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PART I—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL

DEPARTMENT OF POWER
BIDYUT UNNAYAN BHABAN, 5TH FLOOR,
3/C LA BLOCK, SEC-III,
SALT LAKE, KOLKATA-700106

The West Bengal Lift, Escalator and Travelator Rules, 2022

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MISCELLANEOUS

DEPARTMENT OF POWER
BIDYUT UNNAYAN BHABAN, 5TH FLOOR,
3/C LA BLOCK, SEC-III,
SALT LAKE, KOLKATA-700106

NOTIFICATION

No. 891-PO/O/C-IV/1E-07/2020 Dated. 11.11.2022

In exercise of the power conferred by section 17 of the West Bengal Lifts, Escalators and Travelators Act, 2019 (West Ben. Act XXII of 2019), and in supersession of all earlier Rules on the subject, the Governor is pleased to make the following Rules to regulate the installation, maintenance and safe working of the Lifts and Escalator and Travelators in the State of West Bengal and of all machinery and apparatus pertaining to such Lifts and Escalators and Travetators and generally to carry out the purposes of the said Act, namely:–

RULES

CHAPTER-1

Preliminary

1. **Short title and commencement:**– (1) These Rules may be called The West Bengal Lift, Escalator and Travelator Rules, 2022.

(2) They shall come into force on the date of their publication in the official Gazette.

2. **Definitions**–(1) In this Rules, unless there is anything repugnant in the subject or context –

(i) "Act" means the West Bengal Lifts, Escalators and Travelators Act. 2019 (West Ben. Act XXII of 2019);

(ii) "Automatically Controlled Lift" means a Lift installation in which the Lift car set in motion and caused to stop automatically at any required Lift landing by the operation of a push button or switch;

(iii) "Bottom Clearance" means –

(a) For a Lift Car – the distance between the pit floor and the bottom of the car rests on its fully compressed;

(b) For the Counter Weight – the distance which the Counter Weight can travel below the position it occupies when the Car-Floor is at the top of Landing, until the full weight of the Counter Weight rests on the buffer and includes the buffer compression;

(iv) "Buffer" means a device designed to absorb the impact of the Lift Car or Counter Weight at the extreme Bottom Limit of travel;

(v) "BIS"- Bureau of Indian Standards.

(vi) "CEA"- Central Electricity Authority of India.

(vii) "Car Frame" means the supporting frame to which the Platform of a Lift Car, it's Safety Gear, Guide Shoes and Suspension Ropes are attached;

(viii) "Car platform" means the part of the car which forms the floor and directly supports the load;

(ix) "Counter weight" means a weight or series of weights to counter-balance the weight of the Lift car and part of the rated load;

(x) "Deflector sheave" means an idle pulley used to change the angle or the direction of a rope lead;

(xi) "Door closer" means a device which automatically closes a manually opened door;

(xii) "Electrical and mechanical Interlock" means an arrangement provided to control the operation of the car;

(xiii) "Electro-mechanical lock" means a device which combines in one unit, electrical and mechanical inter lock arrangement used jointly for the landing and/or car doors;

(xiv) Fee" means the amount payable in pursuance of the provisions of the Act and these Rules for the purposes as may be notified appended to these Rules and includes any modifications as may be made thereto;

(xv) "Final Terminal Stopping Device" means an Emergency Switch or Switches arrange to stop the Lift Car at the limits of it's over travel;

(xvi) "Form" means a form appended to these Rules with such modifications or variations as the circumstances of each case may require shall be used for the purpose mentioned therein and where no form is prescribed to cover a contingency, a form as may be approved by the Chief Electrical Inspector, shall be used;

(xvii)"Gate Lock or Door Lock" means a Lock for the Lift Car or for the Lift Landing Door, which is so designed that the gate or door may be opened only when the Lift Car is in the landing zone or by a special key;

(xviii) "Goods Lift" means a Lift designed and intended primarily for the transport of goods but which may carry the Lift Attendant and person necessary for loading and unloading of goods;

(xix) "Guide rails" means the members used to guide the movement of a Lift car or counter weight in a vertical direction;

(xx) "Guide rails bracket" means the part of guide fixing which carries the guide seating or bolts and guide clips, and serves to secure them to building or structure;

(xxi) "Guide rails fixing" means the complete assembly comprising the guide rails bracket and its fastenings;

(xxii)"Landing" means that portion of a building or structure which is used for the reception and discharge of passengers or goods into or from a Lift Car;

(xxiii) "Landing Gate or Door" means the hinged or sliding portion of the Lift Well enclosure controlling access to the Lift Car at any landing.

(xxiv) "Landing Zone" means the space of adequate length above and below the landing;

(xxv) "Lift Car Gate and Door" means the gate or door in the Lift car providing for it's entrance and exit;

(xxvi) "Leveling device of a Lift car" means any mechanism which either automatically or under the control of the operator, moves the car within the leveling zone towards the landing only, and automatically stops it at the landing;

(xxvii) "Lift landing" means that portion of a building or structure used for the reception and discharge of passengers or goods or both into or from a Lift car;

(xxviii) "Lift machine" means the part of the Lift equipment comprising the motor (s) and the control gear therewith, reduction gear (if any), brake (s) and winding drum or sheave, by the which the Lift car is raised or lowered;

(xxix) "Lift pit" means the space in the Lift well below the level of the lowest Lift landing served; Pit light and shaft lights are to be supplied from separate switch-fuse/MCB at ground floor.

(xxx) "Lift well" means the unobstructed space within an enclosure provided for the vertical movement of the Lift car(s) and any counterweight(s) including the Lift pit and the space for top clearance.

(xxxi) "Lift well enclosure" means any structure which separates the Lift well from its surroundings;

(xxxii) "Lifting beam" means a beam, mounted immediately below the Lift machine room ceiling, to which Lifting tackle can be fixed for raising or lowering parts of the Lift machine;

(xxxiii) "Operating Device" means the Lift car switch, push button or other device employed to actuate the controller;

(xxxiv) "Over speed Governor" means an automatic device which operates the Safety Gear in the event the speed in the descending direction exceeds a predetermined limit;

(xxxv) "Operation" means the method of actuating the control of Lift machine;

(xxxvi) "Passenger Lift" means a Lift designed and intended primarily for the transport of passengers;

(xxxvii) "Position and /or direction indicator" means a device which indicates on the Lift landing or in the Lift car or both the position of the Lift car in the Lift well or the direction or both in which the Lift car is traveling;

(xxxviii) "Rated load" means the maximum load which the Lift car is designed and installed to carry safely at its rated speed;

(xxxix) "Rated speed" means the maximum speed attained by the Lift car in the upward and downward direction with rated load in the Lift car;

(xl) "Roping factor" means a system of roping where in order to obtain a multiplying factor from the machine to the car, multiple falls of rope are run around sheaves on the car or counterweight or both. It includes roping arrangements of 2 to 1, 3 to 1 etc;

(xli) "Safety Gear" means a mechanical device attached to the car or Counter Weight Frame or to the Car and Counter Weight Frames designed to stop and hold the Car and Counter Weight to the Guides in the event of a free fall or, if Governor operated, to stop and hold the Car or Counter Weight in the event of the speed in the descending direction exceeding the predetermined limit and atleast any one of the Governor switch or safety switch has to be manual reset type;

(xlii) "Safety gear-instantaneous" means a mechanical device in which the action on the guide rails is effected by means of serrated rollers or cams or wedges applied instantaneously in an emergency;

(xliii) "Safety gear-progressive" means a mechanical device in which the action on the guide rails is effected by means of serrated rollers or cams or wedges applied progressively in an emergency;

(xliv) "Service Lift" means a Lift with a car which moves in guides in vertical direction, has net floor area of one square meters, total inside height of 1.25 meters, whether or not provided with fixed or removable sheaves and capacity not exceeding 250 Kilograms and is exclusively used for carrying materials and shall not carry any person;

(xlv) "Sheave" means a Rope Wheel, the rim of which is grooved to receive the Suspension Ropes, but to which the ropes are not rigidly attached, and by means of which power is transmitted from the Lift machine to the Suspension Ropes;

(xlvi) "Stroke of buffer" means the distance, the contact end of the spring can move under a compressive load until the spring is compressed solid;

(xlvii) "Suspension ropes" means the ropes by which the car and counterweight are suspended; Coated steel belts can also be used.

(xlviii) "Terminal stopping device - final" means a device which automatically causes the power to be discontinued to an electric Lift driving machine motor and brake, independent of the functioning of the normal terminal stopping device, the operating device or any emergency terminal stopping device, after the car has passed a terminal landings;

(xlix) "Top car clearance" means the shortest vertical distance between the top of the car cross head and the nearest part of the overhead structure or any other obstruction when the car floor is in level with the top terminal landings;

(l) "Top counterweight clearance" means the shortest vertical distance between top most part of the counterweight structure and the nearest part of the overhead structure on any other obstruction when the car is in level with the bottom terminal landing;

(li) "Top Over Travel" means the distance provide for the Lift Car Platform to travel above the level of the Top Terminal Landing until the car is stopped by the Final Terminal Stopping Device;

(lii) "Total Headroom" means the vertical distance from the level of the top of the Lift landing up to the underside of the top of the machinery space over the Lift well;

(2) Words and expressions used herein and not defined but defined in the Act shall have the respective meanings assigned to them in the Act.

CHAPTER-II

General conditions relating to Lift and Escalator or Travelators

3. **Permission for installing Lift, Escalator or Travelator or for making additions or alterations to the installed Lift, Escalator or Travelator.** – (1) Every Owner of a place intending–

a) to install a Lift or an Escalator or a Travelator in such place, or

b) to make additions or alterations to a Lift or an Escalator or a Travelator already installed at such place, shall make an application to the Chief Electrical Inspector in Form I in case of a Lift and in Form II in case of an Escalator or Travelator before any work in connection with the installation of the Lift, Escalator or Travelator or additions or alterations initiated.

(2) Every such application shall be accompanied by three copies of drawings of the installation, or as the case may be of the additions and alterations duly signed by the applicant and a declaration in Form III from the person to whom the applicant proposes to authorize erection of the Lift, Escalator or Travelator, or as the case may be, of additions and alteration thereto.

(3) A separate application shall be submitted for every Lift intended to be installed in a premises.

(4) In case of a Lift, drawing shall be submitted with the following particulars, namely:–

(a) Layout of Lift installation

(b) Approved sanction plan from the Competent Authority showing:

(i) Lift position with Sectional elevation,

(ii) Arrangement of doors.

(iii) Lift well enclosure,

(iv) Size and position of the machine room relating to the Lift well.

(v) Number of floors to be served and total travel,

(vi) Section plan indicating top clearance.

(c) Installation diagram from the installing firm in accordance with the Sanction Plan,

(d) Position of hoisting machines,

(e) Wiring diagram of the Lift well enclosure, machine room, control panel and Lift equipment,

(f) Position of Main Switches,

(g) Details of earthing.

NOTE : The scale of the drawing shall not, without the special permission in writing of the Chief Electrical Inspector be less than 2 Cm to a metre for the Plan and 1 centimeter to a metre for Elevation.

(5) In case of an Escalator or a Travelator, drawing shall be submitted along with the following particulars, namely: –

(a) Layout of the Escalator or Travelator installation.

(b) Approved sanction plan from the concerned authority showing:

(i) Sectional elevation,

(ii) Angle of inclination of the Escalator or Travelator with the horizontal,

(iii) Width of the Escalator or Travelator,

(iv) Vertical rise of the Escalator or Travelator,

(v) Arrangement of track and trusses or girders;

(vi) Position of top and bottom landings;

(vii) Size and position of the machine room with respect to the Escalator or Travelator.

(viii) Position of the Escalator or Travelator machine;

(ix) Details of complete step treads and complete assemblies;

(c) Installation diagram from the erecting firm in accordance with the sanction plan.

(d) Wiring diagram of the machine room, control panel and Escalator or Travelator equipment;

(e) Position of main switches,

(f) Details of earthing.

NOTE : The scale of the drawing shall not, without the special permission in writing of the Chief Electrical Inspector, be less than 4 centimeter to a meter.

(6) Every application for the permission of the Lift, Escalator or Travelator installation shall be accompanied by documents confirming ownership of the property, latest Tax receipt or proof of Registration of a Housing Society (having multiple flats)registered under the Relevant Act.

(7) On receipt of an application under sub-rule (1), the Chief Electrical Inspector shall after making or causing to be made by the Inspector of Lift, such enquiries and requiring the applicant to furnish such other information as he may consider necessary in this behalf, either grant or reject the permission to erect the Lift, Escalator or Travelator.

(8) The laws of the concerned local authority or urban development authority relating to providing the Lift, Escalator or Travelator, as the case may be, shall be complied with by the owner making the application under sub rule (1).

(9) The permission to erect a Lift granted under section 5 of the Act may at the first instance remain valid for a maximum period of five years from the date of granting of the permission, but may be renewed by the Chief Electrical Inspector from time to time on an application submitted by the owner for a minimum period of three years and a maximum of five years subject to the condition that the renewal period is covered with an annual maintenance contract from a licensed erector or a licensed maintenance agency.

4. **Licence to use Lift, Escalator or Travelator.** –(1) The owner of any premises who is permitted to install a Lift or an Escalator or Travelator in such place shall within one month after the Lift, Escalator or Travelator is installed, give a notice to the Chief Electrical Inspector for a license for operating the Lift, Escalator or Travelator in Form IV.

(2) The application for a license for working the Lift, Escalator or Travelator shall be in Form IV and shall be accompanied by a declaration set out in Form V from the person who has installed the Lift, Escalator or Travelator. In case of a Lift installation, the application for license shall be accompanied with the filled in checklist set out in Form VI.

(3) Every application shall be accompanied by a BRN receipt showing the payment of the necessary fee in appropriate Head of Account as notified.

(4) On receipt of an application in accordance with the provision of Rule 4, the Chief Electrical Inspector may require an Inspector of Lifts to make such tests and enquiries as he may deem necessary.

(5) As directed by the Inspector of Lifts, the applicant shall arrange for the trial operation of the Lift to the satisfaction of that officer that the requirements of the Act and the Rule as may be applicable in that case have been complied with.

(6) On receipt of a report from such officer given after due inspection to the effect that the Lift, Escalator or Travelator installation conforms to the requirements of the Act and the Rules made thereunder, the Chief Electrical Inspector shall grant the licence to work the Lift in Form VII and to work the Escalator or Travelator in Form VIII.

5. **Restrictions on granting licence for operating Lift, Escalator and Travelator.** – No licence for operating a Lift or an Escalator or Travelator shall be granted unless the requirements laid down in Chapter III or Chapter IV, as the case may be, have been complied with in respect of such Lift, Escalator or Travelator.

6. **Renewal of licence.** – (1) Every licence for operating a Lift or an Escalator or Travelator shall be renewable at an interval of minimum three (3) years and upto a maximum period of five(5) years provided that the relevant period is covered by an AMC (Annual Maintenance Contract) from a licenced Erector or a licensed Maintenance Agency for which documentation shall be provided.

(2) Application for renewal of the licence in Form IX together with the licence and appropriate payment of Government fees with the AMC documentation shall be submitted to the Chief Electrical Inspector before the date on which the period of validity of the licence is due to expire.

(3) In the event of the holder of a licence failing to renew the licence in the said manner and before the date of its expiry, the licence shall become void. On expiry, the owner shall have to apply for fresh licence in his favour before the concerned authority as per the prescribed Rule.

7. **Terms on which Lift, Escalator or Travelator shall be operated.** – Every Lift, Escalator or Travelator shall be operated subject to the following terms and conditions:

(i) It shall be responsibility of the owner to get his Lift, Escalator or Travelator maintained through a person or firm duly qualified and competent for appointment under sub-section (4) of section 10 of the Act and holding

a valid certificate of registration issued in accordance with the procedures set out in Chapter VI of these Rules and applicable in respect of the type, class and make of the particular Lift, Escalator or Travelator installation;

(ii) Declaration of the person accepting the same shall be furnished in the prescribed Form set out in Form III within one month from the date of grant of licence or its renewal.

(iii) It shall be responsibility of the owner of the Lift, Escalator or Travelator, to maintain the Lift, Escalator or Travelator, and its installation in accordance with the requirement laid down in these Rules;

(iv) The owner shall forthwith report to the officer authorized under sub section (1) of Section 10 any defect noticed in the operation of the Lift, Escalator or Travelator;

(v) The owner shall not carry out any additions or alternations to an installed Lift, Escalator or Travelator, without obtaining permission in that behalf from the Chief Electrical Inspector or the Inspector of Lifts;

(vi) The owner shall not operate or cause the Lift, Escalator or Travelator, to be operated which is not in safe working condition;

(vii) Every person or Firm entrusted with work of maintenance of the Lift, Escalator or Travelator, and its installation by the owner shall satisfy himself that all the safety devices are functioning properly while the Lift, Escalator or Travelator, is in use and report to such owner any defect noticed in the installation;

(viii) If any part, enclosure gate or fastening of a Lift, Escalator or Travelator, is damaged or broken, the owner shall immediately get it repaired and put it in satisfactory working condition. The owner shall be responsible to keep the safety gears and over speed governors in good order and all parts of the Lift, Escalator or Travelator, free from dust or dirt. The owner shall not weld any broken or damaged parts which are subject to tension, torsion, or bending or parts on which the Lift car or Escalator or Travelator is supported;

(ix) The owner shall forthwith replace all controlling, Lifting and balance weight ropes chain and wires, which indicate excessive wear or splintering;

(x) The owner or licensed Maintenance Agency or the licences Erector Firm entrusted with the maintenance shall record details of every repair made to the Lift, Escalator or Travelator, in a log book, which shall be maintained for each Lift, Escalator or Travelator, installation separately;

(xi) The owner shall remedy immediately every defect noticed in the Lift, Escalator or Travelator, installation reported by the Lift Attendant or any other person;

(xii) The owner shall ensure that the following works are carried out only by authorized person or firm engaged by him under these Rules periodically so as to maintain safe condition of the Lifts and Escalator or Travelators and the detail of such works are recorded by such person or Firm in the log book, namely:

For Lifts:

- Cleaning and lubricating the guides,
- Examining the ropes and their attachments,
- Examining the safety device.
- Examining the lubricating the door locks,
- Examining the moving parts and
- Examining all elcctrical connections including lighting, plug point and earthing,

For Escalotor or Travelator:

- Cleaning of Escalator or Travelator pit,
- Cleaning and lubricating all moving parts.
- Examining the balustrade and their attachments;
- Examining the safety devices.
- Examining and lubricating all the parts of machinery which require lubrication,
- Examining the worm and gear, the track, the trusses, the step treads and landings,

➢ Examining all electrical wiring controlling devices and earthing of the entire machineries with controlling switches.

(xiii) Whenever the Lift, Escalator or Travelator, is out of order, the owner shall ensure that the machine room and all the landing gates or doors are securely locked and the users of the Lifts or Escalator or Travelators informed by a notice affixed at any conspicuous place at each floor that the Lift, Escalator or Travelator, is out of order.

(xiv) It shall not be possible to control the car from any other position and the car shall not move until all safety devises are in position;

(xv) No person shall willfully interfere with any mechanism of the Lift, Escalator or Travelator, installation.

(xvi) Whenever the Lift, Escalator or Travelator, is under maintenance, the owner shall see that indicating boards/ signage to this effect are affixed in the Lift car and at every floor in case of Lift and in conspicuous positions in case of Escalator or Travelator.

8. **Order for repairing the Lift, Escalator or Travelator, and prohibiting use thereof.** – An order under section 11 of the Act shall be issued as early as possible in Form X and shall be served on the owner, agent or occupier of the premises or other person responsible for the working of the Lift, Escalator or Travelator, and the person on whom the order is served, shall comply with the order within the time as may be specified therein and shall report the compliance in writing to the officer by whom the order is served.

9. **Authorization for erection, maintenance or erection & maintenance of Lifts or Escalator or Travelators.** – (1) No person or Firm shall be authorized to carry out erection and maintenance of Lifts or Escalator or Travelators unless such person fulfills the requirements as contained in Chapter VI.

(2) Person or Firm desirous of carrying out the work of erection and maintenance of Escalator or Travelators shall be required to obtain the certificate of registration for each purpose.

(3) The authorization granted under this Rule shall be valid for a period of 5(Five) years during which it is granted and shall be renewable for a minimum period of three years subject to a maximum of five years and subject to compliance of terms and conditions prescribed for the purpose.

10. **Appointment of Lift Attendant** – (1) One or more Attendants, as may be necessary shall be appointed in writing by the owner of any premises to whom a Licence to Work a Lift has been granted, or by his agent, if any, for working the Lift.

(2) No person shall be eligible for appointment as a Lift Attendant unless he possesses a valid authorization certificate issued in his favour under and in accordance with the Rules contained in Chapter VI. The name of such Attendant shall be intimated to the officer authorized in this behalf by the State Government from time to time.

(3) An Inspector of Lift may relax the provision of sub-rule (I) of Rule 10 subject to such conditions as he may impose, for such period not exceeding two weeks as he thinks fit, on the ground either of emergency or special circumstances.

11. **Intimation of accidents.** – Where any accident occurs in the operation of any Lift, Escalator or Travelator, which results or is likely to have resulted in loss of human life or injury to any person, the owner or any agent appointed by the owner under sub Section (1) of Section 12 of the Act shall inform the Inspector immediately about the occurrence of the event of accident and a detailed report in the Form XI be submitted within 48 hours of knowledge of occurrence of accident. A written intimation of occurrence of any accident shall also be given immediately to the nearest Police Station.

12. **Unused Lifts or Escalator or Travelators.** – (1) Where a Lift or an Escalator or Travelator installed at any place ceascs to be used, the owner or his agent, if any, shall forthwith give a written notice thereof in Form XII to surrender the license to the Chief Electrical Inspector and shall permanently block the open shaft area after disconnecting all sources of power to the lift.

(2) All gates and doors in case of such unused Lift shall be efficiently locked so as to prevent the entry of unauthorized persons to the Lift well and the owner or his agent shall, if ordered by the Inspector so to do take such other precautions as are considered necessary by the Inspector to prevent the danger from such unused Lift, Escalator or Travelator.

13. **Change of name in the licence and issue to duplicate thereof.** – (1) The change of name of owner of a Lift, Escalator or Travelator in the liccnce may be allowed on an application for the purpose to the Chief Electrical Inspector shall be accompanied by documents confirming ownership of the property,latest Tax receipt or proof of Registration of a Housing Society (having multiple Huts) registered under the Relavent Act as well as No-Objection Certificate from the previous owner(s):

(2) A duplicate licence may be issued on application made for the purpose to the Chief Electrical Inspector along with payment of fees as prescribed in Rule 14.

14. **Fees for license, inspection and authorization.** – All fees payable in pursuance of the provisions of the Act and these Rules for any application for license, inspection, authorization or duplicate certificate etc. shall be as per schedule of fees under this rules.

15. **Conformity with the Indian Standard Specifications or equivalent International Standards.** – All materials, fittings, appliances, etc. used in Lift, Escalator or Travelator and its installations shall conform to the relevant specifications of the Bureau of Indian Standard or equivalent International Standards wherever they exist and all such materials fittings, appliances, etc., used in Lift, Escalator or Travelator, shall bear thereupon appropriate BIS seal of certification. In cases of materials for which Indian Standard do not exist, the materials shall be of approved workmanship and quality. The various guidelines prescribed by the Bureau Indian Standard in this regard shall also be followed by the person to whom they are applicable.

16. **Conformity with National Building Code.** – The provisions of the National Building Code of India relating to the installation of the Lifts and Escalator or Travelators shall be followed.

17. **Installation, operation and maintenance of Lifts or Escalator or Travelators.** – Every Lift, Escalator or Travelator, shall be of sufficient mechanical strength for the purpose for which it is intended and shall be installed, protected, operated and maintained in such manner so as to prevent danger.

18. **Conformity with Electricity Act. 2003, Rules and Regulations of the C.E.A.** – All electrical works in connection with installation of electrical Lifts or Escalator or Travelators shall be carried out in accordance with the provisions of the Electricity Act, 2003 and the Rules or Regulations of CEA made thereunder for the time being in force.

19. **Factor of safety.** – The Factor of safety for any fabricated part of the Lift, Escalator or Travelator. shall not be less than five. Higher factor of safety for various other mechanical parts shall be applicable wherever specified by the Bureau of Indian Standards.

20. **Instructions for rescuing passengers in a malfunctioning Lift and reviving persons suffering from electric shocks.** – Instructions in Bengali .Hindi and English language for the rescue of persons from a malfunctioning Lift and reviving persons incidentally suffering from electric shock, shall be affixed by the owner or his agent in a conspicuous place in the Lift, Escalator or Travelator, machine room in which the electricity is used.

21. **Initial inspection and testing of Lifts or Escalator or Travelators.** – (1) Every Lift, Escalator or Travelator and its installation shall be inspected by the officer authorized in this behalf by the State Government before the grant of licence.

(2) The owner of the Lift, Escalator or Travelator, shall at an interval of every six months from the date of grant of licence under Section 6 get his Lift, Escalator or Travelator, inspected and tested by a person authorized under Section 10 of the Act and submit the report to the Chief Electrical Inspector regarding the condition of the Lift, Escalator or Travelator.An entry of such inspection report shall be made in the log book in prescribed Form VI for Lift and Form XIII for Escalator or Travelator.

(3) In the event of the failure of the owner or his agent of any Lift, Escalator or Travelator, and its installation to rectify the defects in its Lift, Escalator or Travelator and installation thereof informed by the Chief Inspector or the Inspector in Form X and within the time indicated therein, an order to discontinue the use of such Lift, Escalator or Travelator or its installation shall be issued under Section 11 after giving to the owner or his agent of 48 hours' notice in writing and such Lift. Escalator or Travelator or its installation shall not be resumed until Chief Inspector or the Inspector is satisfied that the defects having been removed and the approval in writing for the purpose is given:

Provided that use of such Lift. Escalator or Travelator or its installation shall be resumed if on an appeal made under of section 16, the appellate authority has superseded such order.

(4) Notwithstanding the provisions of these Rules, the owner or his agent or occupier shall at all times be solely responsible for the maintenance of his Lift, Escalator or Travelator, installation in such condition as to be free from danger:

Provided that when it is proved that the poor maintenance is attributable to any negligence on the part of a person holding the authorization issued under Rule 9, such person shall also be held liable along with the owner.

22. **Separate electrical connection.** – A separate and independent electrical isolating switch with protection shall be provided exclusively for the use of Lift, Escalator or Travelator, with proper earthing as per BIS.

23. **Appeals.**– (1) An appeal under Section 16 of the Act from an order specified in column (2) of the table below, shall be made in writing to the State Government within the period specified in the corresponding entry in column (3) of that table and shall be accompanied by a copy of the order appealed against and a non-refundable fee as to be notified by the State Government.

THE TABLE

SI.No.	ORDER APPEALED AGAINST	PERIOD OF LIMITATION
(1)	(2)	(3)
(a)	An order under Section 5 refusing the permission to erect a Lift	Ninety days from the date of such order.
(b)	An order under Section 6 refusing the grant of Licence to Work a Lift	Ninety days from the date of such order.
(c)	An order under Section 11	Thirty days from the date of such order
(d)	An order under Section 14 suspending or cancelling the License to Work a Lift	Thirty days from the date of such order.

(2) The non-refundable fee as prescribed shall be paid in respect of every appeal and a copy of the challans showing payment of fee shall accompany every Appeal.

CHAPTER - III

Installation of Lifts

24. **Lift wells.** –(1) Every Lift well intended for the installation of the Lift or any equipment necessary for its maintenance shall be exclusively reserved for that purpose and shall not be used for any other purpose;

(2) The inner sides of a Lift well shall, so far as practicable, form a smooth, continuous flush surface devoid of projections or recesses. Where any projections extending inwards from the general surface of the enclosure at or near openings or landing cannot be rendered flush, then they shall be leveled on the underside to an angle of not less than 60 degree from the horizontal by means of metal plates, cement rendering, or other suitable fire resisting materials.

(3) Where there is more than one Lift in common well, a width of minimum allowance of 100 millimeters for separator beam shall be made.

(4) Where there is more than one Lift in common well, a suitable separator screen throughout the whole height of Lift well having adequate strength shall be fixed in the Lift well to protect the person working in the Lift well or in the Lift car, from accidental contact with counter weights and other Lift car at any state of their travel.

(5) No room, passage or thorough fare shall be provided under any Lift well except in case of the Lift having counter weight fitted with over speed governor safety device.

(6) Where a Lift car leveling device is operative with the Lift car gate opening such interior surfaces shall always form a smooth flush surface below each landing level for a depth to at least the depth of the car leveling zone plus distance through which the Lift car may travel of its own momentum when power is cut off.

(7) Sufficient space shall be provided between the guides for the car and the side walls of the Lift well enclosure to allow safe and easy access to the parts of the safety gear for their maintenance and repairs.

(8) Every Lift well, together with the whole of the equipment and apparatus contained therein, shall be rendered fire resisting to the greatest possible extent.

(9) A notice with the word "Lift" shall be placed on the outside of each landing door.

(10) (10) The Lift well shall conform to specifications laid down by Bureau of Indian Standards specification BIS-14665 (Part-1)-2000.

25. Lift wells enclosures. – (1) Except as provided in sub-rule (2) every Lift well shall be protected by a substantial fire resisting enclosure extending on all sides and fitted with gates or doors. The enclosure shall be so constructed that no person may fall down in the Lift well or come into contact with any moving part of the Lift when the gates of doors are shut.

(2) Where fire-resistance construction cannot be provided, the Lift well shall be enclosed to a height of not less than 1.83 meters or such greater height as may be recommended by the Chief Electrical Inspector.

(3) Where wire grill or similar construction is used, the mesh or opening shall not be greater than 3 centimeters and the Lift well enclosure shall be of sufficient strength to resist accidental impacts by users of the staircase or adjoining floors, and in the case of goods Lift, by movements of materials in the vicinity.

(4) Where the clearance between the inside of an open type Lift well enclosure and any moving or movable part of the Lift equipment or apparatus is less than 5 centimeters, the openings in the enclosure shall be further protected by netting of square mesh not greater than 13 millimeters and of wire not smaller than 1 millimeter or in a manner approved in writing by the Inspector of Lifts.

(5) The Lift well enclosure on the sides used for loading and unloading shall not be at a distance of more than 13 cms from edge of the Lift car platform.

(6) There shall be no opening in the Lift well enclosure permitting access to the Lift car by passing under the counterweight.

(7) In the construction of Lift well enclosure glass shall not be used. However condition may be relaxed in case of specially designed, well protected, fully transparent laminated type safety glass construction as may be permitted by the Chief Electrical Inspector. A certificate from the qualified structural engineer regarding the proper fixation in respect of such type of construction shall be submitted.

(8) Lift wells and wells for the counterweight, if located independently of the Lift well shall be adequately protected by means of suitable enclosure work which shall be extended on all sides from floor to ceiling.

(9) In all counter-weight wells located independently of the main Lift well, suitable access shall be provided for the inspection, maintenance and repairs to counter-weights, wire ropes and their anchorages, guides and guide supports.

(10) All such doors giving access to such counter-weight wells shall be provided with electromechanical locking devices.

(11) No counter weight shall be allowed to travel in any Lift well or part of any Lift well other than that to which it belongs.

(12) The Lift well enclosure on the sides facing any Lift car entrance shall so far as is practicable, be not more than 25 millimeters from the edge of the Lift car platform.

(13) The walls enclosing Lift well in the buildings having height more than 30 meters shall have fire resistance of not less than two hours. The Lift well shall have permanent vents immediately under the machine room not less than 0.2 square meter in clear area.

(14) The Lift well for fire Lift (a Lift to enable fire brigade personnel to get to the upper floors with the minimum delay and to be used exclusively by firemen in an emergency and directly accessible to every landing on every floor), in the building having more than 24 meters height shall be segregated from the other Lift wells by means of brick masonry or R.C.C. wall of a fire resistance of not less than two hours.

(15) Fire Lift in a building having more than 24 meters travel, shall work at such speed so as to reach the top floor from ground level within one minute.

(16) Thickness of the Lift enclosure wall shall be of minimum 150 millimeters for R.C.C structure or 250 millimeters for brick construction.

(17) Capsule Lifts as well as glass Lifts shall not be allowed to be installed "open to sky". Whenever installed in house, following provisions shall apply.

(i) Lift well enclosure of this type of Lifts shall have partial covering on one side in which capsule Lift protruding structure moves. The area immediately beneath this side of the Lift enclosure shall be declared as no man area and shall be provided with adequate guarding.

(ii) In case of glass Lift, one side of the Lift enclosure shall have clear laminated safety glasses of minimum 8 millimeters thickness. The area beneath this side of the Lift enclosure shall be declared as no man area and shall be provided with adequate guarding.

26. Lift pit. – (1) A pit of adequate depth shall be provided for every Lift below the level of its lowest landing.

(2) The Lift pit shall be so constructed as to be capable of withstanding the impact of the Lift car with the rated load or the impact of the counter-weight when either is descending at rated speed or at governor tripping speed in case governor operated safety gear is used.

(3) The Lift pit shall be of adequate size, treated with water proofing compound, net cemented and shall be maintained in a dry and clean condition. The floor of the Lift pit shall be approximately level and where necessary provision shall be made for permanent drainage.

(4) Where the pit depth exceed 2 meter, suitable access shall be provided by a ladder or any other suitable device and light point with a switch along with a car control switch at entrance level shall also be provided for facility of maintenance and repair work.

27. Bottom and top car clearances. –

(1) Bottom Car Clearance – when the car rests on its fully compressed Buffer, there shall be vertical clearance of not less than 600mm between the Pit Floor and Buffer Striker or the lowest structural or Mechanical part, Equipment or Device installed. This clearance shall be available between the whole areas of the Platform except for –

(i) Guide Shoe or Rollers, Safety Jaw Blocks, Platform Aprons, Guides or other equipments located within 300mm. measured horizontally from the sides of the Car Platform, and

(ii) Compensating Sheaves –

Provided that in all the cases when the Car rests on it's fully compressed Buffer, there shall be a vertical clearance of not less that 50mm between any part of the Car and any obstruction of device mounted in the Pit.

(2) Top Car Clearance –

- The vertical clearance between the Car crosshead and the nearest overhead obstruction within 500mm measured horizontally, to the nearest part of the crosshead when the Car Platform is level with the Top Landing shall not be less than 900 mm for the contract speed less than 1.5m/s and1500 mm for the contract speed 1.5 m/s or above.
- In case of oil or similar buffer used, Inspector of Lifts may permit such clearances as he may consider adequate for car & counterweight.

28. Landing doors. – (1) The landing doors of all Lifts other than goods Lift shall not be imperforate, where auto-rescue device is not provided and/ or the Lift is used in any building of more than three floors above ground floor.

(2) All landing openings in Lift well enclosure shall be protected by doors which shall extend the full height and full width of the landing opening. The top track of a landing door shall not obstruct the entrance to the Lift car.

(3) The Distance between the Lift well side of the car door and the Lift well side of the landing door shall not exceed 13 centimeters; where the car door or the landing door consists of two or more panels, the 13 centimeters dimensions shall apply to the door panel nearest to the side edge. The distance between the car and the landing sills shall not exceed 30 millimeters.

(4) The opening for the landing doors shall be not wider than that of the width of Lift car. Minimum landing door opening width and height shall be 0.68 m and 2 m respectively.

(5) Landing doors and their tracks shall be capable of withstanding a thrust of 345 N applied normally at any point, excepting any vision panel, without causing permanent deformation and without the doors being sprung from their tracks.

(6) In the case of close type of landing doors and car doors, a vision panel, with maximum 225 millimeters x 125 millimeters in size is optional. Any projection on or recesses (including vision panel) in the sliding car doors shall be kept to a minimum in order to avoid finger trapping between sliding parts of the door and any fixed part of the structure.

(7) Hangers and tracks for doors together with their fixings shall be of adequate strength to withstand stresses specified in sub rule (5). Means shall be provided to prevent hangers for all landing sliding doors from jumping in the tracks or jamming and suitable stops shall be provided to prevent the hanger carriage from leaving the end of the track.

(8) The landing doors shall be securely fixed. The landing doors which are self closing shall be equipped with safety devices fitted on the Lift door to prevent persons while entering or leaving the Lift car.

(9) Swing doors may be used where hoist way width is not enough to accommodate sliding doors. The distance between swing door and Lift car door shall not exceed 7.5 centimeter upto a height of 600 millimeters from the bottom of the door.

(10) Entrance frame of the swing door shall be designed to support in place the panel with its hinges or pivots, door closer if attached to the frame and interlock. It shall withstand the forces referred to in Sub-Rule (5) and the forces resulting from the normal opening of the door or normal attempts to open it when locked in the closed position.

(11) All collapsible type landing doors of Lifts and for goods Lift used on industrial premises shall be of a closed picket type and no openings shall exceed 5.5 centimeters in width between the vertical members of the doors when it is fully extended.

(12) Automatic fire door or shutter which operates by means of a fusible link or otherwise due to the action of heat, shall not be allowed in any landing, opening or in the Lift-well enclosure of any Lift if such opening provides an access for exit from the building.

(13) In swing type doors the vision panel shall be so located that Lift operator can have convenient vision when opening the door from the Lift car side.

(14) A door open alarm shall be provided to draw attention when a car or landing door which has been left open in passenger Lifts.

(15) No landing opening for travel, shall exceed a maximum of 8 meters or two floors, whichever is less.

29. Locking devices for landing doors. – (1) Every landing gate or door shall be fitted with locking device which shall comply with the following requirements, unless otherwise permitted in writing by the Chief Inspector:

(i) Suitable means shall be provided so that it shall not be possible to open the gate or door from the landing side unless the Lift car is in the landing zone pertaining thereto. Provision shall be made so that landing gate or door may be opened in case of emergency or for inspection by the Inspector or by any authorized person, by means of a special key or other suitable device, irrespective of the position of the Lift car.

(ii) No Lift car shall be started or kept in motion, unless all landing gates or doors pertaining to the Lift are in the closed position.

(iii) The electrical and mechanical parts of all locking devices for gates or doors, shall be sufficiently strong so that reasonable wear may not cause an unsafe condition.

(iv) Every electro-mechanical lock shall be suitably encased and removal of any detachable cover fitted to such casing must not effect operation of the locking device. Where springs are used in locking devices, they shall be of compression type only and properly supported.

(v) The contacts of locking device for landing gates or doors shall be opened positively.

(vi) The locking device for landing doors shall be so designed that the lock contact is not closed until the door is closed, and the circuit shall not be completed until the leading edge of the door is within 5 millimeters of the nearest face of the door-jamb or when the leading edges of the center opening doors are within 5 millimeters contact of each other:

Provided that locking device shall not prevent the operation of the Lift whilst the emergency release push is in temporary use, or when the Lift car is being moved under the control of the leveling device.

(vii) Contact shall be of solid type pivoted, hinged on sliding and of sturdy construction.

Provision shall be made on Lift operated from the car and landing to prevent the opening of any landing door when the car is passing that zone in response to a call from another landing;

(viii) The levers operating the mechanical part of the locking device shall be protected from interference from the landing side of the Lift enclosure.

(ix) Locking devices used with multiple panel doors shall lock all panels of the doors or only one panel provided that the interconnecting mechanism of door panels is so arranged that the locking of one will prevent the movement of all panels, notwithstanding the breakage of chain or rope used for interlocking the panels.

(x) When a door locking device is used on one panel of vertically bi-parting landing door reliance shall not be presses on gravity to keep the other panel closed.

30. Guide rails. – (1) Car and counter weight guide rails shall be of steel in all cases except where the nature of the processes carried on in the building render them unsuitable due to acid fumes for similar causes. In such cases prior approval of the Chief Inspector shall be obtained.

(2) Passenger and goods Lifts having rated speed of more than 0.50 meter per second, the car guide rail shall have their working surfaces machined.

(3) For passenger and goods Lifts having rated speed of more than 1.5 meter per second the counter weight guide rails shall have their surface machined.

(4) Round guide rails and cast iron guide rails shall not be used. 'T' section to be adopted shall be one of sizes specified in relevant Indian Standard or any other alternative section, provided they have adequate section modulus, moment of inertia and sectional area to withstand the forces resulting from the application of the car or counterweight safety devices.

(5) Guide rails shall be continuous throughout the entire length of the Lift well, and shall be so joined and fixed to their brackets which shall be of iron or steel so that the guide rails not deflect by more than 6 millimeters under round the clock operation. Wood blocks, plugs or similar methods shall not be used for fixing the guide brackets.

(6) Guide rails shall be of such length that it shall not be possible for any other car or counter weight shoes to run off the guide rails.

(7) Guide rails and their fixings shall be so arranged to withstand the action of safety gear when stopping a counter weight or a fully loaded car.

(8) Guide rails shall be held to their fastening by clips of such design that any rotary movement of the clip will not release the guide rails.

(9) The clips used for fastening the guide rails shall be of forged steel, formed steel or malleable iron or machined mild steel. The fasteners used shall conform to the relevant Indian Standard.

(10) If the guides are attached to overhanging stairs, the method of fixing shall be such that no vertical stress is transferred from the guides to the stairs.

(11) Guide brackets and shims if any, shall be of steel and shall not be directly supported and fastened to the Lift well enclosure wall unless such wall is of such construction and strength so as to adequately withstand the thrust imposed on the guides under all conditions of the Lift service. The fastenings shall be by means of bond blocks built in to the wall or expansion bolts or through bolts with metal plates of such thickness and size so as to adequately distribute the load on the wall.

31. Buffers. – (1)Buffers shall be provided below all Lift cars and counter weights in accordance with the requirements stated below:

(i) Spring buffers or their equivalent may be used with contract speed not exceeding 1.52 metre per second Spring buffers shall be capable of stopping a Lift car with contract load from contract speed without permanent deformation.

(ii) Oil buffers their equivalent shall be used with Lift having a contract speed exceeding 1.52 metre per second. The maximum rate of retardation of oil buffers based on governor tripping speed shall be 24.54 metre per second and the minimum total stroke of such buffer shall be based on an average retardation of 9.81 metre per second based on governor tripping speed Means shall be provided for ascertaining the adequacy of oil supply in the buffers.

(2) Buffers shall be placed symmetrically with respect to the centre of the car platform or counterweight, as the case may be and these shall be so arranged that the car or counterweight under normal conditions of operation, does not strike them.

(3) Spring buffers shall be capable of supporting a static load equivalent to two times the weight of car and its rated load for car buffers and two times the weight of counter weight for counter weight buffers without being compressed solid.

(4) Spring buffers shall be compressed solid with a static load three times the weight of the car and its rated load for car buffers and three times the weight of counterweight for counterweight buffers;

(5) Oil buffers can be used for more than 1.5m/s speed with separate manual/auto reset electrical switch.

32. Counter weights. – (1) All counterweights shall travel in rigid guides and in the Lift well or part of a Lift well to which these belong.

(2) If an independent Lift car counterweight is used, it shall not be of such weight as will cause undue slackening of any of the suspension ropes during acceleration or retardation.

(3) Counterweights consisting of multiple section with or without frames shall be secured by at least two tie rods passing through holes in all the sections, Such tie rods shall have lock nuts at each end and shall be further secured by suitable split pins .The factor of safety of the threaded portion of the tie rods shall be not less than 8.

(4) RCC casting filler weights which shall be suitably covered on all sides by M.S. sheet and counter weights consisting of multiple sections which shall be secured by steel plate and angle bolted with both the ends of counterweight frame. This arrangement shall be used for a contract speed of a Lift of maximum 1.0 m/s and capacity of maximum 6 passengers (408 Kg). Above the speed of 1.0 m/s, Cast Iron fillers are to be used.

33. Lift cars.– (1) Lift cars shall be provided with roof, enclosures and gates or doors. The enclosures of Lift cars intended to carry persons shall be not less than clear 2 metre in height. Perforated roof, where used, shall provide reasonable protection to person in the car against falling articles and the perforation shall be sufficiently close in mesh. The roof, solid or perforated, shall be capable of supporting the weight of a man weighing 68 kgs.

(2) Where the Lift car has a solid enclosure and doors, provision shall be made for adequate ventilation and every Lift car door shall be provided with suitable fire-resisting vision panel of adequate size(optional), when provided.

(3) No Glass shall be used in the roof of a Lift Car. No Glass shall normally be used as enclosure of a Lift Car. The provisions of this Sub-Rule may be released in the case of a Lift Car having said Glass Enclosure. Specification of such Glass shall be only Clear Laminated Safety Glasses transparent conforming to the existing bureau of standard specification.

(4) Each Lift car entrance shall be provided with a gate or door which shall cover the full height and width of the car opening. The top track of the gate or door shall not obstruct the car entrance.

(5) Lift car gates shall be of a close picket type and no openings shall exceed 6.4 cms in which between the vertical members of the gate when it is fully extended unless otherwise permitted by the Inspector of Lifts.

(6) Each Lift car gate or door shall be provided with an electric switch which will prevent the Lift car from being started or kept in motion unless the car gates or doors are closed:

Provided that slow speed leveling of the Lift car will be permitted from a position of 38 cms above or below the landing level with the gates or doors open.

(7) Lift car gate or door switches shall be opened positively.

(8) Every Lift car controlled by an Attendant shall be operated by a removable handle or key which shall remain at all times in the possession of the Attendant. The handle or key shall automatically return to the "Off" position when power is cut off. Landing gates such Lift cars shall also be opened only by a similar removable handle or key.

(9) Every Lift car shall be fitted with a suitable light for adequate illumination of the car and the light shall be kept burning during the whole time the Lift is available for use.

(10) Each passenger Lift car shall, where practicable light for provided with an emergency exit. Such exit shall be provided either in the roof or, where more than one Lift is installed in a Lift well, in the side adjacent to the adjoining Lift car. Where conditions do not allow the provision of an emergency exit, the car safety gear shall be of a type that can be released by raising the Lift car.

(11) Top emergency exit panels shall not open inwards and shall be clear of all gear and equipments mounted on the top of the Lift car. The panels shall be held by suitable fasteners and so arranged that the panels can be opened from both inside and outside of the Lift car.

(12) Emergency exit panels shall not be opened or removed while the Lift car is in motion and suitable means shall be provided to prevent the Lift from being operated when the emergency panel is opened or removed.

(13) Every Lift car on an automatically controlled Lift shall be provided with an emergency alarm signal which can be operated by a push button in the Lift car and shall be clearly audible outside the Lift well in order that assistance may be obtained in case of a breakdown or failure between the floors. Every such push button shall be clearly marked.

(14) Where Lift car leveling device are used, the Lift car platform shall be fitted with a substantial apron so as to prevent any object from being trapped between the Lift car platform and Lift landing while the car is within that landing zone.

(15) Lift car platform shall be so designed and of such construction as to meet any particular condition of loading. The Lift car floor of passenger Lift shall be of smooth non- slip surface.

(16) Lift landing door seals should be leveled with the floor level.

(17) Toe guard should be minimum of 400mm.

(18) Fascial plate should be provided.

34. Load Plate.– (1) The contract load of the Lift in Kilograms or in other acceptable units shall be marked in a conspicuous position in every Lift car. For passenger Lifts, the maximum number of persons (other than the Lift Attendant) that the Lift car is permitted to carry safely shall also be similarly marked.

(2) The contract load of such Lifts shall not be less than 34 kgs or its equivalent for every 0.1 square metre of the Lift car floor area, measured inside the hand rails, if provided.

(3) No. passengers or load exceeding the number or amount marked shall be carried in the Lift car.

Explanation: For the purpose of calculation, the load of a person carried in the Lift car shall be reckoned as 68 kgs or its equivalent in the average.

35. Lift car frame.– (1) The car of every passenger or goods Lift shall be carried in a steel frame which shall sufficiently rigid and of adequate strength to withstand the operation the safety gear without permanent deformation.

(2) The deflection of the Lift car frame cross-head and the members carrying the Lift car platform shall not exceed 1/1000 of their span under static conditions with the contract load on the Lift car platform.

(3) Renewable guide shoes or guide shoes with renewable linings shall be provided at the top beneath the Lift car frame.

36. Safety gears.– (1) Every Lift suspended by ropes shall be provided with safety gear attached to the Lift car frame and should preferably to placed beneath the Lift car platform.

(2) A pawl or ratchet shall not be held to constitute a sufficient safety gear for Lifts.

(3) The safety gear shall be capable of stopping and sustaining the Lift car with full contract load in the Lift car.

(4) The safety gear shall operate to stop and sustain the Lift car in the event of failure of all suspension ropes, or in the event of the Lift car exceeding a predetermined speed in the descending direction when an over speed governor is fitted.

(5) No Lift car safety gear shall be permitted to stop an ascending Lift car. If an ascending Lift car is to be stopped on account of over speed, a safety gear shall be fitted to the counterweight for this purpose. An over speed governor may however be used to causethe motor control and the brake control circuits to be opened in the event of over speed in the ascending direction.

(6) The safety gear of every Lift having a travel exceeding 6 meters shall be operated by an over speed governor.

(7) The application of the safety gear shall not causc the Lift car platform to become out of level in excess of 4 cms. per metre measured in any direction.

(8) The motor control and the brake control circuits shall be opened at the time the safety-gear is applied.

(9) When the Lift car safety gear is applied, no decrease in the tension of any rope for applying the safety gear, or in the motion of the Lift car in the descending direction shall release the Lift car safety gear.

(10) No safety gear shall depend upon the completion or maintenance of an electric circuit for its operation.

(11) All safety gears shall be applied mechanically and shall operate independently of any springs used in its construction. Vibration of the Lift car frame shall not cause the safety gear to be applied.

(12) Any rope used for applying the safety gear shall be supported by its own pulleys and properly guarded. Such pulleys shall be mounted independently of any shaft carrying the Lifting ropes. Such guard shall be of steel or other suitable material.

(13) The gripping surfaces of Lift car or counterweight safety gears shall run free of the guides during the normal operation of the Lift.

(14) Any levers or cams operated by shafts shall be fasten to such shafts by means of keys in accordance with approved methods.

(15) Safety gears shall be designed to grip each guide and to operate on both guides equally and simultaneously.

(16) All bearings for actuating drums and screw shafts in connection with the safety gears shall be of non-ferrous metal.

(17) The counterweight safety gear and governor has to be provided in case of hanging or floating pit.

(18) Combination of instantaneous and oil buffer safety gear for speed not exceeding 2.5 meter/second.

(19) Safety gears shall be of the following types :–

(i) Safety gears of the instantaneous type may be used on Lift car having a contract speed not exceeding 1 metre per second;

a. Safety gears of the instantaneous type may be used on Lift car having a contract speed not exceeding 1.27 metre per second;

b. Where the contract speed excccds 1 metre per second safety gear of the following types shall be used;

(A) Gradual Wedge Clamp type.

(B) Flexible Guide Clamp type.

(20) The maximum stopping distances of Lift car with safety gears of gradual wedge clamp, and flexible guide clamp types with the contract load in the Lift car, and accordance with the table given below:

TABLE

[Speed in metre per second]	Maximum stopping distance with contract load		Minimum stopping distance with Attendant only in the Lift car	
	Gradual Wedge Clamp Type Metre	Flexible Guide Clamp Type Metre	Gradual Wedge Clamp Type Metre	Flexible Guide Clamp Type Metre
1.52	2.13	0.53	0.46	0.15
2.03	2.36	0.76	0.51	0.23
2.54	2.67	1.22	0.56	0.31
3.05	3.05	1.44	0.64	0.38
3.56	3.43	1.93	0.71	0.46
4.06	3.73	2.51	0 81	0.5311

Note.– The stopping distance shall mean the actual slide as measured by the marks on the guides.

NOTE: The following formula shall be used to determine the maximum and minimum stopping distance for gradual wedge clamp and flexible guide clamp type safeties for car and counterweight for all intermediate speeds:

$S1 = 145\ V^2 + 256$

$S2 = 51\ V^2 + 12$

S1 = Maximum stopping distance in millimeters

S2 = Minimum stopping distance in millimeters, and

(a) = Governor tripping speed meter per second

37. Governor.– (1) Governor shall be placed where it is not struck by the Lift car or counter weight in the event of over run.

(2) Governors for car safety gears shall be adjusted to actuate the safety gear at the following speeds:

(i) For rated speeds up to 1 Meter per second maximum governor tripping speed shall be either 140 percent of rated speed or 0.88 meter per second, whichever is higher.

(ii) For rated speed above 1 meter per sccond, maximum governor tripping speed shall be 115 percent of the rated speed plus 0.25 meter per second;

(iii) Minimum governor tripping speed shall be 115 percent of the rated speed.

(3) Each governor shall be marked with its tripping speed in meters per sccond.

(4) Where safety device other than the instantaneous type are provided, a switch, operated by the over speed action of the governor, shall be provided on it to open the motor control and brake control circuits at the following speeds before or at the time the governor trips :–

(i) In the down direction at not more than 90 percent of the speed at which the governor is set to trip in the down direction, and

(ii) In the up direction at not more than 100 percent of the speed at which the governor is set to trip in the down direction;

(5) Governor ropes shall be not less than 6 millimeters in diameter and shall be of iron, steel or phosphor bronze and of suitable construction. When replacement of original governor ropes becomes necessary, these shall be normally of the same size, material and capacity as the ropes originally supplied by the makers of the Lift. Before replacement by any other kind of rope, the suitability of such rope shall be tested to the satisfaction of the Chief Inspector.

(6) Governor ropes shall run clear of the governor jaws during normal operation of the Lift.

(7) The area of contact made by the governor rope and the governor sheave shall, in conjunction with the rope tension device, provide sufficient tractive effort to cause proper operation of the governor.

(8) Governor jaws and their mounting shall be so designed that any cutting, tearing or deformation of the rope resulting from their application shall not prevent proper operation of the safety gear.

(9) Governor gears should have self-lubricating bearings which do not require frequent attention.

(10) The motor control circuit and the brake control circuit shall be opened before or at the time the governor trips.

38. Machine room.– (1) All Lifts shall have machine rooms immediately over the Lift well, and this shall be arranged whenever possible without restricting the overhead distance required for normal safety precautions. Where the machine room is immediately over the Lift well there shall be permanent and direct access from the top of Lift landing. Alternative machine positions may be permitted by the Chief Electrical Inspector when there are special reasons justifying the same.

(2) All machine rooms shall be provided with adequate ventilation to dissipate the heat generated by the Lift equipment. For most single and double installations, a high and low louvered convection ventilation arrangement shall be provided. For groups of three or more Lift in one machine room, increased ventilation is necessary and forced ventilation shall be provided.

(3) All machine rooms shall be considered as plant space, and conditions provided to permit reliable operation of electrical switch gear and space around the machine shall in no case be less than 60 centimeters.

(4) Lighting shall be provided to give at least 200 lux around the controller and machine. The machine room walls, ceiling and floor shall be faced in dust-resisting materials, tiles, etc., or painted to stop dust circulation.

(5) The machine room shall be of strong construction. The floor of the machine room shall be capable of carrying the load of the Lift machinery and other equipment housed therein. Whenever a water tank is required to be constructed above or adjacent to the machine room, there shall be minimum separation 400 millimeters between the wall or slab of the machine room and the water tank.

(6) The Machine room shall be provided with reasonable access for the entry or removal of the equipments therein or of any part thereof. The height of the machine room shall be sufficient to allow any part of the equipment to be accessible and removal for repairs and replacement and in no case the height shall be less than 2.0 meters clear from the floor or the platform for machine elevator whichever is higher.

(7) The machine room shall be provided with fire proof and weather proof access doors opening outwards.

(8) If the floor or platform of any machine room does not cover the entire Lift well, the open sides shall be provided with hand rails or shall be guarded by other suitable means.

(9) The machine room shall not be used as a store room or for any purpose other than housing the Lift machineries and its associate apparatus and equipment. No inflammable or explosive material shall be kept in the machine room.

(10) The machine room shall be kept locked which shall be accessible only to authorized persons. The key of the machine room shall be kept in the custody of the owner or his agent and shall be made readily available for repairs, maintenance or inspection.

(11) The machine room shall be provided with an insulated portable hand lamp for examining the machinery.

(12) Thickness of machine room wall shall be of minimum 150 millimeters for R.C.C. structure or 250 millimeters for Brick construction.

(13) The instructions in English or Hindi and Bengali for the rescue of persons traveling in the Lift by manual operation of brake in case of failure of Lift motor or power shall conspicuously be affixed in the machine room.

(14) Machine room permanent staircase with hand rails of sufficient strength is to be provided.

(15) Sufficient gap between machine room and water reserver has to be kept.

39. **Machine room less Lift.**– (1) Lift Machine set shall be installed within the Lift Shaft on a suitable platform of adequate strength.

(2) Easily accessible Emergency Door of adequate size having minimum height of not less than 1200 mm (with the provision of Electro Mechanical Locking Device) shall be provided in the Lift shaft for any access to the Lift Machinery for geared machine.

40. **Sheaves and pulleys.**– Sheaves and pulleys shall be of cast iron and free from cracks, sand holes and other injurious defects. They shall have machined rope grooves. The traction sheave shall be grooved to produce proper traction and shall be sufficiently thick to provide for future wear in the groove. The deflector sheave shall be grooved so as to provide a smooth bed for the rope. Deflector or secondary sheave assemblies where used shall be mounted in proper alignment with the traction sheave.

41. **Lift machine.**– (1) No friction gearing, chain, clutch or chain driven mechanism shall be used for connecting the main driving gear to the traction sheaves;

(2) The motor of each Lift machine or the worm shaft shall be arranged so as to provide hand winding/brake release facilities and shall be suitably marked for the direction of up and down travel of the Lift. All the motors should be of S-4 grade or above duty cycle.

(3) Electric Lift machine shall be provided having brakes released electrically. Independent circuit for brake operation is to be provided.

(4) Traction machines for Lift shall be equipped with the brakes applied automatically by means of springs in compression only or by gravity when the operating device is in the "off" position or in the event of the power being cut off due to any cause.

(5) No single earth fault, short circuit or counter electromotive force shall prevent the brake from being applied during normal operation.

(6) The brake shall be designed to have a capacity sufficient to hold the car at rest with 125 percent of its rated load.

(7) No toggle or other device which is dependent upon impact operation shall be used to hold of the brake.

(8) Brake of passenger and goods Lift shall have at least two brake shoes and the lining used shall be incombustible material.

(9) Means of releasing the brake in emergency shall be provided and the re-application of the brake ensured. It shall be ensured that hand winding of Lift, by releasing the brake is done only by trained person.

(10) No brake shall be released in normal operation until power has been applied to the motor.

(11) Any emergency release device fitted to a brake shall not be capable of holding the brake in the off position during normal operation.

(12) The sheave, drum worm wheel or spur gear of any Lift machine shall be fixed to its shaft or driving unit either by means of sunk keys or splines according to Indian standards or shall be secured to a flange forming an integral part of the shaft or driving unit by means of turned tight fitting bolts. No set screw fastenings shall be used in lieu of keys or other positive connections.

(13) All machines, pulleys, over speed governors and similar units shall be so supported and held as to prevent any of these machineries or parts thereof from becoming loose or displaced affecting their safe working. Supporting beams shall be of steel or reinforced concrete.

42. Suspension.– (1) Chains shall not be used for the suspension of a Lift. Not less than three independent suspension ropes shall be used for car or counterweight of any Lift with traction drive.

(2) In the case of traction drive, the factor of safety shall be based on static contract load plus the weight of the Lift car and accessories. In case of drum type drives, the factor of safety shall be calculated with dynamic conditions.

Explanation: For the purposes of these Rules, the factor of safety shall be as under:

$$\frac{F \times n \times k}{w}$$

Where

F = minimum breaking strength of one rope,

n = number of separate suspension ropes under load,

k - roping factor, that is 1 for 1: 1, 2 for 2:1 roping and

w = maximum static load imposed on all car ropes with the car and its rated load at any position in the Lift well in the same units as F

(3) The car and counterweight ends of the suspension ropes shall be fastened by spliced return loops or clipped return loops or individual tapered babbitted sockets. Loops shall not hold directly on their fixings, but shall be lined with proper thimble eyes or equal protection. In all cases the fastenings shall be capable of sustaining a load not less than 80 percent of the minimum breaking strength of the suspension ropes;

(4) A data plate indicating the following shall be fixed on the cross head of the car frame:

(i) Diameter of rope

(ii) Number of ropes, and

(iii) Manufacturer's rated breaking strength of rope in kilograms.

(5) All ropes anchored to a winding drum shall have not less than one complete and one half turns of the ropes on the winding dram when the Lift car or counter weight as reached the extreme limit of its over travel.

(6) Every Lift car or counter weight rope shall be free from joints.

(7) Rope compensation shall be used for any travel but it shall be ncccssary for travels over 30 meters.

(8) The winding drum and the Lift car and counterweight suspension ropes shall be properly secured by clamps on the inside of the drum.

(9) Means shall be provided for adjusting the lengths of the ropes to equalize the load on the individual suspension ropes.

(10) The material, quality, construction, suspension ropes and the fixing of ropes shall, as far as possible, conform to Indian standards and methods pertaining to the same.

(11) Tensioning devices for compensation ropes, governor ropes and the like shall be protected against damage due to falling objects.

(12) Each suspension rope shall be separately and independently fixed to the car and to the counterweight. The simple suspension of the Lift car or the counter weight by means of a sheave or the like shall count as one suspension only.

(13) The minimum diameter of ropes for car and counterweight of passenger & goods Lifts shall be 8 mm.

43. **Controllers and operating devices.**– (1) A manually operated mains disconnecting switch shall be installed in the main circuit cables of electric Lift machines or motor generator sets. This switch shall be placed close to and visible from the machine or motor generator set controls.

(2) When there are more than one Lift machine in machine room, each machine shall have a separate disconnecting switch. These switches shall be numbered to correspond to the number of the driving machine which they control and they shall be conveniently situated with respect to the driving machine.

(3) When any type of contact is used on the controller switches, for disconnecting the main circuit, at least two independent current breaks shall be incorporated in the design. In the event of an earth fault with any door open, the Lift shall not work.

(4) Operation of a spring or springs in tension or the completion of another electric circuit shall not depend on to break the circuit to stop the Lift at terminal landings.

(5) The interruption of the electrical circuit shall stop and prevent the movement of the car.

(6) Each Lift machine operated by a poly-phase A. C. motor shall be protected against phase reversal or failure. This protection shall be extended to A. C. motor.

(7) All control circuits shall be independently protected by fuses or miniature circuit breaker.

(8) The voltage of any controller operating circuit shall not exceed 250 volts. The control circuit shall be suitably protected independent of the main circuit and it shall be so arranged that an earth fault or open circuit shall not create an unsafe condition.

(9) It shall not be possible to start the Lift car under normal operation unless every landing door and car door is in the closed position.

(10) Following requirements shall be complied with when the Lift is put in "inspection mode":

(i) It shall not be possible to control the car from any other position;

(ii) The car will travel only at a speed of 25% of the rated speed subject to a maximum of 1.0 meter per second.

(iii) The car shall not move until all safety devices are in position.

(11) Every Lift having winding drum machine shall be provided with a switch or device of adequate capacity which shall automatically cut of electric supply and shall stop the machine in the event the Lifting ropes of the Lift car become slack either due to any obstruction of the Lift car in its travel in the descending direction or due to any other cause whatsoever;

(12) Emergency stop switches for short circuiting the landing door lock circuit shall be prohibited.

(13) An emergency stop switch, of manually opened and closed type, shall be provided on the top of every Lift car and in the Lift pit and shall be marked conspicuously.

(14) All Lift traveling at a speed of 1 meter per second and above shall be provided with floor leveling device.

(15) Signal bells or similar apparatus, which can be operated from any floor in connection with an indicator in the Lift car shall be provided on all Lift operated by Lift operators.

(16) The operation of the fire Lift in building having more than 30 meters height, shall be a simple toggle or two button switch situated in a glass box painted with red color adjacent to the Lift at entrance level on the ground floor. When the switch is ON, the landing call points shall become inoperative and car shall report to the ground floor and the same shall remain on car control only. When the switch is "OFF", the Lift shall return to normal working.

(17) Floor position indicator shall be provided in the Lift car as well as at every landing.

(18) Car top shall be provided with a suitable wire mesh guard to provide safety to persons working thereon for maintenance of Lift.

44. Terminal stopping and final limit switches.– (1) Every electric Lift shall be provided with upper and lower normal terminal limit switches arranged to stop the car automatically within the limits of top car clearance and bottom run by (over travel) from any speed attained in normal operation. Such limit switches shall act independently of the operating device, the ultimate or final limit switch and the buffers.

(2) Normal terminal limit switch shall be fitted in the Lift car or in the Lift well or in the machine room, and such switches shall be brought into operation by the movement of the Lift car.

(3) When terminal limit switches are situated in the machine room, they shall be mounted on and operated by stopping device mechanically connected to and driven by the Lift car without friction. An automatic safety switch shall be provided to stop the Machine in case of failure of tape, chain, rope or other similar device.

(4) Electric Lifts shall be provided with ultimate or final limit switches arranged to stop the car automatically within the top and bottom clearances independent of the normal operating device and the terminal limit switches. The switches and the oil buffer shall be so arranged that the opening of the switch and the engagement of the buffer shall be as nearly simultaneous as possible. When spring buffers are employed, the switch shall open before the buffers are engaged.

(5) Final limit switches shall act to prevent movement of the Lift car under power in both directions of travel and shall after operation, remain open until the car has been moved by a winding to a position within the limits of normal travel.

(6) Final limit switches shall act to prevent movement of the Lift car and shall be operated by the movement of the Lift car in the Lift well,

(7) Final limit switches shall not control the same switches on the controller as those controlled by the normal terminal limit switches unless two or more separate and independent switches are provided.

(8) All normal terminal stopping switches whether mounted on the Lift car or in the Lift well shall be of enclosed type and shall be securely mounted. The contacts of all terminal stopping devices shall be opened positively and mechanically by the movement of the Lift car.

Note:– In the case of electric Lift using floor controller or other similar devices for automatic stopping at the floor landing only one set of floor stopping contacts shall be necessary for each terminal landing provided these contacts and the means of operating them comply with the requirements for terminal stopping devices.

45. Electrical wiring and apparatus.– (1) The electric supply line and apparatus of the Lift shall be of sufficient ratings of power, insulation and estimated fault current and of sufficient mechanical strength for the duty which they may be required to perform, Over current protection for power and control circuits, shall be provided.

(2) Each Lift shall be capable of being isolated from the main supply by suitable locking arrangement.

(3) For banks of interconnected Lifts, a separate sub circuit is required for the common supervisory system, in order that any one car may be shut down without isolating the supervisory control of the remainder.

(4) Machine rooms enclosing Lift equipment shall be provided with adequate illumination controlled by a switch fixed adjaccnt to it's the entrance. At least one socket outlet, suitable for lamps or tools, shall be provided in this room.

(5) The supply to the car light shall be from a separate circuit, and controlled by an independent switch located in the machine room. For multiple Lifts with a common machine room a separate supply shall be provided for each car. The car lighting shall be independent of the power supply mains.

(6) Three pin sockets with switch and a light point shall be provided on cach floor. The power supply for this shall be controlled by a switch provided in the Lift well and accessible from the terminal floor entrance.

(7) When the alarm system is connected to a transformer or trickle charger, the supply shall be taken from the machine room lighting or when available, from the building fire alarm system.

(8) All electric supply lines and apparatus in connection with the Lift installation shall be so constructed, installed, protected and maintained so that there may be no danger to persons there from.

(9) A battery-operated telephone shall be provided in the Lift car and for the purpose, a cabinet shall be fitted (optional) in the car and wiring shall be provided from car to terminal box adjacent to the Lift well. Such telephone shall be receivable at the ground floor.

(10) All metal casings or metallic coverings containing or protecting any electric supply lines or apparatus shall be efficiently earthed.

(11) No bare conductor shall be used in any Lift car as may cause danger to persons.

(12) A danger notice in Hindi or English and Bengali with a sign of skull and bones shall be affixed on the (i) door of the machine room, (ii) Lift motor and (iii) Lift controller.

46. Testing.– (1) No new Lift shall be brought into use unless the Lift has been tested to determine whether its safety gear, brakes, terminal stopping devices buffers, over speed governor etc. operate satisfactorily.

(2) The person or firm responsible for the installation of a Lift shall certify in writing that the test carried out by him to determine the suitability of the Lift for normal and regular service, has been satisfactory and, if required by the Inspector of Lifts, such tests shall be carried out in the presence of and to satisfaction of the Inspector of Lifts.

(3) The Inspector of Lifts may also himself carry out such tests as he may think necessary for his satisfactory, to determine the suitability of the Lift for normal and regular use. Such tests shall be carried out in presence of the representative of the person or firm who is responsible for the installation of the Lift.

(4) For the test of safety gear, the test shall be carried out with contact load in the Lift car to determine whether it operates satisfactory. If the safety gear is of the gradual wedge-clamp or flexible guide-clamp type, the test shall be made to determine whether the safety gear will operate within the maximum and minimum stopping distances given in the table under Rule 36.

(5) The over speed test shall be made with ropes attached and all electrical apparatus operative except for the over speed contact or cut on the governor. For Lifts operating directly from alternating current the governor shall be tripped by hand at maximum speed obtainable.

47. Sundry precautions.– (1) Adequate precaution shall be taken to guard against any possibility of a Lift being operated by unauthorized persons. Precautions shall also be taken to prevent a Lift from being operated by any person when it is not intended for use.

(2) An authorized person shall be on duty in the premises where a Lift is installed during the whole period the Lift remains in actual use.

(3) No person shall remain in the pit while the Lift is working. Adequate precautions shall be taken to protect persons working in the pit from accidental contact with the counterweight.

(4) While a Lift is under examination or repairs, suitable steps shall be taken to ensure that the Lift is not operated inadvertently by any person in such a manner as may endanger the safety of persons working in the Lift.

(5) No such explosive or other inflammable material shall be carried in the Lift car as may endanger the safety of persons.

48. Relaxation of Rules to run Lift.– In the ease of Lifts operated by power other than electricity, an Inspector of Lifts may, by order in writing, relax the provision of these Rules to such extent as it may be necessary to run such Lift. Such Lifts must, however, comply with such instructions as may be issued in this behalf by the Inspector of Lifts with the approval of the State Government.

49. Authority to lodge complaint.– An Inspector of Lifts or any other person duly authorized by the State Government in this behalf may make a complaint to the Criminal Courts for an offence punishable under Section 14 & 15 of the Act.

CHAPTER – IV

Installation of Escalators

50. Angle of inclination.– The angle of inclination of an Escalator shall normally be not in excess of 30 degrees from the horizontal. In exceptional circumstances, it may be permitted up to 35 degrees but vertical rise in any case should not exceed 6 meters :

51. Width of Escalators.– The width between balustrades shall be measured on the incline at a point 68.5 centimeter vertically above the nose line of the Steps, and shall not be less than the width of the step. It shall not exceed the width of the step by more than 33 centimeter with a maximum of 16.5 centimeter on either side of the Escalator.

52. Balustrading.– (1) Escalator shall be provided on each side with solid balustrading. On the step side the balustrading shall be smooth and substantially flush except for protective moulding parallel to the ran of the steps and properly beveled vertical mouldings projecting not more than 6.5 millimeters, that cover joints of panels;

(2) Glass panels shall be used in balustrade.

(3) There shall be no abrupt changes in the width between the balustrading on the two sides of the Escalator. Where a change in width is unavoidable, such change shall not exceed 8 percent of the greatest width. In changing the direction of the balustrading resulting from a reduction in width the maximum allowable angle of change in balustrading shall not exceed 15 degree from the line of Escalator travel.

(4) The clearance on either side of the steps between the steps and the adjacent skirt guard shall not be more than 5 millimeters and the sum of the clearance on both sides shall not be more than 6 millimeters.

(5) A solid guard shall be provided in the intersecting angle of the outside balustrade (deck board) and the ceiling of soffit except where the intersection of the outside balustrade (deck board) and the ceiling of soffit are more than 60 centimeters from the centre line of the handrail.

(6) The vertical face of the guard shall project at least 36 cm. horizontally from the apex of the angle.

(7) The exposed edge of the guard shall be rounded to eliminate shear hazard. Guards may be of shatter proof glass.

53. Hand rail.– (1) Each balustrade shall be provided with a hand rail moving in the same direction and at substantially the same speed as the steps.

(2) Proper arrangement shall be made to prevent trapping of an object between the handrail and the balustrading or between the steps and the balustrading.

(3) Each moving handrail shall extend at normal handrail height not less than 30 cm. beyond the line of points of the comb plate teeth at the upper and lower landings;

(4) Hand or finger guards shall be provided at the point where the hand rails enters the balustrade.

(5) The horizontal distance between the centre lines of the two hand rails, measured on the incline, shall not exceed the width between the balustrades by more than 15 cm. with a maximum of 7.5 cm. on cither side of the Escalator.,

54. Step treads and landings.– (1) Step frame shall be made of incombustible material. Step treads shall be horizontal and made of incombustible material and shall afford a secure foothold.

(2) If the landing is of concrete, it shall have edge insertions of metal, wood or other anti slip material.

(3) The depth of any step tread in the direction of travel shall be not less than 40 centimeters and the rise between treads shall be not more than 22 centimeters. The width of step tread shall be not less than 40 centimeters and not more than 102 centimeters.

(4) The maximum clearance between step treads on the horizontal run shall be 4 millimeters.

(5) The tread surface of each step shall be slotted in a direction parallel to the travel of the steps. Each slot shall be not more than 6.5 millimeters wide and not less than 9.5 millimeters deep and the distance from centre of adjoining slots shall be not more than 9.5 millimeters.

55. Comb plates.– (1) There shall be a comb plate at the entrance and at the exit of every Escalator.

(2) The comb plate teeth shall be meshed with and set into slots in the tread surface so that the points of the teeth are always below the upper surface of the treads;

(3) Comb plates shall be adjustable both horizontally and vertically. Sections forming the comb plate teeth shall be readily removable without the use of special tools in case of emergency;

56. Trusses or girders.– (1) The factor of safety based on the static loads shall be at least as follow:

(a) For trusses and all structural members including tracks – five.

(b) For driving machine parts:

(i) Where made of steel or bronze – eight.

(ii) Where made of cast iron or other materials – ten.

(c) For power transmission members – ten,

(2) Step change composed of cast steel links which, if thoroughly annealed shall be permitted with a factor of safety of twenty.

(3) The Escalator truss or girders shall be designed to safely sustain the steps and running gear in operation. In the event of failure of the track system it shall retain the running gear in its guides.

57. Track arrangement.– Step wheel track shall be so designed as to prevent displacement of the steps and running gear if a step chain breaks.

58. Capacity and loading.– The rated load in kilograms on an Escalator shall be computed as follows:

Rated load = 2.7 WA

Where W = The width in centimeter between the balustrades and

A = The horizontal distance between the upper and lower comb plate teeth in meter.

59. Limits of speed.– The rated speed of the Escalator shall not be more than 38 meters per minute.

60. Application of power, driving machine, motor and brake.– (1) The driving machine shall be connected to the main drive shaft by toothed gear, a coupling, or a chain.

(2) An electric motor shall not drive more than one Escalator.

(3) Each Escalator shall be provided with an electrically released, mechanically applied brake capable of stopping the up or down traveling Escalator with any load upto rated load. This brake shall be located either on the driving machine or on the main drive shaft.

(4) Where a chain is used to connect the driving machine to the main drive shaft, a brake shall be provided on this shaft. If an electrically released brake is provided on the driving machine, it may not be necessary of electrically released type.

61. Chain.– All chains shall have a factor of safety not less than ten. Material requiring periodical heat treatment shall not be used for chains.

62. Safety Devices.– (1) Where starting pushes or switches are within reach of the public, they shall be the key operated type.

(2) (i) An emergency "Stop" push or switch conspicuously marked "STOP PUSH" or "STOP SWITCH" and accessible to the public shall be fixed at the top and bottom landings of each Escalator;

(ii) The operation of a stop push or switch shall open a circuit and cause the power supply to the Escalator to be disconnected. It shall not be possible to start the Escalator by means of such pushes or switches.

(iii) Any Escalator operating the ascending direction shall be equipped with means to cause the power supply to the Escalator to be disconnected and the auxiliary brake applied in the event of accidental reversal of direction travel.

(3) A speed governor shall be provided, the operation of which shall cause the interruption of power to the driving machine should the speed of the steps exceed a pre-determined value which shall be not more than 40 percent above the rated speed :

Provided that the over speed governor is not required where a low slip alternating current squirrel cage induction motor is used and the motor is directly connected to the driving machine.

(4) A broken step chain device shall be provided which shall cause the interruption of power to the driving machine if a step chain breaks and where automatic chain tension device is not provided, it shall cause the interruption if excessive sag occurs in either of the step chain;

(5) Where the driving Machine is connected to the main drive shaft by a chain, a broken drive chain device shall be provided to cause the application of the brake on the main drive shaft of the drive chain pans;

(6) (i) A stop switch shall be provided around machinery area where means of access to the space is provided. This switch, when opened, shall cause electric power to be cut off from the Escalator driving machine motor and brake.

(ii) The stop switches shall be of the manually opened and closed type; conspicuously and permanently marked STOP and, positively opened mechanically and their opening shall not be solely dependent on springs;

(iii) Escalator driven by poly-phase motor shall be protected against phase reversal or phase failure.

(7) An electrically released brake shall automatically stop the Escalator when any of the safety devices required under sub-Rules (2), (3), (4) and (5) of this Rule come into operation.

63. Machine room.– (1) A machine room of suitable size and construction shall be provided for the housing of the Escalator machines, and associated apparatus and equipment.

(2) The machine room shall be of sound construction, weather proof and dry and shall be properly ventilated to prevent any undue rise in temperature inside the room. Necessary means shall also be provided to maintain a reasonable temperature in the machine room. The floors of the machine rooms shall be capable of carrying the load of the Escalator machinery and other equipments housed therein.

(3) The machine room shall be arranged to allow reasonable access to and the removal of the equipments therein or of any part thereof. The height of machine room shall be sufficient to allow any part of the equipment to be accessible and removable for repairs and replacement.

64. **Lighting of step treads.**– Step treads shall be illuminated throughout their run. The light intensity on the tread surfaces shall be not less than 20 Lux. The illumination shall preferably be of uniform intensity and it shall not contrast materially with that of the surrounding area.

65. **Access to interior of Escalator.**– Reasonable acccss to the interior of the Escalator shall be provided for inspection and maintenance.

66. **Testing of Escalator.**– (1) No new Escalator shall be brought into use unless the Escalator has been tested as follows;

(i) Site tests of Escalator :– Each type and size of Escalator shall be tested for the rated load that is designed to carry;

(ii) Over speed test :– The application of the over speed safety device shall be obtained by causing the Escalator to travel at the governor tripping speed as specified in sub-rule (3) of Rule 62. With Escalator driven by alternating current motors, the governor may be tripped by hand with the Escalator traveling at its normal speed;

(iii) Reversal test :– The accidental reversal device as provided in sub-rule (2) (c) of Rule 62 shall be made to function by manually operating or attempting to operate the Escalator in the reversal direction.

(iv) Broken chain test :– The application of the broken chain safety device as provided in sub-Rule (4) of Rule 62 may be obtained by operating the device by hand. Broken drive chain device operation of the broken drive chain device required by sub-rule (5) of rule 62, where a device chain is used, shall be tested by operating the actuating device by hand.

(v) Stop buttons :– The emergency stops buttons required by sub-rule (2) (a) of Rule 62 operated in each direction of the travel.

(2) The person authorized under section 13 for the erection of the Escalator shall certify in writing that all the tests specified in these Rules are carried out by him to determine the suitability of the Escalator for the normal and regular service and if required by the inspector such tests may also be carried out by him.

67. **Other precautions.**– (1) Adequate precautions shall be taken to guard against any possibility of an Escalator being operated by un-authorized persons. Precautions shall also be taken to prevent an Escalator from being operated by any person when it is not intended for use.

(2) An Attendant shall be on duty in the premises where an Escalator is installed during the whole period the Escalator remains in use.

(3) Where an Escalator is under examination or repairs suitable steps shall be taken to ensure that the Escalator is not operated inadvertently by any person in such a manner which may endanger the safety of persons working in the Escalator.

(4) Explosive or other inflammable materials shall not be carried in the Escalator as may endanger the safety of persons.

(5) The Escalator machine room shall be provided with a suitable fire extinguisher.

(6) Escalator pit pans shall be periodically cleaned of oil and refuse.

(7) All parts of the Machine and equipment requiring lubrication shall be lubricated at regular periodical intervals with lubricants of standard grade.

(8) The sides and undersides of Escalator trusses and machinery area shall be enclosed in fire resistive materials. Means shall be provided for adequate ventilation of the driving and driven machine and control spaces;

(9) Floor openings for Escalator shall be protected against the passage of flame, smoke or gases in the event of fire.

(10) Open sky elevators should conform to IP-55 grade of protection.

CHAPTER – V

Installation of Travelators

68. Standards of Travelator.– Travelator or moving walk-way installation including selection of the Travelators, its angle of inclination, pallet width, speed, maximum rise, balustrade design & height and maintenance of the Travelators has to be followed as per the International Standards till any Indian Standard for the same comes into effect.

CHAPTER – VI

Procedure for Registration of Persons or Firms for Maintenance of Lifts, Escalator or Travelator and for Grant of Authorization to the Attendant

69. Appointment of Lift Committee.– (1) the State Government shall constitute a Lift Committee (hereinafter mentioned as "the Committee") for carrying out the purposes of registration of persons or firms for erection and maintenance of Lifts, Escalator or Travelator and for grant of authorization to the Attendant.

(2) The Committee shall consist of following members –

(i)	The Chief Electrical Inspector	Chairman-*Ex officio*;
(ii)	An Inspector of Lifts/Deputy Chief Electrical/Joint Chief Electrical Inspector to the Government of West Bengal to be nominated by the State Government.	Member-Secretary;
(iii)	A Deputy Chief Electrical/Joint Chief Electrical Inspector to the Government to be nominated by the State Government.	Member;
(iv)	At least four persons who have technical knowledge and are conversant with the construction and maintenance of Lifts and Escalator or Travelators, representing makers or suppliers of Lifts and Escalator or Travelators to be nominated by the State Government.	Members.

(3) The term of appointment of members other than the ex officio Chairman and the Member-Secretary to the Committee shall be three years.

(4) If a member leaves the State or is absent there from for a continuous period of more than six months, another person may be appointed in place of such member for the unexpired portion of such member's term.

(5) The Committee shall have power to act not withstanding any vacancy in its membership.

70. Functions of the Committee.– The Committee shall perform the following functions :–

(i) to consider applications from persons or firms who intend to be registered for carrying out erection and (or maintenance of Lifts and Escalator or Travelators in accordance with the provisions of the Act and the Rules there under and to grant certificates of registration for the purpose;

(ii) to grant authorization to Lift Attendants;

(iii) to enquire in to allegations of incompetence, negligence, misconduct or malpractice on the part of a Lift Attendant holding an authorization or of a person or firm holding certificate of registration granted by the committee or allegations of breach of a condition of a certificate of registration on the part of the person or firm holding the certificate of registration granted by the Committee and to take such action in respect of such authorization or certificate of registration as may be considered necessary;

(iv) to maintain a register of persons and firms to whom certificates registration have been granted;

(v) to maintain a register of persons to whom authorization as Lift Attendants have been issued;

(vi) to conduct such tests and other enquiries as may be necessary for the grant of certificates of registration and for grant of authorization to Lift Attendants; and

(vii) to do such other act as may be considered necessary to carry out the provisions of these Rules.

71. **Meetings of the Committee.**– (1) The Committee shall meet at least once in three months at such times and at such places as may be decided by the chairman for transacting business which, in the opinion of the Chairman, cannot be transacted by the circulation of papers.

(2) At least seven days' notice of all meetings shall be sent to each member.

(3) The Chairman or the Member-Secretary together with one other member shall form a quorum at any duly convened meeting of the Committee.

(4) A member and other officers present in the meeting of the Committee shall be paid an allowance of Rs. 800/- per meeting.

72. **Functions of Member-Secretary.**– The Member-Secretary shall discharge such functions and carry out such directions as may be entrusted by the Committee from time to time and shall also perform the following duties:

(i) to receive online applications for certificates of registration and shall place the same before the Committee after necessary scrutiny and enquiry:

(ii) to maintain a register of all persons and firms to whom certificates of registration have been granted;

(iii) to receive applications for Lift Attendant's authorization and shall place the same before the committee after necessary scrutiny and enquiry;

(iv) to maintain a register of persons to whom authorizations as Lift Attendants have been granted;

(v) to renew the certificates of registration and Lift Attendant's authorization.

73. **Registration of persons or firm for erection or maintenance of Lifts or Escalator or Travelators.**– (1) An online application for certificate of registration for erection or maintenance of Lifts or Escalator or Travelators under the provisions of these Rules, may be made either by a person or by a firm who is a manufacturer of Lift or Escalator or Travelator or an authorized representative or agent or a manufacturer of Lift or Escalator or Travelator or who has experience in the erection and maintenance of Lifts or Escalator or Travelators for a period of not less than two years which will be regarded as satisfactory by the Committee.

(2) Every applicant for a certificate of registration under these Rules shall make an online application in Form XIV, appended hereto, and shall submit to the Member-Secretary together with a non-refundable fee as notified.

(3) The Committee may, after such enquires and tests as may be considered necessary grant a certificate of registration in Form XV, to an applicant who has satisfied the Committee that he has necessary qualification for grant of the certificate of registration.

(4) The certificate of registration may either be of a general nature or for any specified class, type or make of Lifts according to the nature of qualification of the applicant.

(5) Every certificate of registration granted under these Rules shall be renewed for a period of three years up to a maximum of five years.

(6) An online application for renewal in Form XVI together with the certificate of registration and renewal fee shall be submitted to the Member-Secretary before the date of expiry of the certificate. In the event of failure to renew a certificate before the date of expiry, the certificate shall be cancelled and the full initial fee shall be charged for the issue of new certificate.

Provided that if the application for renewal is received within three months from the date of expiry, the certificate may be renewed on payment of the prescribed fees as notified.

(7) A person or a firm, who has been granted a certificate of registration, may, on certification by the applicant/ Lift or Escalator or Travelator Owner, about the loss of the original certificate to the satisfaction of the Member-Secretary, apply for a duplicate certificate of registration on payment of fee as notified.

(8) On the issue of a duplicate certificate, the original certificate shall be deemed invalid and if found, shall be return to the Member-Secretary for cancellation.

(9) If any person or firm holding a certificate of registration is found by the Committee to the guilty of negligence, incompetence or of breach of any of these Rules or of the conditions of the certificate of registration held by person or firm, the committee may after giving the holder of certificate an opportunity of being heard suspend or cancel such certificate. Any defacement or unauthorized entry in the certificate will render the same liable to similar suspension or cancellation.

(10) The decision of the Committee in this regard shall be final.

74. Authorization to work as Lift Attendant.– (1) A person,–

(i) Who must have a 10th standard pass certificate from a recognized Educational Board and is not under 19 years of age and not exceeding 60 years. In cases for 60 years and above, submission of medical fitness certificate is mandatory. However the authorization certificate of a lift Attendant is liable to be cancelled/ceased upon attaining age of 65 years.

(ii) who is physically fit and possess a good eyesight, good hearing and does not suffer from any mental disease, and

(iii) who has experience in Lift operation, shall be eligible to apply for authorization to work as Lift Attendant.

(2) Every applicant for an authorization to work as Lift Attendant shall make an application in Form XVII and shall forward the application duly filled in to the Member-Secretary together with–

(i) a fee as notified has to be paid and receipt of the same has to be attached with the application.

(ii) two copies of recent photograph size 5 Cms × 6 Cms of the applicant duly attested by a *Gazetted Officer* or a responsible person bearing applicant's signature or thumb impression on the back of each copy, and

(iii) a certificate from a registered medical practitioner regarding the applicant's physical fitness, good eyesight, good hearing, etc.

(iv) a certificate of experience set out in Form XVIII.

(3) Every applicant for authorization to work as Lift Attendant shall appear for a test before the committee for necessary oral and practical tests at such place as may be decided by Committee and satisfy them that–

(i) he clearly understands all signal pertaining to the operation of Lifts and also the authorized loading of Lifts;

(ii) he is able to operate a Lift in a proper manner and to understand that the safety locks for the landing gates and door and of the Lift car gates and doors are operating correctly, and

(iii) he is conversant with and able to take steps in an emergency in the course of operation of Lifts.

(4) (i) Every member of the committee shall entitle for remuneration as notified per candidates for conducting the test of Lift Attendant.

(ii) Every staff engaged to assist the committee for conducting the test of Lift Attendant shall be entitled for remuneration per candidates as notified.

(5) Every candidate who has satisfied the Committee with respect to his eligibility to work as Lift Attendant shall be granted certificate of authorization to work as Lift Attendant in Form XIX.

(6) The authorization certificate may cither be of a general nature or for any specified class, type or make or Lifts according to the proficiency of the applicant.

75. Grant of duplicate authorization certificates.– (1) Whenever the holder of an authorization certificate proves to the satisfaction of the Member - Secretary that the authorization certificate granted to him under these Rules has been lost, stolen or destroyed or mutilated without fault on his part, he shall be granted a duplicate authorization certificate on application to the Member - Secretary accompanied by a non-refundable fee for duplicate authorization certificate as notified.

(2) On the issue of a duplicate authorization certificate, the original authorization certificate shall be deemed invalid and if found, shall be returned to the Member - Secretary for cancellation.

76. Suspension or cancellation of authorization certificate.– (1) If any person holding an authorization certificate to work as Lift Attendant is found to be physically infirm or mentally unsound or guilty of negligence or incompetence or drunkenness or misconduct or of breach of any of these Rules, the Committee may after giving the person authorized an opportunity of being heard suspend or cancel such authorized certificate.

(2) Any defacement or unauthorized entry in the authorization certificate shall render the same liable to suspension or cancellation.

(3) The decision of the Committee in this matter shall be final.

CHAPTER – VII

MISCELLANEOUS

77. Inspecting authority of the Lift or Escalator or Travelator installations.– Inspector of Lifts, Electrical Inspectors, Deputy Chief Electrical Inspectors, Joint Chief Electrical Inspectors or the Chief Electrical Inspector can inspect any Lift or Escalator or Travelator installation in the State of West Bengal.

78. Relaxation of Rules.– (1) Notwithstanding anything contained in any of these Rules, the Chief Electrical Inspector or the Inspector of Lifts on consultation with the State Government by an order in writing, and subject to such conditions as he may think fit to impose, relax the provisions of any of these Rules to such extent as, in his opinion, may not be applicable to such Lift, Escalator or Travelator.

(2) In case of Lift, Escalator or Travelator, operated by power other than electricity, the Chief Electrical Inspector or the Inspector of Lifts on consultation with the State Government, by an order in writing, relax the provision of these Rules to such extent as, in his opinion are inconsistent or are not applicable to such Lift, Escalator or Travelator, such Lift, Escalator or Travelator, must, however, comply with such instructions as may be issued in this behalf by the Inspector of Lifts with the approval of the Chief Electrical Inspector.

(3) Every relaxation granted hereinabove shall be subject to disallowance or revision by the State Government.

79. Responsibility of the owner of Lift, Escalator or Travelator, agent and authorized person.– Where any person is responsible for the observance of any of these Rules, every agent and the person authorized under section 10 shall also be responsible for such observance in respect of matters under their respective controls.

80. Lifts, Escalators and Travelators not covered under this Rule.– Home Lifts (single phase), Lift, Escalator, Travelator installations owned by Central Government or Central Government undertakings, Lift installations owned by State Governments or erected or maintained by Public Works Department or installations of any other State Governments within the State of West Bengal are not covered by this Rule.

81. On-line Services of West Bengal Lift Committee as well as Directorate of Electricity, West Bengal.– Online Services be made available for various processes mentioned in the Rules as notified by the State Government from time to time.

SCHEDULE OF FEE

(*See* rule 14)

SL. No.	Nature of application	Fees in INR
1.	**Fees for grant of permission to erect lift/escalator or travelator**	500/-
2.	**Fees for obtaining licence to operate the lift/escalator or travelator**	
	(a) For lift having machine room & the speed upto 0.7 meter per second	2000/-
	(b) For lift having machine room & the speed in excess of 0.7 meter per second but upto 1.00 meter per second	2500/-
	(c) For lift having machine room & the speed in excess of 1.00 meter per second	3000/-
	(d) For Machine Room Less Lifts having the speed upto 0.7 meter per second	3000/-
	(e) For Machine Room Less Lifts having the speed upto 1.00 meter per second	4000/-
	(f) For Machine Room Less Lifts having the speed in excess of 1.00 meter per second	5000/-
	(g) For escalator or travelators	7500/-
3.	**Fees for the issue of certificate for authorization**	
	(a) For the erection and maintenance Firms of the lifts	5,000/-
	(b) For the erection and maintenance Firms of escalator or travelators	10000/-
	(c) For the maintenance Firms of lifts	2500/-
	(d) For the maintenance Firms of escalator or travelators	5000/-
	(e) For the Lift Attendant Authorization examination	200/-
4.	**Fees for the Renewal of Licence/Authorization**	
	(a) Yearly fees for renewal of lift licence	500/-
	(b) Yearly fees for renewal of escalator or travelator licence	1000/-
	(c) Yearly fees for the renewal of the licence for erection and maintenance Firms of the lifts	2000/-
	(d) Yearly Fees for Renewal of the Licence for erection and maintenance Firms of Escalator or Travelators	5000/-
	(e) Yearly Fees for the Renewal of the Licence for maintenance Firms of Lifts	1000/-
	(f) Yearly Fees for the Renewal of the Licence for maintenance Firms of Escalator or Travelators	2500/-
5.	**Fees for the Other Services**	
	(a) For grant of duplicate Licence of Lift/Escalator or Travelator	1000/-
	(b) For change of name of owner in the Licence	1000/-
	(c) For grant of duplicate certificate of registration for Lift/Escalator or Travelator Firms	1000/-
	(d) For the duplicate certificate of Lift Attendant Authorization	100/-
	(e) For the inspection made at the request of the owner of the permission to whom Licence for working of the Lift, Escalator or Travelator, has been granted for Lift	1500/-
	(f) For the inspection made at the request of the owner of the permission to whom Licence for working of the Lift, Escalator or Travelator, has been granted for Escalator or Travelator	2500/-

FORM - I

[*See* Rule 3(1)]

Application for permission to erect Lifts
or for making additions or alterations to the installed Lift.

(To be submitted to the Chief Electrical Inspector, Government of West Bengal)

1. Full Name and Address of the Applicant :
2. Name and Address of the Local Agent, if any :
3. Address of the Premises at which the Lift is proposed to be erected, and the Name of the premises :
4. Whether any application for permission was previously made. If so, details of the same :
5. Type of Lift proposed to be erected (Passenger / Goods / Service) :
6. Maker's Name and Address :
7. The contract speed of the Lift :
8. The contract load of the Lift in Kilogram :
9. The maximum number of persons including the Lift Attendant which the Lift can carry :
10. The total weight of the Lift car including the contract load :
11. The weight of the counter weight :
12. The number, description, weight and size of the suspension ropes :
13. The Pit depth :
14. Travel and the number of floors to be served :
15. The total head room :
16. (i) Details of construction of the over-head arrangement with the weight and size of the beams : .....
    (ii) The approximate reaction which will be imposed on the building due to the Lift installation including supporting beams, etc. :

Dated : .....

.....
Signature of the Applicant

FORM - II

[*See* Rule 3(1)]

Application for permission to install Escalator or Travelator or making additions or alterations to the installed Escalator or Travelator.

(To be submitted to the Chief Electrical inspector, Government of West Bengal)

(i) Full name and address of the applicant :

(ii) Name and address of the local agent of the owner, if any :

(iii) Address of the premises where the Escalator or Travelator is to be installed or additions or alternations are proposed and the name of the owner of the premises :

(iv) Whether any application for permission was previously made. If so, details to be given :

(v) Name and address of the person/Firm who will install the Escalator or Travelator or make additions or alterations:-

(vi) Maker's name and address :

(vii) The contract speed of the Escalator or Travelator :

(viii) The contract load of the Escalator or Travelator in Kilograms :

(ix) The maximum number of persons which the Escalator or Travelator can carry :

(x) The angle of inclination of the Escalator or Travelator with the horizontal :

(xi) The width of Escalator or Travelator :

(xii) The vertical rise of the Escalator or Travelator :

(xiii) The number, description, weight and size, main drive chain, step chain, handrail drive chain and governor drive chain :

(xiv) Details of construction of the trusses and step-treads together with the weight and size of all structural members and supporting beams in connection therewith :

(xv) Proposed date of commencement of work :

(xvi) Proposed date of completion of work :

Signature of the person
Authorization Number.

Signature of the Applicant

Date :

FORM - III

[*See* Rule 3(2)]

Declaration from the Person Authorized for erection of Lifts/ Escalator/ Travelators

We hereby declare and undertake to complete the work of erection of Lift/ Escalator or Travelator for which permission to install may be granted under the West Bengal Lift, Escalator and Travelator Rules, 2022. We also undertake the responsibility to see that works of Lift/Escalator or Travelator installation is inspected by the Inspector of Lifts and Escalator or Travelators and defects pointed out by him are duly complied with. The Lift/ Escalator or Travelator installed by us shall be handed over to the respective owner after the licence to use the Lift/ Escalator or Travelator is issued under Rule 4.

Date :

Signature of the authorized person

Authorization number :

FORM - IV

[*See* Rule 4(1) and 4(2)]

Notice of completion of the work of erection of a Lift/ Escalator or Travelator and application for a licence to work the Lift/ Escalator or Travelator.

From :_____

_____

To : The Chief Electrical Inspector, West Bengal,
11, N.S. Road, Kolkata,

Dated : ..... 20 .....

Dear Sir,

Subject : Erection of Lift/ Escalator or Travelator at : .....

I / We hereby give notice under Rule 4 of The West Bengal Lift, Escalator and Travelator Rules, 2022 that the work of erection of the Lift/ Escalator or Travelator at the above address, permission for which was accorded under your Letter No. ..... dated ..... has been / will be completed on ..... The work has been carried out by ..... Necessary scale drawings as required under Rule 4 are enclosed herewith.

I / We further request that a liccncc for working the Lift/ Escalator or Travelator may be granted to me / us.

I / We hereby give undertaking that any additions, alterations or modifications as may be considered necessary under The West Bengal Lift, Escalator and Travelator Rules, 2022, on inspection at site, will be carried out without undue delay.

A fee of Rs. ..... has been paid as per Rule 14 and subsequent Stale Government Notification, under BRN Receipt No. .....

Dated ..... 20 .....

The BRN receipt is enclosed herewith.

Yours faithfiilly.

.....
Signature of owner of the Lift

FORM - V

[*See* Rule 4(2)]

Declaration from the authorized person under Section 6 of the Act

To.

The Inspector of Lift and Escalator or Travelators,

Ref: Our Contract No.....dated.....with Messers.....Lift/ Escalator or Travelator ..... .

Sir,

We.....having undertaken the work of installation of the Lift/ Escalator or Travelator at the premises named ..... and having completed the installation of the said Lift/Escalator or Travelator hereby certify that the work of installation of the Lifts/ Escalator or Travelators) complies with the provisions of the West Bengal Lift and Escalator or Travelator Rules, 2022. We further certify that the Lift/ Escalator or Travelator installation is ready for inspection which is required to be made for the purpose of issuing a licence under (he West Bengal Lifts, Escalators and Travelators Act, 2019, for operating the same.

Signature of the authorized person.

Authorization Number.

Date:

FORM VI

[See Rule 4(2) & Rule 21]

GENERAL CHECKLIST FOR LIFT INSTALLATIONS

(JOB NO.)

Sl. No.	Description	Yes	No	Remarks
1	Whether permanent supply upto the dedicated Main Switch MCCB for Lift is available			
2	Whether separate & dedicated single phase main switch'MCCB has been provided for Lift shaft light			
3	Whether Lift main switch provided at nearest convenient location in Lift loby			
4	Whether the Lift Main Switches at Ground Floor have been earthed with 8 SWG G.I wire at two distinct points			
5	Whether main switch earthings are done to the building earth bar			
6	Whether building earth bar is connected with minimum two earth pits and those are proper and marked as earth pits			
7	Whether earth resistance at building earth bar measured & is within acceptable limit			
8	Whether proper marking on Lift main switch done			
9	Whether civil jobs at each flow Lift landing positions completed			
10	Whether each landing has a proper Lift lobby with Fire exit			
11	Whether staircase hand rail guard at each floor provided			
12	Whether staircase hand rail for machine room provided			
13	Whether pit is cleaned and waterproof			
14	Whether pit stop switches are available			
15	Whether Pit light is working			
16	Whether pit ladder is provided			
17	Whether Shaft lights are working			
18	Whether limit switches earthing done			
19	Whether buffer foundations are properly done with R.C.C			
20	Whether Lift lobby lights are provided at each floor			
21	Whether counter-weight clamping or tie split pins provided			
22	Whether counter guard net provided upto required height			
23	Whether TOE-guard of minimum 750 mm provided			
24	Whether proper pit depth maintained as per IS 14665			
25	Whether proper counter-weight run-by maintained as per IS 14665			
26	Whether proper bottom clearance maintained as per IS 14665			
27	Whether landing gate seal sap chccked & found ok			

Sl. No.	Description	Yes	No	Remarks
28	Whether Facia for automatic door provided			
29	Whether finishing done below the landing door seal for manual door			
30	Whether car lights are kept direct			
31	Whether alarm bell checked and found ok			
32	Whether all LEDs of floor indicator etc are working			
33	Whether all lights, fan inside car are working			
34	Whether gate locks at each flow checked & found ok			
35	Whether proper top clearance maintained as per IS 14665			
36	Whether machine room door is outside opening and made of Fire Proof weather proof as per IS 14665			
37	Whether metal 415 V danger plate outside machine room door provided			
38	Cheeked for any water ingress source to machine room through window, exhaust etc			
39	Machine room main switch properly earthed at two distinct points with 8 swg G.I			
40	Whether proper light & ventilation in machine room provided			
41	All earthing wires, controller wiring etc are properly dressed			
42	Lift machinc properly installed &fastner bolt provided			
43	Whether rope end are property seated			
44	All limit switched (up-down final, governor safety) installed at requisite location			
45	Whether Governor name plate with tripping speed fixed on governor body			
46	Whether extra cut-out on machine room floor has been properly covered			
47	Whether UP & Down final limit checked & found ok			
48	Governor safety (both electrical & mechanical) checked and found ok			
49	Whether load balancing chcckcd & found in order			
50	Load test (if done on the hook at machine room) has been tagged			
51	Whether governor switch and car safety switch or both the switches are manually operable			
52	Whether Governor actuation facility from control panel provided for MRL Lift			
53	Whether Manual Rescue Device provided for MRL Lift			
54	Whether controller maintenance access panel besides top floor landing for MRL Lift			
55	Whether separate brake contactor provided in case of Metal metal contact			
56	Whether clear laminated safety glass used & certificate available in case of glass Lift/shaft			
57	Whether dynamic brake incorporated in case of drive			
58	Whether cover for the dynamic resistance provided in case of installation outside panel			
59.	Whether Stop Switch provided in Car and found working			

FORM VII

[*See* Rule 4(6))

GOVERNMENT OF WEST BENGAL

Licence to Work a Lift

(This liccnce is not transferable or assignable to any person or firm. This licence is to be renewed annually and must be produced to the Licensing Authority when called for)

Registered No: .....

Shri / Smt. ..... is / are hereby authorized to work the Lift erectcd at the premises no. ..... the particulars of which are given below. This licence shall remain valid from ..... to ..... and is issued subject to the conditions set out on the reverse.

(I) Make of Lift and Serial No:

(II) Type of Lift:

(III) Type of Control:

(IV) Capacity:

Dated, The Kolkata ..... day of ..... 20.....

Chief Electrical Inspector, West Bengal

Date of renewal	Date of Expiry	Initial of the Officer renewing the licence

CONDITIONS

a. The Lift and its installation shall be worked and maintained it. Conformity with the Provisions of the West Bengal Lifts, Escalators and Travelators Act, 2019, and The West Bengal Lift, Escalator and Travelator Rules, 2022,in so far as these are applicable in this case.

b. If the holder of this licence does not reside in the town or village in which the Lift has been erected, he shall within one month from the date of this licencc appoint an agent who shall be resident in the town or village in which the Lift has been erected. The agent so appointed shall be responsible for the working and maintenance of the Lift in conformity with the provisions of the West Bengal Lifts, Escalators and Travelators Act, 2019 and The West Bengal Lift, Escalator and Travelator Rules, 2022, in so far as these are applicable in this case. The name of every such agent shall be communicated to the Inspector of Lifts and to the Commissioner of Police in Calcutta or to the District Magistrate elsewhere. Any Change of agent shall also be similarly notified.

c. The holder of this licencé or his agent, if any, shall, within one month from the date of this licence, appoint a person or firm who is in possession of a valid certificate of registration for maintenance of the Lift installation and shall communicate the name of such person or firm to the Inspector of Lifts and also in the city of Calcutta to the Commissioner or Police and to the District Magistrate elsewhere. Any Change of person or firm so appointed shall also be similarly notified.

d. A Xerox copy of this licence shall be permanently displayed in the Lift car as well as in the machine room of the Lift.

e. No addition or alterations to the Lift and its installation shall be carried out without prior approval by the Chief Electrical Inspector, West Bengal.

f. If the holder of this licence ceases to have interest in the Lift installation for which the licence is issued, the liccnce shall be deemed to be invalid and it shall be returned to the Chief Electrical Inspector, West Bengal.

FORM VIII

[*See* Rule 4(6)]

GOVERNMENT OF WEST BENGAL

Licence to Work an Escalator or a Travelator

(This licencc is not transferable or assignable to any person or firm. This licence is to be renewed annually and must be produced to the Licensing Authority when called for)

Registered No: .....

Shri / Smt: ..... is/are hereby authorized to operate the Escalator or Travelator (the particulars of which are given below) installed at the premises owned by ..... and situated at ..... . This licence shall remain valid from ..... to ..... and on its renewal, to such subsequent date as may be noted hereon below in the appropriate column and is issued subject to compliance with the conditions set out on the reverse.

PARTICULARS:

(i) Make of Escalator or Travelator & Sl. No:

(ii) Angle of inclination of Escalator or Travelator with the horizontal:

(iii) Width of the Escalator or Travelator

(iv) Vertical rise of the Escalator or Travelator:

(v) Contract Load:

(vi) Contract speed:

Dated, The Kolkata ..... day of ..... 20.....

Chief Electrical Inspector, West Bengal

Date of renewal	Date of Expiry	Initial of the Officer renewing the licence

CONDITIONS

1. The Escalator or Travelator and its installation shall be worked and maintained in conformity with the Provisions of the West Bengal Lifts, Escalators and Travelators Act, 2019, and The West Bengal Lift, Escalator and Travelator Rules, 2022,in so far as these are applicable in this case.

2. If the holder of this licence does not reside in the town or village in which the Escalator or Travelator has been erected, he shall within one month from the date of this licence appoint an agent who shall be resident in the town or village in which the Escalator or Travelator has been erected. The agent so appointed shall be responsible for the working and maintenance of the Escalator or Travelator in conformity with the provisions of the West Bengal Lifts, Escalators and Travelators Act, 2019 and The West Bengal Lift, Escalator and Travelator Rules, 2022, in so far as these are applicable in this case. The name of every such agent shall be communicated to the Inspector of Lifts and to the Commissioner of Police in Kolkata or to the District Magistrate elsewhere. Any Change of agent shall also be similarly notified.

3. The holder of this licence or his agent, if any, shall, within one month from the date of this licence, appoint a person or firm who is in possession of a valid certificate of registration for maintenance of the Escalator or Travelator installation and shall communicate the name of such person or firm to the Inspector of Lifts and also in the city of Kolkata to the Commissioner of Police and to the District Magistrate elsewhere. Any Change of person or firm so appointed shall also be similarly notified.

4. No addition or alterations to the Escalator or Travelator and its installation shall be carried out without prior approval by the Chief Electrical Inspector, West Bengal.

5. If the holder of this licence ceases to have interest in the Escalator or Travelator installation, for which the licence is issued, the licence shall be deemed to be invalid and it shall be returned to the Chief Electrical Inspector, West Bengal.

FORM IX

[*See* Rule 6(2)]

Application for renewal of licence of Lift, Escalator or Travelator.

To,

The Chief Electrical Inspector, West Bengal

Sub: Renewal of working licence for the Lift, Escalator or Travelator installed at .....

Sir,

With reference to the above, it is stated that the working licence in respect of Lift, Escalator or Travelator installed ..... is sent herewith for renewal thereof as required under section 6 of the West Bengal Lifts, Escalator and Travelators Act, 2019 and it is requested to return the same after renewal.

The BRN receipt of Rs ..... being the renewal fee and a report as required under the said Act are also enclosed.

Encto: As above. Yours faithfully.

Date: Signature of the owner.

FORM X

[*See* Rule 8 & 21(3)]

GOVERNMENT OF WEST BENGAL

Form of order for repairing Lift, Escalator or Travelator and prohibiting use thereof

To

.....

(Owner/Agent/Occupier of the premises/Person responsible for the working of the Lift)

.....

1. Whereas it appears to me that the Lift in premises No. ..... under Licence no. ..... does not fulfill terms and condition of the licence, or Rules .... of The West Bengal Lift, Escalator and Travelator Rules, 2022, or is in an unsafe condition, or is likely to be attended with danger to human life as stated in the accompanying sheet, you are hereby called upon under Section 12 of West Bengal Lifts, Escalator and Travelators Act, 2019, to comply with the said terms and conditions and Rules and to carry out the said repairs and/or alterations to the Lift on or before the ..... day of ..... 20..... and to report compliance in writing to me.

2. I also hereby forbid the use of the Escalator or Travelator with effect from the date of receipt of this order until the repairs or alterations referred to in Paragraph-I above are made or the cause of the danger is eliminated or the terms, conditions or Rules are complied with.

   (i) An appeal may be filed against this order under Rule 23 of The West Bengal Lift, Escalator and Travelator Rules, 2022, within one month from the date of its issue, but not withstanding such appeal this order must be complied with, unless the appellate authority, on or before the date specified in paragraph I above, suspends its operation.

Inspector of Lifts, West Bengal

Dated at .....

The .....day of ..... 20 .....

FORM XI

(*See* Section 12 of the Act)

Notice of Accident

From : .....

(Owner / Agent)

To
The Inspector of Lifts, West Bengal. Kolkata.
The Commissioner of Police. Kolkata.
The District Magistrate ..... Dated ..... 20 .....

Dear Sir,

I / We have to inform you (hat an accident has occurred at premises No. ..... on ..... at ..... hours in connection with the operation of a Lift or Escalator or Travelator owned by me / us resulting / likely to have resulted in loss of human life/personal injury, the details of which are given below.

I / We also state that the working of the Lift/ Escalator or Travelator has been discontinued and shall not be resumed except under your written permission.

1. Registered number of the licence of Lift/ Escalator or Travelator along with the name, address and authorization number of the authorized person by whom the Lift/ Escalator or Travelator is erectcd or maintained:
2. Date and time of accident:
3. Place of accident:
4. Name of owner:
5. Detaits of victim:

   A).

   1. Name :
   2. Father's name :
   3. Sex of victim :
   4. Full postal address :
   5. Approximate age :
   6. Fatal/non fatal :

   B) In ease the victim is an employee of the person authorized under Section 10(4) of the Act

   (i) Designation of such person :

   (ii) Brief description of the job undertaken :

   (iii) Whether such person was allowed to work on the job :

6. Type of the Lift or Escalator or Travelator (Passenger/hospital/goods/service) :
7. (a) Describe fully the nature and extent of injuries, e.g. fatal/disablement (permanent or temporary) of any portion of the body or burns or other injuries :

   (b) In case of fatal accident, was the postmortem performed?

8. Dctailed causes leading to the accident:

9. Action taken regarding first-aid, medical attendance etc. immediately after the occurrence of the accident (give details):

10. Whether the District Magistrate and Police Station concerned have been notified of the accidcnt (if so, give details):

11 Steps taken to preserve the evidence in connection with the accident to the extent possible:

12. Name and designation(s) of the person(s) assisting, supervising the person(s) killed or injured:

13. Name and designation of the persons present at and witnessed the accident:

14. Any other information/remarks:

Place:

Date: .....

Signature of Owner/Agent

Name .....

Address of the person reporting:.....

.....

FORM XII

[*See* Rule 12]

Application for surrender of liccnce of Lift or Escalator or Travelator.

To,

The Chief Electrical Inspector. West Bengal

Sub: Surrender of working licence No. ..... for the Lift or Escalator or Travelator installed at.....

Sir,

With reference to the above, it is stated that the existing / valid working/operational licence in respect of Lift or Escalator or Travelator No. ....., installed at..... is being surrendered hereby for Cancellation.

Enclo: Lift or Escalator or Travelator

Original valid licence.

Yours faithfully.

Date:

Signature of the owner.

FORM XIII

[See Rule- 21]

General Check List for Escalator or Travelator Installation

Job No. _____

1	Whether permanent Electric supply up to dedicated Main Switch/MCB/MCCB for Escalator is available
2	Whether separate and dedicated Single and Three phase Main Switch/MCB/MCCB has been provided
3	Whether Escalator Main Switch provided at nearest convenient location in Escalator lobby
4	Whether the Escalator Main Switches at Ground Floor have been earthed with 8 SWG G.I. wire at two distinct points
5	Whether main switch earthings are done for the building with G.I. earth bar
6	Whether building earth bar is connected with minimum two earth pits and those are properly marked as earth pit
7	Whether earth resistance at building earth bar measured and is within acceptable limit
8	Whether proper marking on Escalator main switch done
9	Whether civil jobs at each floor Escalator landing positions completed
10	Whether staircase hand rail/guard at each floor provided
11	Whether pit is cleaned and water proof
12	Whether pit stop switches are available
13	Whether pit light is working
14	Whether lift lobby lights are provided at each floor
15	Whether metal 415 V Danger Plate outside Escalator (near Control Panel area) provided
16	Escalator Control Panel room Main Switch properly earthed at two distinct points with 8 SWG G.I.
17	All earthing wires, controller wiring etc. arc properly dressed
18	Whether Balustrade provided on two sides
19	Whether Handrail switch provided.
20	Whether Stop Switch/Push provided
21	Whether start key is not accessible to public, as provided
22	Whether Comb Plate Switch provided
23	Whether Step Broken Switch provided
24	Whether floor plate lifting switch provided
25	Whether step chain clatch switch provided
26	Whether skirt panel switch provided
27	Whether Stop Switch in Machine (Control Panel) Room provided
28	Whether Stop Switch at Pit provided

FORM XIV

[*See* rule 73(2)]

Application for Certificate of Registration for Erection and/ or Maintenance of Lifts or Escalator or Travelators

1. Name of the Applicant: .....

   (Person or Firm)

2. In case firm state whether the firm is registered or not. (Full name of agent or manager to be given in the case of registered Company):

3. Business Address:

4. Whether Certificate of Registration was issued before in the same name. If so, give number and date of Registration of Certificate:

5. State whether you are makers of Lift or Escalator or Travelator or authorized representative or agent of makers of Lift or Escalator or Travelator:

6. The Names, Address, etc. of the Makers of Lift or Escalator or Travelator of whom you are representative or agent to be furnished:

7. Particulars relating to Erection or Maintenance of Lifts or Escalator or Travelator. Details of type of Lifts or Escalator or Travelator erected or maintained to be furnished:

8. Names of technically qualified persons in the employ of the applicant for erection and maintenance of Lifts or Escalator or Travelator:

   I / We confirm that the fee as per Rule-14 has been paid and BRN Receipt is attached herewith.

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

   I / We hereby also declare that I/we have in my/our possession a latest copy of "The West Bengal Lift, Escalator and Travelator Rules, 2022" and that I / we have fully understood the terms and condition under which a certificate of registration for erection or maintenance of Lifts or Escalator or Travelators is granted a branch of which will render the certificate liable to cancellation.

Signature : .....

Name of the Company :

.....

Date:.....20..... Designation :

NOTE : (1) Any person who makes, procures to be made or assists in making any false statement for the purpose of obtaining for himself or any other person a certificate of registration for erection or maintenance of Lift and /or Escalator or Travelator, shall render himself liable to prosecution.

(2) If additional space is required for completing items Nos. 5.6, 7 & 8 an additional sheet of paper any may be attached to this form.

FORM XV

[*See* Rule 73(3)]

GOVERNMENT OF WEST BENGAL

Certificate of Registration for Erection and/or Maintenance of Lifts or Escalator or Travelators

(This certificate is to be renewed annually and must be returned to the Member-Secretary or the Chief Electrical Inspector on demand)

(Authorised by Government Notification No.:.....dated :.....20.....)

Registered No :.....

Shri/Smt: .....is / are hereby authorised to carry out the erection and/ or maintenance of Lifts and/or Escalator or Travelators of the class and type stated below within the state of West Bengal. This certificate of registration is issued subject to compliance with the conditions set out on the reverse.

....

Member-Secretary, Lift Committee Chairman.Lift Committee

Date of issue:.....20.....

Class and type of Lifts or Escalator or Travelators-

Date of renewal	Date of expiry	Initial of Member-Secretary

CONDITIONS

1. Every contract for erection and/ or maintenance of a Lift or Escalator or Travelator undertaken by the holder of this certificate of registration shall be in writing and the holder thereof shall be responsible for the proper erection and/ or maintenance of the Lift and /or Escalator or Travelator and its installation for which the contract has been made.

2. The report of the periodical inspection and tests of the Lift or Escalator or Travelator and its installation shall be recorded in a register to be maintained for the purpose by the holder of the certificate of registration and every such report shall be duly signed and dated by the person making the inspection and tests.

   The reports shall contain sufficient details so as to give a clear indication of the condition of the important component parts of the Lift or Escalator or Travelator installation and of their fitness for safe working of the Lift and /or Escalator or Travelator . If required by the Inspector of Lifts, such reports shall be kept in a form approved by him for the purpose.

If as results of inspection and tests, any defects or breach of Rules, as may affect the safe working of the Lift or Escalator or Travelator, is found in the Lift or Escalator or Travelator installation, the owner or agent, thereof shall be intimated forthwith about the same by holder of the certificate of registration and a copy of such intimation shall also be forwarded to the Inspector of Lifts.

3. The holder of this certificate of registration shall maintain a register of technical personnel employee by him for erection and/ or maintenance of Lifts or Escalator or Travelator and the register shall be produced for inspection on demand by an Inspector of Lifts or by other person authorized by him in this behalf.

4. Any change in the address of the place of business of the holder of this certificate of registration shall be communicated to the Member-Secretary within two weeks of such change. Any change of agent or manager, if any, shall be similarly notified.

FORM XVI

[*See* Rule 73(6)]

Application or renewal of Certificate of Registration Tor Erection and/ or Maintenance of Lift or Authorization certificate of Lift Attendant

To,

The Chief Electrical Inspector, West Bengal.

Sub : Renewal of Certificate of Registration for Erection and/ or Maintenance of Lift, Escalator or Travelator/ authorization certificate of Lift Attendant

Sir,

With reference to the above, it is stated that the Certificate of Registration for Erection and/ or Maintenance of Lift/ authorization certificate of Lift Attendant No.....is sent herewith for renewal thereof as required under the West Bengal Lifts, Escalator and Travelator Rules, 2022 and it is requested to return the same after renewal.

The BRN receipt of Rs..... being the renewal fee is enclosed.

Enclo: As above.

Yours faithfully,

Date:

Signature of the applicant.

FORM XVII

[*See* Rule 74(2)]

Application for Grant of Lift Attendant's Authorization
(Read the note before filling up this form)

1. Full Name of the Applicant:
   (In Block Letter)
2. Address: (i). Home address:
   (ii). Local address:
3. Educational Qualification:
4. Age:
5. (i) Details of experience including the type, class, licence No. of Lifts operated including name of the owner of Lifts and address of the Lift installation:

   (Testimonial or other evidence in support of the experience are to be produced) : .....
   .....

   (ii) Have you obtained any temporary authorization to work as Lift Attendant? If so, state the number any date thereof and the authority who issued it:
6. Have you made any previous application in Form XVII? If so, state particulars:
   (Dale of Application, etc.)
7. Personal description of applicant:
   (1). Nationality:
   (2). Height: .....CM
   (3). Marks of Identification :
   (4). Identity Proof (Aadhar card. Voter card etc.) :

I hereby declare that the particulars stated above are correct and true to the best of my knowledge.

.....
Signature (or Thumb Impression) of Applicant.

NOTES

1. The application fee as per Rule-14 must be paid and BRN receipt has to be forwarded with the application.
2. Every applicant must be accompanied by —
   (a). Two copies of a recent photograph of the applicant (size 5Cm × 6 Cm) with his signature of thumb impression on the back of each copy.
   (b). A Certificate from a Registered Medical Practitioner regarding the Physical Fitness of the applicant.
   (c). Experience certificate as per the above Format.
3. Any person making false statement for the purpose of obtaining a Lift Attendant's authorization will render him liable for prosecution.
4. Incomplete applications are liable to be rejected.

FORM -XVIII

[See role74(2)(d)]

Certificate of Experience

(i). I / we certify that Shri/Smt.....whose particulars have been given above, has been performing /has performed duties of a Lift Attendant under me / us for..... years.....month and during this period he/she has operated the Lift satisfactorily. He/She is a suitable person to whom Lift Attendant's authorization may be granted.

(ii). I / we certify that Shri/Smt whose particulars have been given above, has acquainted himself/herself with the work of the Lift Attendant and can operate a Lift satisfactorily and he/she is a suitable person to whom Lift Attendant's authorization may be granted.

(iii). I/We also declare that I/We am/are agreeable to provide facilities for tests of this applicant's practical experience in the operation of a Lift if so require by the Lift Committee.

.....

Signature of the owner of Lift installation:

.....

Name and Address of the owner of Lift installation:

Lift Licence No.: .....

Date: .....

FORM XIX

[*See* Rule 74(5)]

GOVERNMENT OF WEST BENGAL

Lift Attendant's authorization

Registered No.; .....

Shri/Smt .....of..... having satisfied the Lift Committee his/her competency to fulfill the duties of a Lift Attendant in accordance with the Rules now in force, this authorization is granted to him/her in pursuance of the West Bengal Lift, Escalator and Travelator Rules, 2022.

This authorization is to be carried on the holder's person when acting as Lift Attendant shall be produced on demand by an Inspector of Lifts. Failure to comply with above will render the authorization liable to cancellation.

Member-Secretary. Lift Committee, W.B.

Chairman, Lift Committee, W.B.

Date of issue:.....20.....

Personal description –

1. Age :
2. Nationality :
3. Height :
4. Marks of identification :

PHOTO

.....

Signature or thumb impression

Date of Renewal	Date of Expiry	Initial of Member-Secretary

By order of the Governor,

S. SURESH KUMAR

Additional Chief Secretary to the Government of West Bengal,
Department of Power.

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