered Structural Engineer for the building where the escalator is installed.

**FORM I**

[See rule 10]

**NOTICE OF ACCIDENTS IN LIFTS OR ESCALATORS**

To

- 1) The Inspector of Lifts and Escalators

-----

- 2) The commissioner of Police in the City of Chennai, Madurai, Coimbatore, Salem, Tiruchirappalli, Tirunelveli or Tiruppur and elsewhere to the District Magistrate and such other officer as the Government may, by order, specify in this behalf.

Under Section 13 of the Tamil Nadu Lifts and Escalators Act, 1997 (Tamil Nadu Act 35 of 1997), I/We hereby inform you that an accident has occurred in the operation of \*Lifts/\*Escalators at the place owned by me/us on -----

-----

I/We have discontinued the working of a Lift/Escalator, pending permission of the Inspector to resume the working.

Yours faithfully,

Dated :

Signature of the owner of  
the Lift/Escalator

---

**\* Strike off whichever is inapplicable.**

**FORM- J**  
**(see rule 14)**

APPLICATION FOR OBTAINING AUTHORISATION OR RENEWAL FOR ERECTION,  
MAINTENANCE, INSPECTION AND TESTING OF LIFTS OR ESCALATORS/ MAINTENANCE  
INSPECTION AND TESTING OF LIFTS OR ESCALATORS\*

1. Name of the applicant \_\_\_\_\_
2. Name of authorized person with designation
3. Legal status (whether individual firm or company)  
(Registration Number, GST No., and names of Partners or Directors to be given in case of firm or company, as the case may be.)
4. Business Address \_\_\_\_\_  
(Details about possession, e-mail address, phone number)
5. Whether certificate of authorization was issued in the past in the same name. If so, give number and date of certificate of authorization.
6. (A) Particulars relating to erection and maintenance of lifts/escalators. Details of lifts/escalators erected and maintained to be furnished along with licence details.\*  
(B) Particulars relating to maintenance of lifts/escalators. Details of lifts/escalators maintained to be furnished along with licence details. \*
7. Whether solvency certificate is attached.
8. (A) Details of entire staff employed for Erection and Maintenance\*  
(Copies of appointment letter, proof of academic qualification and field experience to be enclosed)  
(B) Details of entire staff employed for Maintenance\*  
(copies of appointment letter, proof of academic qualification and field of experience to be enclosed)
9. Details of workshop with machineries.
10. Details of testing instruments.
11. Details of safety gadgets/tools.
12. Details of facilities of vehicles.
13. Details of payment of fee (Original receipted Chalan to be attached)
14. Group Insurance scheme/workman compensation policy for the employees
15. Remarks.

I/We hereby declare that the particulars stated above are correct to the best of my/our knowledge.

Place :  
Date :.....

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_

Notes: (1) Any person who makes, procures to be made or assist in making any false statement for the purpose of obtaining for himself or any other person a certificate of authorization for erection and maintenance of lifts/escalators shall render himself liable to prosecution.  
(2) If additional space is required for completing any items, additional sheet may be attached to this Form.

-----  
\* Strike off whichever is inapplicable.

**DECLARATION BY THE ORGANISATION (IF EMPLOYED)**

I, certify that Thiru/Thirumathi.....whose details are furnished above, is in our employment and nominate him on behalf of the organisation for the purpose of being declared as an authorized person under the Act. I also undertake to

(a) notify the Inspector in case the authorized person leaves our employment;

(b) take responsibility for any lapse on the part of the authorized person in the performance of his function.

Signature :

Designation :  
(Head of the Organisation  
or Authorised Signatory)

Telephone No. :

Office Seal :

Form K  
(see rule 14)  
**GOVERNMENT OF TAMIL NADU**  
**ELECTRICAL INSPECTORATE**

CERTIFICATE OF AUTHORISATION or RENEWAL OF AUTHORISATION FOR  
ERECTION ,MAINTENANCE, INSPECTION AND TESTING OF LIFTS

**REGISTRATION NO** :  
**DATE OF REGISTRATION** :

Under Section 10 of the Tamil Nadu Lifts and Escalators Act, 1997, (35 of 1997)  
Thiru.....  
.....  
.....are hereby authorized to carry out  
erection, maintenance, inspection and testing of lift installation within the State of Tamil  
Nadu, subject to the compliance of instructions set out in the Annexure I and fulfillment of  
the conditions detailed below.

**Chief Inspector of Lifts and Escalators**

**Authorization Valid from**  
**(1)**

**Authorization Valid upto**  
**(2)**

**Initial of Chief Inspector of**  
**Lifts and Escalators**  
**(3)**

## CONDITIONS

### ERECTION / MAINTENANCE / INSPECTION / TESTING

- 1) (i) This certificate is valid for a period of one year and shall be returned to Chief Inspector of Lifts and Escalators for renewal along with application for the purpose three months before the expiry of validity  
  
(ii) In the event of the holder of registration failing to get the registration renewed in the said manner before the date of expiry, the registration shall become void and fresh registration shall have to be obtained.
- 2) The firm/company holding this registration can undertake the work of erections, additions or alterations of Lift.
- 3) The holder of this certificate of registration shall be in possession of the latest copy of Tamil Nadu Lifts and Escalators Act, 1997 and Tamil Nadu Lifts and Escalators Rules, 1997 and relevant specifications and code of practices of Bureau of Indian Standards.
- 4) (i) It shall be the responsibility of the person authorized to ensure that all materials, fittings, appliances, equipments etc used in the lift which he undertakes to erect/add/alter conform to the relevant specifications as laid down by Bureau of Indian Standards.  
  
(ii) All the works for erection/addition/alteration of Lift undertaken by the holder of this certificate of registration shall be done as per the provisions of the Lift and Escalators Rules and the holder thereof shall be responsible for proper erection.
- 5) The holder of this certificate of registration
  - (i) shall maintain a register of technical personnel employed by him for erection and that register shall be produced for inspection on demand by Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators or any other person authorised by him in this behalf.
  - (ii) shall maintain a register of lifts erected indicating the date of commencement of completion.
  - (iii) The list of lifts erected as on 31st March of every year, after the receipt of the approval, shall be submitted before 30<sup>th</sup> April of the year to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators and the Inspector of lifts of the District/Area concerned.
- 6) Any change in address of the place of business of the holder of this certificate of registration shall be communicated to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators within 2 weeks of such change. Any change of Agent or Manager, if any shall be similarly notified within fifteen days of such change.
- 7) Permission to erect a lift or for making addition or alteration to existing lift should be arranged to be obtained from Inspector of Lifts of District concerned.

- 8) Before commencement of the work of erection, addition to or alteration to a lift installation, intimation shall be given to Inspector of lifts of concerned district within 7 days from the commencement of work
- 9) On completion of the erection works completion report should be sent to the Inspector of Lifts and Escalators for obtaining the license and lifts should be commissioned only after obtaining the license.
- 10) A record of tests carried out during initial erection and tests carried on the lifts installation shall be recorded in a register to be maintained for the purpose by the holder of this certificate and every such report shall be produced to the Inspector of Lifts and Escalators concerned during the Inspection.
- 11) The holder of this certificate should mention the approval registration number with its validity in all their correspondence to this office and to any Inspector of Lifts and Escalators and only the authorized signatory shall sign in all the correspondences.
- 12) The holder of this certificate should depute one of his authorised Representative/ Engineer to be present at the time of inspection by the Inspector of Lifts and Escalators or his representative of the lift Installation erected by him.
- 13) If there is change in ownership or the name and style in which the approval is granted then the holder of the certificate shall seek fresh certificate of authorisation.
- 14) Atleast 3 persons who are ordinarily the occupants or residents of premises in which the lift is to be installed, shall be trained by the holder of this certificate of registration in respect of rescue operation in case of power failure.
- 15) The holder of this certificate of registration shall report the occurrence of any fatal or non-fatal accident in writing to Chief Inspector of Lifts and Escalators and the Inspector of Lifts and Escalators concerned within 24 hours of the occurrence of such accident.
- 16) The group Insurance Scheme/Workman compensation policy for the employees should be kept alive.
- 17) Issue of Duplicate copy of Certificate of Registration:
  - (i) A duplicate copy of certificate of registration will be issued on the request made by the applicant in case of loss of original certificate, to the satisfaction of Chief Inspector of Lifts and Escalators
  - (ii) On issue of duplicate copy of certificate, the original certificate shall be deemed to be invalid and if found shall be returned to Chief Inspector of Lifts and Escalators
- 18) If the holder of this certificate is found to be guilty of negligence or incompetence or in case of breach of the provisions of the Tamil Nadu Lifts and Escalators Act, 1997 and Tamil Nadu Lifts and Escalators Rules, 1997 and the above instructions contained in this registration or for the malpractice or misconduct or misbehavior or any other reason in public interest, the Chief Inspector of Lifts and Escalators may suspend or cancel the approval after giving show cause notice.

**Form L**

(See rule 14)

**GOVERNMENT OF TAMIL NADU  
ELECTRICAL INSPECTORATE**

CERTIFICATE OF AUTHORIZATION FOR ERECTION, MAINTENANCE, INSPECTION AND TESTING OF ESCALATORS

**REGISTRATION NO** :  
**DATE OF REGISTRATION** :

Under Section 10 of Tamil Nadu Lifts and Escalators Act,1997, Thiru/Thirumathi

.....

.....

.....are hereby authorized to carry out erection, maintenance, inspection and testing of escalators installation within the State of Tamil Nadu subject to the compliance of instructions set out in the Annexure I and fulfillment of the conditions detailed below.

**Chief Inspector of Lifts and Escalators**

**Authorization Valid from**  
**(1)**

**Authorization Valid upto**  
**(2)**

**Initial of Chief Inspector Lifts  
and Escalators**  
**(3)**



## **CONDITIONS**

### **ERECTION/MAINTENANCE/INSPECTION/TESTING**

- (1) (i) This certificate is valid for a period of one year and shall be returned to Chief Inspector of Lifts and Escalators for renewal along with application for the purpose three months before the expiry of validity.  
  
(ii) In the event of the holder of registration failing to get the registration renewed in the said manner before the date of expiry, the registration shall become void and fresh registration shall have to be obtained.
- (2) The firm/company holding this registration can undertake the work of erections, additions or alterations of escalators.
- (3) The holder of this certificate of registration shall be in possession of the latest copy of the Tamil Nadu Lifts and Escalators Act, 1997 and The Tamil Nadu Lifts and Escalators Rules, 1997 and relevant specifications and code of practices of Bureau of Indian Standards.
- (4) (i) It shall be the responsibility of the person authorized to ensure that all materials, fittings, appliances, equipments etc used in the escalators which he undertakes to erect/add/alter conform to the relevant specifications as laid down by Bureau of Indian Standards.  
  
(ii) All the works for erection/addition/alteration of escalators undertaken by the holder of this certificate of registration shall be done as per the provisions of the Lift and Escalators Rules and the holder thereof shall be responsible for proper erection.
- (5) The holder of this certificate of registration,--
  - (i) shall maintain a register of technical personnel employed by him for erection and register shall be produced for inspection on demand by Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators or any other person authorised by him in this behalf.
  - (ii) shall maintain a register of escalators erected indicating the date of commencement of completion.
  - (iii) The list of escalators erected as on 31st March of every year, after the receipt of the approval, shall be submitted before 30<sup>th</sup> April of the year to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators and the Inspector of lifts of the District/Area concerned.
- (6) Any change in address of the place of business of the holder of this certificate of registration shall be communicated to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators within two weeks of such change. Any change of Agent or Manager, if any shall be similarly notified within fifteen days of such change.
- (7) Permission to erect a escalators or for making addition or alteration to existing escalators should be arranged to be obtained from Inspector of Lifts and Escalators of District concerned.

- (8) Before commencement of the work of erection, addition to or alteration to an escalators installation, intimation shall be given to Inspector of Lifts and Escalators of concerned district within 7 days from the commencement of work.
- (9) On completion of the erection works completion report should be sent to the Inspector of Lifts and Escalators for obtaining the license and escalators should be commissioned only after obtaining the license.
- (10) A record of tests carried out during initial erection and tests carried on the escalators installation shall be recorded in a register to be maintained for the purpose by the holder of this certificate and every such report shall be produced to the Inspector of Lifts and Escalators concerned during the Inspection.
- (11) The holder of this certificate should mention the approval registration number with its validity in all their correspondence to this office and to any Inspector of Lifts and Escalators and only the authorised signatory shall sign in all the correspondences.
- (12) The holder of this certificate should depute one of his authorised Representative/Engineer to be present at the time of inspection by the Inspector of Lifts and Escalators or his representative of the escalators Installation erected by him.
- (13) If there is change in ownership or the name and style in which the approval is granted then the holder of the certificate shall seek fresh certificate of authorisation.
- (14) Atleast 3 persons who are ordinarily the occupants or residents of premises in which the escalators are installed, shall be trained by the holder of this certificate of registration in respect of rescue operation in case of power failure.
- (15) The holder of this certificate of registration shall report the occurrence of any fatal or non-fatal accident in writing to Chief Inspector of Lifts and Escalators and the Inspector of Lifts and Escalators concerned within 24 hours of the occurrence of such accident.
- (16) The group Insurance Scheme/Workman compensation policy for the employees should be kept alive.
- (17) Issue of Duplicate copy of Certificate of Registration:

A duplicate copy of certificate of registration granted under these rules will be issued on request made by the applicant in case of loss of original certificate to the satisfaction of Chief Inspector of Lifts and Escalators

On issue of duplicate certificate, the original certificate shall be deemed to be invalid and if found shall be returned to Chief Inspector of Lifts and Escalators

- (18) If the holder of this certificate is found to be guilty of negligence or incompetence or in case of breach of the provisions of the Tamil Nadu Lifts and Escalators Act, 1997 and the Tamil Nadu Lifts and Escalators Rules, 1997 and the above instructions contained in this registration or for the malpractice or misconduct or misbehavior or any other reason in public interest, the Chief Inspector of Lifts and Escalators may suspend or cancel the approval after giving a show cause notice.

Form M  
(See rule 14)  
**GOVERNMENT OF TAMIL NADU**  
**ELECTRICAL INSPECTORATE**

CERTIFICATE OF AUTHORISATION FOR MAINTENANCE, INSPECTION AND TESTING  
OF ESCALATORS

**REGISTRATION NO** :  
**DATE OF REGISTRATION** :

Under Section 10 of the Tamil Nadu Lifts and Escalators Act, 1997,  
Thiru.....

.....are hereby authorized to carry out  
maintenance, inspection and testing of lifts within the State of Tamil Nadu subject to the  
compliance of instructions set out in the Annexure II and fulfillment of the conditions  
detailed below.

**Chief Inspector of Lifts and Escalators**

**Authorization Valid from**  
**(1)**

**Authorization Valid upto**  
**(2)**

**Initial of Chief Inspector Lifts  
and Escalators**  
**(3)**

## CONDITIONS

### MAINTENANCE/INSPECTION/TESTING

- 1) (i) This certificate is valid for a period of one year and shall be returned to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators for renewal along with application for the purpose three months before the expiry of validity  
  
(ii) In the event of the holder of registration failing to get the registration renewed in the said manner before the date of expiry, the registration shall become void and fresh registration shall have to be obtained.
- 2) The firm/company holding this registration can undertake the work of maintenance of work.
- 3) The holder of this certificate of registration shall be in possession of the latest copy of the Tamil Nadu Lifts and Escalators Act, 1997 and Tamil Nadu Lifts and Escalators Rules, 1997 and relevant specifications and code of practices of Bureau of Indian Standards.
- 4) It shall be responsibility of the person authorized to ensure that all materials, fittings, appliances, equipments etc used in the lift which he undertakes to maintain conform to the relevant specifications as laid down by Bureau of Indian Standards.
- 5) The holder of this certificate of registration,-
  - (i) shall maintain a register of technical personnel employed by him for maintenance and register shall be produced for inspection on demand by Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators or any other person authorised by him in this behalf.
  - (ii) The list of lifts maintained as on 31st March of every year, after the receipt of the approval, shall be submitted before 30<sup>th</sup> April of the year to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators of the District/Area concerned.
- 6) Any change in address of the place of business of the holder of this certificate of registration shall be communicated to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators within two weeks of such change. Any change of Agent or Manager, if any shall be similarly notified within fifteen days of such change.
- 7) The holder of this certificate should mention the approval registration number with its validity in all their correspondence to this office and to any Inspector of Lifts and Escalators and only the authorised signatory shall sign in all the correspondences.
- 8) The holder of this certificate should depute one of his authorised Representative/Engineer to be present at the time of inspection by the Inspector of Lifts and Escalators or his representative of the escalator Installation erected by him.

- 9) If there is change in ownership or in the name and style in which the approval is granted then the holder of the certificate shall seek fresh certificate of authorisation.
- 10) Atleast three persons of the owner of the lifts who ordinarily are the occupants or residents of premises in which the lift is installed, shall be trained by holder of this certificate of registration in respect of rescue operation in case of power failure.
- 11) The holder of this certificate of registration shall report the occurrence of any fatal or non-fatal accident in writing to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators concerned within 24 hours of the occurrence of such accident.
- 12) The group Insurance Scheme/Workman compensation policy for the employees should be kept alive.
- 13) Issue of Duplicate copy of Certificate of Registration:
  - (i) A duplicate copy of certificate of registration will be issued on the request made by the applicant in case of loss of original certificate to the satisfaction of Chief Inspector of Lifts and Escalators
  - (ii) On issue of duplicate copy of certificate, the original certificate shall be deemed to be invalid and if found shall be returned to Chief Inspector of Lifts and Escalators
- 14) If the holder of this certificate is found to be guilty of negligence of incompetence or a breach of the provisions of the Tamil Nadu Lifts and Escalators Act, 1997 and Tamil Nadu Lifts and Escalators Rules,1997 and the above instructions or for the malpractice or misconduct or misbehavior or any other reason in public interest, the Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators may suspend or cancel the approval after giving a show cause notice.

Form N  
(See rule 14)  
**GOVERNMENT OF TAMIL NADU**  
**ELECTRICAL INSPECTORATE**

CERTIFICATE OF AUTHORISATION FOR MAINTENANCE, INSPECTION AND TESTING OF ESCALATORS

**REGISTRATION NO** :  
**DATE OF REGISTRATION** :

Under Section 10 of the Tamil Nadu Lifts and Escalators Act,1997,  
Thiru.....  
.....  
.....are hereby authorized to carry out  
maintenance, inspection and testing of escalators within the State of Tamil Nadu subject to  
the compliance of instructions set out in the Annexure II and fulfillment of the conditions  
detailed below.

**Chief Inspector of Lifts and Escalators**

**Authorization Valid from**  
**(1)**

**Authorization Valid upto**  
**(2)**

**Initial of Chief Inspector Lifts  
and Escalators**  
**(3)**

## CONDITIONS

### MAINTENANCE/INSPECTION/TESTING

- 1) (i) This certificate is valid for a period of one year and shall be returned to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators for renewal along with application for the purpose three months before the expiry of validity  
  
(ii) In the event of the holder of registration failing to get the registration renewed in the said manner before the date of expiry, the registration shall become void and fresh registration shall have to be obtained.
- 2) The firm/company holding this registration can undertake the work of maintenance of work.
- 3) The holder of this certificate of registration shall be in possession of the latest copy of the Tamil Nadu Lifts and Escalators Act, 1997 and Tamil Nadu Lifts and Escalators Rules, 1997 and relevant specifications and code of practices of Bureau of Indian Standards.
- 4) It shall be responsibility of the person authorized to ensure that all materials, fittings, appliances, equipments etc used in the escalators which he undertakes to maintain conform to the relevant specifications as laid down by Bureau of Indian Standards.
- 5) The holder of this certificate of registration
  - (i) shall maintain a register of technical personnel employed by him for maintenance and register shall be produced for inspection on demand by Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators or any other person authorised by him in this behalf.
  - (ii) The list of escalators maintained as on 31st March of every year, after the receipt of the approval, shall be submitted before 30<sup>th</sup> April of the year to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators of the District/Area concerned.
- 6) Any change in address of the place of business of the holder of this certificate of registration shall be communicated to Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators within two weeks of such change. Any change of agent or Manager, if any shall be similarly notified within fifteen days of such change.
- 7) The holder of this certificate should mention the approval registration number with its validity in all their correspondence to this office and to any Inspector of Lifts and Escalators and only the authorised signatory shall sign in all the correspondences.
- 8) The holder of this certificate should depute one of his authorised Representative/Engineer to be present at the time of inspection by the Inspector of Lifts and Escalators or his representative of the escalator Installation erected by him.

- 9) If there is change in ownership or in the name and style in which the approval is granted then the holder of the certificate shall seek fresh certificate of registration.
- 10) Atleast 3 persons of the owner of the escalators who ordinarily are the occupants or residents of premises in which the escalators is installed, shall be trained by holder of this certificate of registration in respect of rescue operation in case of power failure.
- 11) The holder of this certificate of registration shall report the occurrence of any fatal or non-fatal accident in writing to Chief Inspector of Lifts & Escalators and Inspector of Lifts and Escalators concerned within 24 hours of the occurrence of such accident.
- 12) The group Insurance Scheme/Workman compensation policy for the employees should be kept alive.
- 13) Issue of Duplicate copy of Certificate of Registration:
  - (i) A duplicate copy of certificate of registration will be issued on the request made by the applicant in case of loss of original certificate to the satisfaction of Chief Inspector of Lifts and Escalators
  - (ii) On issue of duplicate copy of certificate, the original certificate shall be deemed to be invalid and if found shall be returned to Chief Inspector of Lifts and Escalators
- 14) If the holder of this certificate is found to be guilty of negligence or incompetence or a breach of the provisions of the Tamil Nadu Lifts and Escalators Act , 1997 and Tamil Nadu Lifts and Escalators Rules,1997 and the above instructions contained in this registration or for the malpractice or misconduct or misbehavior or any other reason in public interest, the Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators may suspend or cancel the approval after giving a show cause notice.



**FORM O**

**(see rule 15)**

**TEST REPORT ISSUED BY THE COMPETENT PERSON FOR LIFT**

Licence No.	Name and address of the owner
Date of Inspection:	No. of persons and load
Year:	Type of doors
Lift situated at:	
Details of machine:	
Number of floors	

Sl. No.	Description	Remarks
1.	Counterweight guard screen	
2.	Provision of pit switch / provision of pit switch unit with arrangement for lighting the pit	
3.	Condition of pulley of safety governor rope	
4.	Display of car capacity	
5.	Provision of emergency alarm bell	
6.	Provision of light point	
7.	Operation of stop button / switch (Push button type only)	
8.	In case of manually operated car door, open the car door while the lift is moving.	
9.	In case of power operated car door, while lift is moving operate the "DOOR OPEN" button.	
10.	In case of power operated car door, and landing doors when they are about to close at landing operate the "DOOR OPEN" button.	
11.	In case of power operated car door, and landing doors when they are about to close at landings place around object of a normal finger size in the air.	
12.	In case of manual operated doors reverse the order of closing the doors by closing the car door and not closing landing door. Operate the floor button from inside the car or from landing side.	
13.	In case of goods lifts, when the lift halts either above or below the landing level say by about + or – 180 mm, operate the inching, device if provided.	
14.	Operation of lever of landing gates locks i.e., pressing the lever from the car top during travel in	

“UP” or “DOWN” direction.

15. Operation of landing gate from the car top i.e., press the landing gate if, it is swing type and try to open the sliding type at every landing during travel of lift in “UP” and “DOWN” direction.
16. Observe whether the retiring cam comes in contact with the lever of landing gate locks.
17. Operation of safety switches on car top
18. Observe whether the counter weight stacks are firmly secured to the frame by tie-rod or other suitable means.
19. Condition of gathering clips, rope fastening of suspension ropes near counterweight and near car top.
20. Provision of separate main switches for power and light
21. Provision of three pin plugs in m/c room
22. Provision of brake releasing device
23. Condition of main suspension ropes
24. Condition of ropes of over speed governor.
25. Condition of limit switches operation rope when provided.
26. Condition of wiring at control panel
27. Operation of up final limit switch
28. Operation of over speed governor
29. Provision of delocking arrangement at every landing.
30. Opening of any landing doors while lift is passing through a landing zone to another floor.

Signature of the Competent Person

**FORM P**  
**(see rule 15)**

**TEST REPORT ISSUED BY THE COMPETENT PERSON FOR ESCALATOR**

LICENCE NO.....

DATE OF INSPECTION .....

YEAR:

1. Name and Address of the owner :
2. Name and Address of the authorized person by  
whom the escalator is erected or maintained. :
3. Escalator erected at :
4. Angle of inclination :
5. Width between balustrades :
6. Width of the steps :
7. Details of balustrading :  
Type  
Construction  
Condition
8. Details of handrails :  
Type  
Construction  
Condition
9. Details of step treads and landings :
10. Details of comb plates :
11. Details of girders :
12. Details of track arrangement :
13. Rated load :
14. Rated speed :
15. Machine room :  
Size  
Height  
Height above machine room  
Platform  
Placement of machine  
Distance from wells
16. Details of Motor :
17. Details of Machine :

18. Details of control panel :
19. Provision of phase failure or reversal :
20. Protection relay :
21. Condition of wiring :
22. Main switches :
23. Power main capacity :
24. Lighting main switch capacity and condition :
25. Lighting of machine room :
26. Ventilation :
27. Protection from rain :
28. Approach to machine room :
29. Details of earthing :
30. Earthing of parts :
31. Details of chains :
32. Details and condition of safety devices  
safety/over speed Governor operation :
33. Lighting details of step treads :
34. Rated load test :
35. Over speed test :
36. Reversal test :
37. Broken chain test :
38. Other remarks, if any :

Signature of the Competent Person

Md. NASIMUDDIN,  
Principal Secretary to Government