

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

**INSPECTION REPORT ON THE EXAMINING, INSPECTING, TESTING AND COMMISSIONING
OF VERTICAL PLATFORM LIFT**

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(s): _____ Test Start Time(s): _____

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: *rack and pinion/ropes and suspension/screw and nut/friction or traction drive/guided chain/scissors mechanism/hydraulic (direct)/hydraulic (indirect)

S/N	Clause	Description	Status	Remarks/ Follow-Ups
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Specifications/Visual Checks

C.1		Lift can only operate in "hold to run" mode	S / NS / NA	
C.2		Rated speed $\leq 0.15\text{m/s}$?	S / NS / NA	
C.3		Rated load $\leq 500\text{kg}$?	S / NS / NA	
C.4		Car platform area $\leq 2\text{sqm}$?	S / NS / NA	
C.5		Rated load/Car platform area $\geq 250\text{kg/sqm}$?	S / NS / NA	
C.6		Car top and bottom clearances	S / NS / NA	
C.7		Car to lift way enclosure clearances	S / NS / NA	
C.8		Car ceiling strength (specifications only)	S / NS / NA	
C.9		All notices and warning signs properly affixed	S / NS / NA	
C.10		Suspension elements and their attachment in order	S / NS / NA	

Functional Tests

T.1		Functionalities of all door locking controls (e.g. Platform should not move when landing door is opened or unlocked)	S / NS / NA	
T.2		Engagement of door locking elements:	S / NS / NA	
T.3		Functionalities of E-stop button(s)	S / NS / NA	
T.4		Functionalities of edge protection for all open edges - *Pressure activated/Light	S / NS / NA	
T.5		speed governor, safety gear operation, rupture valve, restrictor:	S / NS / NA	
T.6		Activation of overspeed governor	S / NS / NA	
T.7		Safety gears tripped by overspeed governor operation	S / NS / NA	
T.8		Safety gears tripped by breakage of suspension means or by a safety rope	S / NS / NA	
T.9		Functionality of rupture valve	S / NS / NA	
T.10		Functionality of Restrictor	S / NS / NA	
T.11		<u>Safety nut:</u>		
T.12		Safety nut rotation	S / NS / NA	
T.13		Emergency/manual operation	S / NS / NA	
T.14		Emergency alarm device	S / NS / NA	
T.15		Stopping accuracy	S / NS / NA	

Test Report Verifications

R.1		Test for overspeed safety device shall be made according to EN 81-50:2014, 5.4.	Yes / No	
R.2		Test for ascending overspeed protection means according to EN 81-50:2014, 5.7	Yes / No	
R.3		Test for rupture valve/restrictor shall be made according to EN 81-50:2014, 5.9.	Yes / No	
R.4		Test for safety gear shall be made according to EN 81-50:2014, 5.3.	Yes / No	
R.5		Test for self-sustaining system shall be made according to E.4.	Yes / No	
R.6		Test for stopping safety device shall be made according to E.3.	Yes / No	
R.7		Tests for landing door locking devices shall be made according to EN 81-50:2014, 5.2.	Yes / No	
R.8		Tests for safety circuits containing electronic components shall be made according to EN 81-50:2014, 5.6	Yes / No	
R.9		Self monitoring for UCMP	Yes / No	

Declarations and Certification:

I, as the supervisor QP declare that:

- (1) The measurements, observations and information as stated above are true and accurate as at the date of submission.
- (2) I was physically present when the fixed installation works contractor carried out the examination, inspection, testing and commissioning of the Lift
- (3) I confirm and certify that the Lift is in fit and safe for operation and use.
- (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.
- (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.

Name of fixed installation works contractor:

Name and Signature of Supervisor QP:

Name(s) of the employees of the fixed installation works-contractor conducting the examining, inspecting, testing and commissioning of the Lift:

Date(s) and Time(s) of examining, inspecting, testing and commissioning of the Lift: