

7 September 2020

To : All Authorized Persons
Registered Structural Engineers
Registered Geotechnical Engineers
Registered Inspectors
Registered General Building Contractors
Registered Specialist Contractors
Registered Minor Works Contractors

Dear Sir/Madam,

**Code of Practice for Building Works
for Lifts and Escalators 2011 (2020 Edition)**

I would like to announce the promulgation of the Code of Practice for Building Works for Lifts and Escalators 2011 (2020 Edition) (the Code) incorporating the Amendments issued in August 2015 and September 2019. In addition, the sample general note for lift machine room clearances to be provided on general building plans in the Appendix of the Code has been updated as attached.

2. The Code is available for viewing in Buildings Department website (<https://www.bd.gov.hk>) under the “Codes and design manuals” page of the “Resources” section. It may be downloaded subject to the terms and conditions stipulated in the website.

Yours faithfully,



(CHEUNG Yuk-ching, Karen)
Assistant Director / New Buildings 1
for Building Authority

**Sample of general note for lift machine room clearances¹
to be provided on general building plans**

For the lifts (nos. xxxxxxxx) to be installed, the following machine room clearances will be provided in accordance with the Code of Practice for Building Works for Lifts and Escalators:

- (a) a working space in front of the control panels and cabinets of depth not less than 0.7 m, and width not less than 0.5 m or the full width of the panel/cabinet whichever is greater.
- (b) a working space of not less than 0.5 m by 0.6 m for maintenance and inspection of moving parts and where necessary, for manual emergency operation.
- (c) access ways to the working space of width not less than 0.5 m or, where there are no moving parts or hot surfaces, 0.4 m.

¹ Note 7 of Table 1