MANDATORY REQUIREMENTS FOR REMOVING ELEVATING DEVICES FROM SERVICE

Date of Issue: February 17, 2014

This safety order is issued pursuant to section 31 of the Safety Standards Act. A person affected by this safety order may appeal this order in writing to the Safety Standards Appeal Board within 30 days. The appeal process is set out on the Safety Standards Appeal Board’s website at http://www.housing.gov.bc.ca/ssab/.

Failure to comply with a safety order is an offence under section 72 of the Safety Standards Act.

Part 1: Details of Regulated Work or Regulated Product

This safety order is issued to all Building Owners, Property Managers which utilize elevating devices Elevator Consultants, Licensed Elevator Contractors and any person responsible for an elevating device in BC. This safety order describes requirements and procedures that shall be used to temporarily and/or permanently remove elevating devices from service.

Part 2: Requirement(s) of this Safety Order

Please note that the following requirements are in addition to all other regulation or code requirements for elevating devices subject to CAN/CSA B44 Safety Code for Elevators and Escalators.

All owners of elevating devices must follow these requirements when removing elevating devices from service for any reason.

There are two levels of removal from service;

A: Temporarily Removed from Service level:

- Reduced maintenance contract with a licenced contract shall be permitted with a minimum frequency of visits being annual. The owner and the maintenance contractor will be responsible to have an annual affidavit sent to the BCSA certifying that the unit is still removed from service and remains in a safe condition.
- Removal from Service inspection must be performed by a BCSA Elevating Devices Safety Officer and accompanied by the Maintenance Provider.
- Traction units will have their counterweights lowered on to the buffers and the mainline disconnect shall be sealed by a Safety Officer.
- Hydraulic elevators shall have the cars lowered on to the buffers. Main line disconnect and the machine room hydraulic shut off valve if available shall be sealed in the open position by a Safety Officer.
- Escalators shall have the main line disconnect sealed by a Safety Officer.
- Dumbwaiters shall be lowered onto the buffers and have the main line disconnect sealed by a Safety Officer.
- B355 Code Lifts for persons with physical disabilities shall have the main line disconnect switch sealed by a Safety Officer.
- Operating permit payments and the associated fees are still required and shall remain for all elevating device owners until their elevating device is considered at the dismantled level.
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- A full acceptance inspection by a BCSA Elevating Devices Safety Officer shall be required for any unit to be reinstated to service after a period of greater than 6 months at the Temporarily Removed from Service Level

**B: Permanent Removed from Service level:**

1. If the elevating device is in the state of Permanent Removed from Service the following minimum requirements shall be completed by a licensed elevator contractor.

   a) Traction type device,
   - The hoist ropes are to be removed.
   - The counterweight and the elevator cab shall be resting on their buffers.
   - All landing doors shall be permanently closed from the hoistway side except the bottom landing, or the hoistway shall be demolished.
   - BCSA or government identification number plate is returned to the BCSA.

   b) Hydraulic type device,
   - The drive unit and system piping shall be removed,
   - The elevator cab shall be resting on the buffers.
   - All landing doors shall be permanently closed from the hoistway side except the bottom landing, or the hoistway shall be demolished.
   - BCSA or government identification number plate is returned to the BCSA

   c) Escalators
   - The escalator shall have the main line power wiring removed from the disconnect switch.
   - The entrance to the escalators shall be barricaded.
   - BCSA or government identification number plate is returned to the BCSA

   d) Dumbwaiters
   - The hoist ropes shall be removed.
   - The car shall be resting on the buffers.
   - All landing doors shall be permanently closed from the hoistway side except the bottom landing, or the hoistway shall be demolished.
   - BCSA or government identification number plate is returned to the BCSA

   e) B355 Lifts for Persons with Physical Disabilities
   - The stair platform lifts shall be removed from the premises.
   - An enclosed lift shall have the main line power removed and the landing doors permanently closed from the hoistway side except the bottom landing, or the hoistway shall be demolished.
   - BCSA or government identification number plate is returned to the BCSA

2. At no time should the occupants of the building be exposed to an existing elevator or dumbwaiter hoistway with a fall hazard, including:

   - an open landing entrance, or
SAFETY ORDER

- access doors that are easily accessible or fail to meet the barrier and signage requirements of the Occupational Health and Safety Act, and applicable regulations.

C: Dismantling level:

The dismantling of the elevating device does not have to be completed by a registered elevator contractor, provided dismantling approval from the BCSA has been issued. It is the responsibility of the owner to ensure that the demolition company have experience with dismantling of an elevating device, and are aware of the associated hazards. All elevating devices installed in place of a dismantled elevating device shall be considered a new device and will need to be registered with the BCSA and undergo an acceptance inspection and comply with the current Safety Standards Act and applicable regulations.

D: Returning an Elevating Device to Service

If the elevating device has remained at the Temporarily Removed from Service status for six months or more, the owner is not required to upgrade the device to meet the requirements of the current codes and standards but the unit must have a full acceptance inspection with an Elevating Devices Safety Officer before the unit can be returned to service.

If the owner wishes to return their device to service, the following criteria must be followed:

- Establish a maintenance agreement with a licensed elevating device contractor, to establish regular maintenance frequency, make the necessary repairs, adjustments, tests, and if necessary alterations.
- Submit all alterations if applicable to the BCSA for approval.
- All applicable Safety Orders and/or Non-compliances must be completed prior to returning the elevating device to service.
- All applicable maintenance tasks and periodic tests must be completed, and a note made in the logbook documenting such tasks and tests.
- In the event that the previous logbook cannot be located it shall be assumed that all Section 12 and Appendix J/B44.2 tasks and tests are outstanding and shall be completed prior to calling for inspection.
- The owner and/or maintenance contractor shall contact the local ED Safety Officer to schedule an acceptance inspection of the device prior to returning the elevating device to service.

E: Compliance with this Safety Order

Building owner(s) and/or property manager(s) responsible for premises which contain temporarily and/or permanently removed elevating devices from service must comply with this Safety Order no later than December 31, 2015.

Part 3: Details of Issue (if applicable)

In the event no property manager confirms responsibility for compliance with this Safety Order, BCSA will enforce this Safety Order against the building’s owner as indicated on Land Title records or assessment rolls.
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Part 4: Details of Ordering Safety Manager or Safety Officer – Please read following page

I certify that I am authorized to issue this safety order in accordance with section 15 (d) of the Safety Standards Act or that I have been delegated this power under section 15 (g) of the Safety Standards Act.

Houssam Hamze
Provincial Safety Manager (Acting) – Elevating Devices

References:
Bill 19 – 2003 Safety Standards Act

Safety Standards Act:
Safety Orders
31 (1) To prevent, avoid or reduce risk of personal injury or damage to property, a provincial safety manager may, in writing, issue a safety order.
(2) A safety order may be issued to any person in relation to any of the following:
(a) regulated work or regulated products generally;
(b) a specific class of regulated product or regulated work;
(c) a specific regulated product or regulated work.
(3) For certainty, a safety order issued under this section may apply to
(a) regulated work that meets the requirements under this Act,
(b) regulated work that previously met the requirements under this Act or a former Act but does not meet the current requirements under this Act,
(c) regulated products that meet the requirements under this Act, or
(d) regulated products that previously met the requirements under this Act or a former Act but do not meet the current requirements under this Act, including a regulated product that bears a certification mark.
(4) A safety order may specify any requirement that is intended to prevent, avoid or reduce the risk of personal injury or damage to property and may include any of the following orders:
(a) that an existing regulated work or regulated product must be made safe in compliance with the safety order;
(b) that a regulated product must be
(i) disconnected from a power source,
(ii) uninstalled, or
(iii) modified before continued use;
(c) that a regulated product must be operated, installed, manufactured or disposed of only as specified or that a regulated product must not be moved;
(d) that current or future regulated work or a regulated product must conform to the terms or conditions of the order;
(e) that a person take or refrain from any action that a safety manager considers necessary to prevent, avoid or reduce a risk of personal injury to persons or damage to property;
(f) that the manufacturer make reasonable efforts to recall the regulated product.
(5) The provincial safety manager must give written notice of the safety order to the following persons:
(a) the manufacturer of the regulated product;
(b) an owner of the regulated product if the identity of the owner is known to the provincial safety manager;
(c) the person in charge of the regulated work.
(6) The notice must state the reasons for the decision and that the person has the right to appeal the decision to the appeal board.
(7) Despite section 54, a safety order may not be stayed during an appeal.

For more information on the British Columbia Safety Authority, please visit our web site at: www.safetyauthority.ca
Safety Standards Act:

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