

BUILDING MAINTENANCE AND STRATA
MANAGEMENT ACT 2004

BUILDING MAINTENANCE AND STRATA MANAGEMENT
(LIFT, ESCALATOR AND BUILDING MAINTENANCE) REGULATIONS 2016

CERTIFICATE OF SUPERVISION OF MAJOR ALTERATION OR REPLACEMENT WORKS OF
ESCALATOR(S)

To: The Commissioner of Buildings
(Please quote file ref. where applicable²: _____)

Section A¹: Building/Structure Owner [under Regulation 29]

*I/We confirm that *I/We have engaged _____ (*name of escalator service contractor registered with BCA*) to carry out major alteration or replacement works for escalator(s) _____ (*escalator(s) ID⁵ (if available) or numbering⁶*) at _____ (*escalator(s) address or location*) as specified in **Section B** of this certificate under the supervision of a Specialist Professional Engineer, _____ (*name and PE Reg. No. of Specialist Professional Engineer*), in accordance with the requirements of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016.

I/We submit all information and data in the Certificate of Supervision of Major Alteration or Replacement Works of Escalator(s) (the “Certificate”), and all information and data in respect of and in connection with the escalator(s) whether submitted now or in the future, to the Commissioner of Buildings, and I/we consent for the Commissioner of Buildings 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.

* Delete whichever is inapplicable.

** Please use separate sheet if necessary

Name *NRIC/FIN/UEN of *Building/Structure
Owner (includes individual/company)

Name and NRIC/FIN of authorized representative
(if Building/Structure Owner is a company)

Signature of *Building/Structure Owner or
authorized representative (if Building/Structure
Owner is a company)

Company Stamp (if applicable)

Date

Contact No.

* Delete whichever is inapplicable.

** Please use separate sheet if necessary

EMEG_C4_ver3 [Nov 2024]

Section B¹: Escalator Service Contractor [under the Regulation 29]

We confirm that:

- (1) we are a registered escalator service contractor with the Building and Construction Authority; and
- (2) the major alteration or replacement works in respect of the following escalator(s) *has/have been carried out under the supervision of the independent Specialist Professional Engineer,

_____ (*name and PE Reg. No. of Specialist Professional Engineer*), in **Section C** of this certificate, and in accordance with requirements under the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016:

*Building/Structure Address or location:		
**Escalator ID ⁵ or Numbering ⁶	List of major alteration or replacement works	Commencement date of major alteration or replacement works

We submit all information and data in the Certificate of Supervision of Major Alteration or Replacement Works of Escalator(s) (the “Certificate”), and all information and data in respect of and in connection with the escalator(s) whether submitted now or in the future, to the Commissioner of Buildings, and we consent for the Commissioner of Buildings 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.

* Delete whichever is inapplicable.
 ** Please use separate sheet if necessary
 EMEG_C4_ver3 [Nov 2024]

Name and UEN of Escalator Service Contractor
(company name)

Registration Workhead and Financial Grade of
Escalator Service Contractor

Name and NRIC/FIN of Authorised
Representative

Company Stamp

Signature of Authorised Representative

24hrs Contact No.

Date

* Delete whichever is inapplicable.

** Please use separate sheet if necessary

EMEG_C4_ver3 [Nov 2024]

Section C¹: Specialist Professional Engineer [Under Regulation 29]

I certify that:

- (1) the escalator service contractor, _____ (*name of escalator service contractor registered with BCA*), in **Section B** of this certificate, has carried out the major alteration or replacement works of the escalator(s) _____ (*escalator(s) ID⁵ (if available) or numbering⁶*) at _____ (*escalator(s) address or location*) mentioned in **Section B** of this certificate under my supervision in accordance with the requirements of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016;
- (2) I have examined, inspected and tested the escalator(s) and confirm that the design and installation is in accordance with the requirements of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016; and
- (3) I am not a partner, associate, director, officer or employee of the owner of the escalator or the escalator service contractor carrying out the major alteration or replacement works.

I submit all information and data in the Certificate of Supervision of Major Alteration or Replacement Works of Escalator(s) (the “Certificate”), and all information and data in respect of and in connection with the escalator(s) whether submitted now or in the future, to the Commissioner of Buildings, and I consent for the Commissioner of Buildings 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.

Name and NRIC/FIN of Specialist Professional Engineer

Signature of Specialist Professional Engineer

Stamp of Specialist Professional Engineer

Contact No.

Date

* Delete whichever is inapplicable.

** Please use separate sheet if necessary

Explanatory Notes

(A) GENERAL

1. This certificate may take you 10 minutes to fill in. You will need the following information to fill in the certificate:

<ul style="list-style-type: none"> • Section A 1) Particulars of Escalator Service Contractor 2) Escalator(s) ID, numbering and location 3) Name, NRIC/FIN/UEN, Signature, Stamp and Contact No. of Building/Structure Owner 4) Name and PE Reg. No. of Specialist Professional Engineer 	<ul style="list-style-type: none"> • Section B 1) Building/Structure Address 2) Escalator(s) ID, numbering and location 3) Name, NRIC/FIN/UEN, Signature, Stamp, Registration Workhead and Financial Grade, and Contact No. of Escalator Service Contractor 4) Name and PE Reg. No. of Specialist Professional Engineer
<ul style="list-style-type: none"> • Section C 1) Name, NRIC/FIN, Signature, Stamp and Contact No. of Specialist Professional Engineer 2) Escalator(s) ID, numbering and location 3) Name of Escalator Service Contractor 	

2. Applicable file reference may include structural plan submission reference number, A&A project reference number, or any project reference number pertaining to the escalator(s) in relation to this certificate.
3. This certificate is to be used for application of Permit to Operate for escalator(s) following the completion of major alteration and replacement of escalator(s). This certification can also be made via the Lifts and Escalators Application (LEAP) Portal at <https://www2.bca.gov.sg/leap/LandingPage/Index>.
4. For application of a Permit to Operate for more than one escalator, only escalators in the same address will be considered in a single form.
5. If escalator ID(s) has/have been allocated, please fill in the escalator ID(s) in this certificate.
6. Where escalator ID(s) has/have not been allocated, please fill in the escalator numbering in this certificate. The escalator numbering of the escalator(s) should be numerical eg 1, 2, 3, etc or alphabetical eg A, B, C, etc or alpha-numerical eg E1, E2, E3, etc.

* Delete whichever is inapplicable.

** Please use separate sheet if necessary

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(B) REQUIREMENTS FOR MAJOR ALTERATION OR REPLACEMENT OF ESCALATORS(S)

7. Requirements for escalator part(s) which had undergone major alteration or replacement works:

Escalator	Requirements
All escalators	<p>The requirements specified in the latest version of the standard SS 626:2017</p> <p>Note: Despite anything in these Regulations, SS CP 15:2004 continues to apply to the design and installation of a part of an escalator in respect of which the owner of the escalator has in writing notified, before 15 April 2019, the Commissioner about the major alteration or replacement works on the escalator.</p>

8. Replacing a part of an escalator with a part of the same design and specifications does not constitute major alteration or replacement works on the escalator.

* Delete whichever is inapplicable.

** Please use separate sheet if necessary