

Details of additional lift(s)/escalator(s)/MCPS(s)* are attached in **Appendix A**.

Section C – Fixed Installation Service Contractor’s Application

I/We*, _____ (*name of lift/escalator/MCPS* service contractor*), on behalf of the owner of the fixed installation(s), hereby apply to the Commissioner of Building Control (“**Commissioner**”) for the Commissioner’s acceptance of the following alternative maintenance outcomes under the Building Control (Fixed Installations) Regulations 2025 (“**Regulations**”):

For Alternative Maintenance Requirement(s) for Fixed Installation (Escalators, Lifts and MCPS(s)) [pursuant to Regulation 39(3) and Regulation 45 of the Regulations] (see note 2 in Explanatory Notes)

the alternative maintenance requirement(s) in sub-section (b) below for the fixed installation(s) listed under sub-section (b), in respect of each maintenance requirement in Part [●] of the Fourth Schedule to the Regulations listed in sub-section (a) below. I/We* confirm that the specified maintenance requirement listed in sub-section (a) cannot be complied with, and that the alternative maintenance requirement in sub-section (b) will not affect the safe operation of the fixed installation(s).

| | |
|---|---|
| Name and NRIC/FIN of authorised representative of fixed installation service contractor | Signature of authorised representative of fixed installation service contractor |
| Address of fixed installation service contractor | Email address of fixed installation service contractor |
| Tel No. of fixed installation service contractor | Date: |

| | |
|---|--|
| Acknowledged by fixed installation owner: | |
| <p>I/We submit all information and data in the Application, and all information and data in respect of and in connection with the lift(s)/escalator(s)/MCPS(s) whether submitted now or in the future, to the Commissioner of Building Control, and I/we consent for the Commissioner of Building Control to disclose any or all such information and data to the Building and Construction Authority, and all other public sector agencies and authorities in Singapore, who may use such information and data for: (a) exercising their powers; (b) discharging their functions; and/or (c) developing and/or promoting the built environment in Singapore and persons in the built environment sector.</p> | |
| Name and UEN of fixed installation owner (company/organization/individual's name) | Company/organization stamp |
| Name and NRIC/FIN of authorised representative of fixed installation owner | Signature of authorised representative of fixed installation owner |
| Address of fixed installation owner | Email address of fixed installation owner |
| Tel No. of fixed installation owner | Date: |

Explanatory Notes

(1) Below are the descriptions of each lift/escalator type:

| Equipment type | Description |
|------------------------|--|
| Passenger lift | A lift primarily used to carry persons. This includes a hospital bed lift. |
| Home lift | A lift, not being common property, installed in a private home solely for the use of its occupants. A home lift does not include a stairlift or a vertical platform lift installed in a private home solely for the use of its occupants. |
| Stairlift | A motorised platform or seat installed in a stairway, which transverses the stairs when activated. |
| Vertical platform lift | A vertical lifting platform intended for use by people with impaired mobility, with or without wheelchair, travelling vertically between predefined levels along a guided path. |
| Goods lift | A lift, primarily used to carry goods, but in which only the persons required to load and unload the goods are permitted to ride. |
| Service lift | A passenger lift so designed, to be able to also carry goods. |
| Car lift | A lift, primarily used to carry vehicles, but in which only the driver and the passengers of the vehicle are permitted to ride. |
| Escalator | A power-driven stairway with continuously moving steps and handrails, which is for carrying people between different floors of a building. |
| Passenger conveyor | A power-driven installation comprising a continuously moving walkway for conveying people between different parts of a building or between two buildings. |
| MCPS | Safety of machinery - Equipment for power driven parking of motor vehicles - Safety and EMC requirements for design, manufacturing, erection and commissioning stages or BCA's Code of practice for design, construction, installation, testing and inspection of the man-machine interface of Mechanised Car Parking Systems (MCPS) |

(2) Pursuant to Regulations 39(3) and 45 of Building Control (Fixed Installations) Regulations 2025

39(3) To avoid doubt, if the fixed installation cannot be maintained according to the maintenance outcomes in the Fourth Schedule, an application for a modification or waiver of the maintenance outcomes may be made under regulation 45(1).

45 (1) *The Commissioner of Building Control may, on receipt of an application in relation to any particular fixed installation or fixed installation works, modify or waive, subject to any terms and conditions that he or she may impose, any of the requirements of any regulations (other than a regulation specified in the second column of Part 1 of the Fifth Schedule).*

(2) *Every application under paragraph (1) must —*

(a) *be made to the Commissioner of Building Control by or on behalf of —*

(i) *in the case of a fixed installation — the owner of the fixed installation; or*

(ii) *in the case of fixed installation works — the developer of the fixed installation works;*

(b) *be in such form as the Commissioner of Building Control may require;*

(c) *state the nature and extent of, and the reasons for, the proposed modification or waiver of those requirements;*

(d) *be accompanied by a declaration signed by the plan submission QP, supervisor QP or specialist professional engineer (as applicable) specifying every particular of how the fixed installation or fixed installation works (as the case may be) does not comply with the requirements of these Regulations; and*

(e) *be accompanied by an application fee of \$100 for each item of modification or waiver.*

(3) According to Part 1 of Fourth Schedule of the Regulations, below are the maintenance requirements for escalators:

| Areas of maintenance | Requirements |
|--|--|
| 1. Signage and indicator | (a) Safety signages and direction indicators are clearly displayed. (b) An escalator step edge is clearly demarcated with yellow lines. (c) There is sufficient lighting near an escalator comb. |
| 2. Anti-climbing, anti-sliding, access restriction and deflecting device | Any anti-climbing, anti-sliding, access restriction or deflecting device for the escalator is in place and is functioning properly |
| 3. Emergency stop switch | Activating an emergency stop switch stops the escalator. |
| 4. Handrail system | (a) The handrail moves in the same direction and at the same speed (or within 2% faster) as the escalator step (b) When a foreign object enters a handrail inlet, a handrail inlet safety switch activates and stops the escalator. |
| 5. Housekeeping of escalator | Any machinery and machinery space in the escalator's driving station, return station and truss area — (a) is only used for a purpose that is connected with the operation or maintenance of the escalator; (b) is kept clean and free from any discarded item or leaked oil; and (c) is not used to store any item. |
| 6. Driving machine | (a) The driving machine does not leak oil. |

| Areas of maintenance | Requirements |
|--|---|
| | (b) All moveable parts, joints and gear boxes of the driving machine and sprockets are sufficiently cleaned, lubricated, free to move or rotate and free from rust. |
| | (c) The driving machine is securely mounted. |
| | (d) All coupling (direct, gear or chain) are secured, properly aligned and tensioned for effective transmission |
| 7. Brakes and auxiliary brakes | (a) All moveable parts and joints of the brake or auxiliary brake are sufficiently lubricated and be free to move or rotate. |
| | (b) The brake and auxiliary brake (if any) is not contaminated with any oil or grease. |
| | (c) The brake and auxiliary brake (if any), when activated, stops the escalator within the distance specified in the applicable standard. |
| | (d) The brake or auxiliary brake, when not activated, does not act against the escalator motion. |
| | (e) The mechanical connections between the brake and auxiliary brake (if any) and the step band are secure. |
| 8. Safety switch | Activating a safety switch must stop the escalator. |
| 9. Excessive speed and unintentional reversal protection | The escalator stops if the escalator exceeds the escalator's rated speed by 20%. |
| 10. Operational clearance | The clearance between an escalator step and an escalator skirt panel, between an escalator step and an escalator comb, and between any other 2 areas where a clearance is required complies with the applicable standard. |
| 11. Any escalator parts | No part of the escalator is so corroded, worn, damaged or dysfunctional so as to affect the escalator's safe operation. |
| 12. Controller and electrical system | (a) There is a grounding and earthing connection for each controller and electrical system and the connection is firmly secured. |
| | (b) If the escalator is unsafe for any passenger or worker maintaining the escalator, the controller stops the escalator and prevents the escalator from moving further. |
| | (c) The controller, the electronic and electrical systems, all wiring and the circuit board (including the printed circuit board containing a contact or electronic component) is not overheated, delaminated, burned, warped, corroded or otherwise defective. |
| | (d) All wiring in the controller or electronic and electrical system is properly connected and insulated and does not have any wire conducting element exposed or other defects. |
| | (e) Upon the failure of any component in a controller or electrical system, the controllers and electrical systems bring the escalator to a safe state. |

(4) According to Part 2 of the Fourth Schedule of the Regulations, below are the maintenance requirements for lifts:

| Areas of maintenance | Requirements |
|---|---|
| <i>Division 1 — Lifts (excluding vertical platform lifts)</i> | |
| 1. Door open control | (a) When a lift's car doors and lift landing doors are opened and a button to control the opening of those doors is pressed, those doors stay open. |
| | (b) When a lift's car doors and lift landing doors are partly closed and a button to control the opening of those doors is pressed, those doors open. |

| Areas of maintenance | Requirements |
|---|--|
| 2. Door protective device | Upon activation of a door protective device, the lift car door and the lift landing door at that level stops closing and re-opens. |
| 3. Lift car door and lift landing door | <p>(a) The lift car only moves when each lift car door and landing door is closed and locked, and —</p> <p>(i) subject to sub-paragraph (ii), the gap at the lift car doorway is not more than 12 millimetres;</p> <p>(ii) where a lift car door sill is obstructed, the upthrust rollers of the lift car door are set so that —</p> <p>(A) if the lift's entrance height is not more than 2.1 metres, the gap at the lift car doorway is not more than 25 millimetres;</p> <p>(B) if the lift's entrance height is more than 2.1 metres, the gap at the lift car doorway is not more than 25 millimetres plus 3 millimetres for every 0.5 metres that the lift's entrance height exceeds 2.1 metres; or</p> <p>(C) the gap at the lift car doorway is not more than a distance that the Commissioner of Building Control considers to be safe for that type of lift;</p> <p>(iii) the gap at lift landing doorway is not more than 10 millimetres;</p> <p>(iv) the clearance between the lift's car door panels is not more than 10 millimetres; and</p> <p>(v) the clearance between the lift's car door panels and uprights, lintels or sills is not more than 10 millimetres.</p> <p>(b) When a lift landing door is opened or unlocked while the lift car is moving, the lift stops immediately.</p> <p>(c) When a lift car door is opened when the lift car is moving, the lift stops immediately.</p> <p>(d) A stationary lift does not move when its lift car door is opened.</p> <p>(e) A lift car door or lift landing door (including any component of the lift car door or lift landing door like a door shoe, roller, hanger or linkage) is not excessively worn.</p> |
| 4. Lift car emergency alarm | <p>When a lift car emergency alarm button is pressed, an alarm is heard from —</p> <p>(a) outside the lift well; and</p> <p>(b) the floor designated in the lift's standard.</p> |
| 5. Lift car intercom | The lift car intercom system is functioning properly when a lift car intercom button is pressed. |
| 6. Lighting and ventilation fan | The lighting and ventilation fan for the lift car are functioning properly. |
| 7. Emergency power supply for emergency alarm, intercom, emergency lights and ventilation fan of the lift car | The emergency power supply for the emergency alarm, intercom, emergency lights and ventilation fan of the lift car is functioning properly even when the normal power supply to the lift is disrupted. |
| 8. Lift car's emergency lights and ventilation fan | The lift car's emergency lights and the ventilation fan are functioning properly under emergency power supply |
| 9. Movement of lift car | The lift car's movement does not cause any abnormal sound or vibration. |
| 10. Housekeeping of lift | <p>Any machinery, machinery space, lift pit, hoistway or lift car top —</p> <p>(a) is only used for a purpose that is connected with the operation or maintenance of the lift;</p> <p>(b) is kept clean and free from any discarded item or leaked oil; and</p> <p>(c) is not used to store any item.</p> |
| 11. Lift machine and drive (including motor, gear box, drive sheave and motor generator set) | <p>(a) The lift machine and drive does not leak oil.</p> <p>(b) All moveable parts, joints and the gear box of the lift machine and drive are sufficiently lubricated</p> <p>(d) The lift machine and drive is securely mounted.</p> |
| 12. Brakes of lift machine and drive | (a) The lift machine brake is not contaminated with, or be at risk of being contaminated with, any oil or grease. |

| Areas of maintenance | Requirements |
|--|--|
| | <p>(b) The lift machine brake, when activated, causes the lift car to —</p> <p>(i) slow down;</p> <p>(ii) stop; and</p> <p>(iii) not move from where the lift car stopped.</p> <p>(c) If the lift is fitted with an additional brake system to prevent uncontrolled lift car motion, the additional brake, when activated, causes the lift car to —</p> <p>(i) stop; and</p> <p>(ii) not move from where the lift car stopped.</p> |
| 13. Direct current machine | <p>(a) The carbon brush length is within the tolerance the manufacturer recommends</p> <p>(b) The insulation at a carbon brush holder does not have any carbon particle build-up that may cause flash-over and burning.</p> <p>(c) The commutator is free from any foreign deposit and does not cause any sparking when in use.</p> |
| 14. Overspeed governor | <p>(a) The overspeed governor is functioning properly and is able to activate the lift's safety gear.</p> <p>(b) The ropes of the overspeed governor are not worn beyond the manufacturer's recommendation or, where the manufacturer's recommendation is not available, the applicable standard.</p> <p>(c) The tensioning device of the overspeed governor is functioning properly and stops the lift in the case of excessive elongation of the governor rope.</p> |
| 15. Main ropes and compensation rope | <p>(a) The main ropes are properly and evenly tensioned.</p> <p>(b) No main rope or compensation rope is worn beyond the manufacturer's recommendation or, where manufacturer's recommendation is not available, the applicable standard.</p> |
| 16. Compensation rope and compensation rope sheave tie-down and tensioning | <p>(a) If the lift has a compensation rope sheave tie-down, the compensation rope must be guided through the compensation rope sheave tie-down and properly tensioned, in accordance with the manufacturer's recommendation.</p> <p>(b) If the lift does not have a compensation rope sheave tie-down, the compensation rope does not run against the walls and pit of the lift shaft, the guiderails and the buffer.</p> |
| 17. Buffer | <p>(a) There is sufficient oil in the buffer (as indicated by the oil level gauge) in accordance with the manufacturer's recommendation.</p> <p>(b) The buffer provides enough cushioning upon impact to protect any passenger in the lift car.</p> <p>(c) The buffer is firmly secured to the pit floor of the lift shaft and plumbed.</p> |
| 18. Controller and electrical system | <p>(a) There is a grounding and earthing connection for each controller and electrical system and the connection is firmly secured.</p> <p>(b) If the lift is unsafe for any passenger or worker maintaining the lift, the controller stops the lift and prevents the lift from moving further.</p> <p>(c) The safety switch for the lift is functioning properly.</p> <p>(d) The controller, the electronic and electrical systems, all wiring and the circuit board (including the printed circuit board containing any contact or electronic component) is not overheated, delaminated, burned, warped, corroded or otherwise defective</p> <p>(e) All wiring in the controller or electronic and electrical system is properly connected and insulated and does not have any wire conducting element exposed or other defects.</p> <p>(f) Upon the failure of any component in a controller or electrical system, the controllers and electrical systems bring the lift to a safe state.</p> |
| 19. Guide shoe or roller of lift car and counterweight | <p>(a) The lift car and counterweight are guided by one or more guide shoes or rollers.</p> |

| Areas of maintenance | Requirements |
|--|---|
| | (b) The guide shoe liner or roller is not worn out. |
| 20. Guide rail for lift car and counterweight | The guide rail is not worn out or out of alignment so as to affect the operation of the lift. |
| 21. Safety gear | (a) All safety gears and their linkages are capable of being activated by the overspeed governor. |
| | (b) All safety gears, when activated, stop and hold the lift car and counterweight within the allowable distance in accordance with the applicable standard. |
| 22. Any lift parts | No part of the lift is so corroded, worn, damaged or dysfunctional so as to affect the lift's safe operation. |
| 23. Stopping or level accuracy | If the lift car stops at a landing floor level, it stops within 10 millimetres of that landing floor level. |
| <i>Division 2 — Vertical platform lifts</i> | |
| 1. User control device | (a) The lift platform moves only when a user control device (which controls platform movement) is continuously pressed and held to the "run" setting. |
| | (b) The emergency stop fitted on the platform, when activated, stops the lift platform. |
| 2. Edge protective device | The edge protective device, when activated, stops the lift platform. |
| 3. Landing and landing door | (a) The lift platform only moves — |
| | (i) when each landing door for the lift platform is closed and locked; or |
| | (ii) when levelling, re-levelling or anti-creeping in an unlocking zone. |
| | (b) The lift platform only moves when each locking element is engaged to at least 7 millimetres. |
| | (c) The locked landing door does not open upon an average person's pulling or pushing the landing door. |
| | During levelling, re-levelling or anti-creeping within an unlocking zone of a floor, the lift platform stops if |
| | (i) one landing door is unlocked; and (ii) the lift platform is more than 50 millimetres away from the unlocked landing door's sill level. |
| 4. Emergency alarm device | (a) When a lift platform emergency alarm button is pressed, the emergency alarm device is functioning properly and is heard from outside the lift well. |
| | (b) When a lift platform intercom button is pressed, an intercom system allows a person on the platform and a person at a readily accessible point outside the lift well to speak with each other. |
| 5. Emergency operation of hydraulic drive system | (a) The manually operated emergency lowering valve is functioning properly even if there is a power failure. |
| | (b) For a lift platform fitted with a safety gear or a clamping device, there is a hand-pump available for use. |
| 6. Emergency power supply | The emergency power supply for the lift platform lights, an emergency alarm device, the intercom and the lift platform's emergency manual operation, are functioning properly even if the lift platform's normal power supply is disrupted. |
| 7. Movement of vertical platform | The lift platform's movement does not cause any abnormal sound or vibration. |
| 8. Stopping, levelling, re-levelling, accuracy and inclination | (a) The lift platform stops at a floor within 10 millimetres of the floor. |
| | (b) The lift platform, re-levels at a floor within 20 millimetres of the floor. |

| Areas of maintenance | Requirements |
|-------------------------|---|
| | <p>(b) The horizontal distance between the lift platform and inner surface of enclosed lift way is not more than 20 millimetres.</p> <p>(c) For a hydraulic drive system —</p> <p>(i) The lifting platform's creeping distance is not more than 20 millimetres from the corresponding landing;</p> <p>(ii) the anti-creeping device is functioning properly even if there is a power failure; and</p> <p>(iii) any pawl device that is provided maintains the platform at the landing level.</p> <p>(d) For a hydraulic drive system of direct acting where more than one jack is used to raise the platform, the lift platform is not inclined more than 10 millimetres from the horizontal.</p> |
| 9. Driving unit | <p>(a) The driving unit's machine and drive is not stained with oil or leak oil or any other lubricant.</p> <p>(b) All moveable parts, joints or gear box of the driving unit are sufficiently lubricated.</p> <p>(c) The driving unit's lift machine and driving system are securely mounted.</p> <p>(d) All moving pinions on the rack (including any connected component) or moving chain (including any connected component) are not obstructed.</p> |
| 10. Driving unit brakes | <p>(a) The lift platform brake, when activated, causes the lift platform to stop and not move from where the lift platform stopped.</p> <p>(b) The lift platform brake is not contaminated with, or at risk of being contaminated with, any oil or grease.</p> <p>(c) If the lift platform is fitted with an additional brake system to prevent uncontrolled lift platform motion, the additional brake, when activated, causes the lift platform to —</p> <p>(i) stop; and</p> <p>(ii) not move from where the lift car stopped.</p> |
| 11. Overspeed governor | <p>(a) The overspeed governor is functioning properly and is able to activate the lift safety gear.</p> <p>(b) The overspeed governor's ropes are not worn beyond the manufacturer's recommendation or, where the manufacturer's recommendation is not available, the applicable standard.</p> |
| 12. Safety gear | <p>(a) All safety gears and their linkages are capable of being activated by the overspeed governor.</p> <p>(b) All safety gears for the lift, when activated, stop and hold the lift platform within the allowable distance in accordance with the applicable standard.</p> |
| 13. Safety device | <p>(a) The safety device is functioning properly when the lift is in operation</p> <p>(b) The safety device, when activated, is able to stop the lift platform and hold the lift platform where the lift platform has stopped.</p> <p>(c) The safety device is not excessively worn, corroded or damaged.</p> <p>(d) The safety device is not misaligned, bypassed or tampered with.</p> |
| 14. Rack and pinion | The rack and pinion gear tooth is not excessively worn, corroded or damaged. |
| 15. Ropes and chains | <p>(a) The main ropes are properly and evenly tensioned.</p> <p>(b) The main rope and compensation rope are not excessively worn beyond the manufacturer's recommendation or, where the manufacturer's recommendation is not available, the applicable standard.</p> <p>(c) For a rope or chain drive system, the electric safety device —</p> <p>(i) monitors the status of the rope or chain (as the case may be) when the lift is in operation; and</p> <p>(ii) when activated, stops the lift platform.</p> |

| Areas of maintenance | Requirements |
|--------------------------------------|---|
| | (d) The pulley, sprocket or guide element is not excessively worn, corroded or damaged. |
| 16. Friction traction | The rail of the traction wheel drive is not contaminated with any grease or oil. |
| 17. Hydraulic system | (a) The hydraulic valves, rupture valves and restrictor of the hydraulic system are functioning properly. |
| | (b) The hydraulic system's jacks, pipes, flexible hoses, valves, restrictors and filters are not corroded or deformed and do not leak oil or any other lubricant. |
| | (c) There is sufficient oil in a hydraulic system tank (as indicated by the oil level gauge) in accordance with the manufacturer's recommendation. |
| | (d) The hydraulic system tank is not corroded and does not leak oil or any other lubricant. |
| 18. Controller and electrical system | (a) There is a grounding and earthing connection for each controller and electrical system, and the connection is firmly secured. |
| | (b) If the lift is unsafe for any passenger or worker maintaining the lift, the controller stops the lift and prevents the lift from moving further. |
| | (c) The safety switch for the lift is functioning properly. |
| | (d) All wiring in a controller or an electronic and electrical system is properly connected and insulated and does not have any wire conducting element exposed or other defects. |
| | (e) Upon the failure of any component in a controller or electrical system, the controllers and electrical systems bring the lift to a safe state. |
| 19. Any lift parts | No part of the lift is so corroded, worn, damaged or dysfunctional so as to affect the safe operation of the lift. |
| 20. Housekeeping of lift | Any machinery, machinery space, lift pit, hoistway or platform ceiling — |
| | (a) is only used for a purpose that is connected with the operation or maintenance of the lift; |
| | (b) is kept clean and free from any discarded item or leaked oil; and |
| | (c) is not used to store any item. |

(5) According to Part 3 of the Fourth Schedule of the Regulations, below are the maintenance requirements for Mechanised Car Parking Systems:

| Areas of maintenance | Requirements |
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| 1. Door locking mechanism and door monitoring sensor | The locking mechanism and monitoring sensor for any door that is part of the man machine interface of the mechanised car parking system, are functioning properly. |
| 2. Door protective device | A door protective device, when activated, stops the main entrance of the man machine interface of the mechanised car parking system from closing and opens that main entrance. |
| 3. Main entrance and emergency door | All moveable parts of the transfer area do not move unless the main entrance and each emergency door is closed and locked. |
| 4. Emergency stop button | When an emergency stop button is pressed, all moveable parts of the man machine interface of the mechanised car parking system stop moving. |
| 5. Transfer area | The transfer area — |
| | (a) is not used for purposes other than those connected with the operation or maintenance of the man machine interface of the mechanised car parking system; |

| Areas of maintenance | Requirements |
|--|---|
| | <p>(b) is kept clean and free from any item that is not required for the man machine interface of the mechanised car parking system to operate; and</p> <p>(c) is not used to store any other item.</p> |
| 6. Brakes | <p>(a) No brake for any moveable part of the man machine interface of the mechanised car parking system is contaminated with, or is at risk of being contaminated with, any oil or grease.</p> <p>(b) The brakes for the moveable parts of the man machine interface of the mechanised car parking system, when activated, cause the man machine interface to stop and not move from where the man machine interface has stopped.</p> |
| 7. Switches and sensors | The safety switch or sensor of the man machine interface of the mechanised car parking system, when activated, causes the moveable parts of the man machine interface of the mechanised car parking system to stop. |
| 8. Any mechanised car parking system parts | No part of the man machine interface of the mechanised car parking system is so corroded, worn, damaged or dysfunctional so as to affect the safe operation of the man machine interface of the mechanised car parking system. |
| 9. Operational gap | The gap between the platform of a transfer area and the landing is not wider than specified by the manufacturer or, in the absence of such specification, the applicable standard. |
| 10. Anti-fall device | Any means or structure to prevent the lowering of a load carrier is functioning properly. |