

**BUILDING CONTROL (FIXED INSTALLATIONS) REGULATIONS 2025
REGULATION 21(4)(b)**

INSPECTION REPORT ON THE EXAMINING, INSPECTING, TESTING AND COMMISSIONING OF LIFT(ASME)

Commissioner of Building Control
Building and Construction
Authority
52 Jurong Gateway Road
Website: <http://www.bca.gov.sg/>

INSTRUCTIONS:

- (1) *Delete Accordingly.
- (2) If "NA" is selected for any item, to indicate in the remarks for the particular section the reason(s) for selecting "NA".
- (3) For all non-satisfactory ("NS") items, supervisor Qualified Persons ("QPs") to ensure rectification and verify that the rectification is satisfactory before indicating the status as satisfactory ("S").
- (4) This checklist is not exhaustive. QP must ensure full compliance with the relevant and standard applicable to the Lift (as defined below).
- (5) This checklist is for the Lift only. Use another checklist for another lift.

COVER PAGE

Test Date: _____

Building Details

Address: Blk/Hse No. _____ Street Name _____

Development Type: Residential (HDB) / Residential (Non-landed) / Residential (Landed)
Industrial / Commercial / Institutional (e.g. schools, hospitals) / Mixed: _____

Lift Details

- 1 Lift Number ("**Lift**"): _____
- 2 Home Lift: Yes/No*
- 3 Applicable Code/Year: _____
- 4 Lift Manufacturer: _____
- 5 Lift Model: _____
- 6 Lift Brand: _____
- 7 Number of Door Opening(s): _____
- 8 Number of floors served: _____
- 9 Travel Height: _____ m
- 10 Rated Speed: _____ m/s
- 11 Rated Load: _____ kg
- 12 Maximum No. of Passengers: _____
- 13 Platform Size: Width: _____ mm Depth: _____ mm Height: _____ mm
- 14 Type of drive - (a) winding drum, (b) traction, (c) roped sprocket, (d) chain sprocket, (e) screw, (f) rack and pinion, (g) direct-plunger hydraulic, (h) roped-hydraulic, (i) lever hydraulic, (j) lever screw and (k) friction
- 15 Type of enclosure: Full/Partial/None

S/N	Clause	Description	Status	Remarks/ Follow-Ups
Specifications/Visual Checks				
C.1	1.3	Lift can only operate in "hold to run" mode	S / NS / NA	
C.2	2.7	Rated speed $\leq 0.15\text{m/s}$?	S / NS / NA	
C.3	2.7	Rated load 250kg to 475kg?	S / NS / NA	
C.4	2.7	Platform area $>1.4\text{m}^2$ shall have rated load $>340\text{kg}$, area $>1.7\text{m}^2$ shall have rated load $>475\text{kg}$?	S / NS / NA	
C.5	2.7	inside net floor area $<1.7\text{m}^2$ for lifts confirming 2.1.1 thru 2.1.3 and 2.1.6, and $<2.3\text{m}^2$ for lift 2.1.4(courtroom lifts)	S / NS / NA	
C.6	2.1.2	For partial runway enclosure, is are under platform fully enclosed on all accessible platform sides?	S / NS / NA	
C.7	2.1.2	Underside of the platform shall be guarded	S / NS / NA	
C.8	2.1.1.6	Running clearance between entrance/exit side of platform and interior of runway (10 to 20mm)	S / NS / NA	
C.9	2.1.1.7	Running clearance between platform enclosure wall and runway enclosure wall ($>50\text{mm}$ for wall less than 2m or $>20\text{mm}$ for wall more than 2m)	S / NS / NA	
C.10	2.1.2.7	Strength and deflection of enclosure walls: 330N applied horizontally deflection $>25\text{mm}$	S / NS / NA	
C.11	2.7.2	Capacity plates, data plates and restriction sign shall be securely fastened in a conspicuous place	S / NS / NA	
C.12	2.5.1.3, 5.5.1.3 & 8.1.2.1	Suspension and support means: (a) steel or iron wire rope, (b) steel aircraft cable, (c) chain, (d) hydraulic, (e) rack and pinion, (f) screw, (g) friction machine guide or rollers, (g) lever. No fewer than 2 where ropes/chains are used. $<230\text{kg}$ load, rope $>6\text{mm}$ and chain pitch 12mm. $>230\text{ kg}$ load, rope $>10\text{mm}$ and chain pitch $>15\text{mm}$. FOS >7	S / NS / NA	
C.13	2.7.1	Travel of lifts $<4250\text{mm}$ (enclosed), $<1500\text{mm}$ (no enclosure), $<600\text{mm}$ (courtroom lift), $<375\text{mm}$ (performance area lift)	S / NS / NA	
C.14	2.1.1.8	Headroom clearance at least 2000mm (measured from platform floor) through travel	S / NS / NA	

Functional Tests

T.1	1.3	Combination of mechanical lock and electric contact. Door can be opened only if platform within 50mm of landing	S / NS / NA	
T.2	2.3.1.6, 3.3.1.6, 4.3.1.3, 5.3.1.6 & 7.3.1.3	Winding drums, traction sheaves, overhead sheaves, and deflecting sheaves, to safely stop and hold the platform with 125% of rated load Each belt or chain in a set shall be continuously monitored by a broken belt or chain device to interrupt power and apply brake	S / NS / NA	
T.3	2.10.3	Control and operating circuit requirements	S / NS / NA	
T.4	2.10.2.3 & 2.10.6	Emergency stop switch provided on the platform and operating panel	S / NS / NA	
T.5	2.1.1.7.1	Mechanically operated, magnetically operated, optical or static-type switches. When activated, electric power removed from motor and brake. Shall stop within 12mm in up direction	S / NS / NA	
T.6	2.8.4	Type A safeties, shall apply without appreciable delay	S / NS / NA	
T.7	2.8	Where actuation is by a governor, the safety shall be set at a maximum speed of 0.4m/s	S / NS / NA	
T.8	2.8	Where actuation is by breakage or slackening of suspension or support means, safety shall be set without delay and independent of the speed governor	S / NS / NA	
T.9	2.8.1.1	Screw Drive machines-down speed of platform with rated load during failure of driving means shall not exceed 0.9m/s	S / NS / NA	
T.10	2.8.1.2	Fall of platform in failure shall be limited to not exceed 12mm	S / NS / NA	
T.11	2.11	Emergency signals (audible signal, intercom, emergency power)		

Test Report Verifications				
R.1	10.3	Acceptance Tests in accordance with 10.3 of A18.1-2020	Yes / No	
R.2	10.3	Rated load/no load test	Yes / No	
R.3	10.3.1.2	Tripping speed of governor	Yes / No	
R.4	10.3.1.4	Operation of governor overspeed and platform safety-mechanism switch	Yes / No	
R.5	10.3.1.5	Leveling of platform floor after safety stopped the platform	Yes / No	
R.6	2.1.9	Installation of electrical equipment and wiring shall conform to NFPA 70. Electrical equipment shall be certified to requirements of CAN/CSA-B44.1/ASME A17.5	Yes / No	

Declarations and Certification:	
<p>I, as the supervisor QP declare that:</p> <p>(1) The measurements, observations and information as stated above are true and accurate as at the date of submission.</p> <p>(2) I was physically present when the fixed installation works contractor carried out the examination, inspection, testing and commissioning of the Lift</p> <p>(3) I confirm and certify that the Lift is in fit and safe for operation and use.</p> <p>(4) I am not a partner, associate, director, officer or employee of the owner of the Lift or the fixed installation works contractor carrying out the examination, inspection, testing and commissioning of the Lift.</p> <p>(5) I acknowledge and understand that this test report and my declarations and certification will be relied on by the Commissioner of Building Control to assess if a permit to operate will be granted in respect of the Lift.</p>	
<p>Name of fixed installation works contractor:</p> <p>Name(s) of the employees of the fixed installation works-contractor conducting the examining, inspecting, testing and commissioning of the Lift:</p>	<p>Name and Signature of Supervisor QP:</p>
<p>Date(s) and Time(s) of examining, inspecting, testing and commissioning of the Lift:</p>	