



**KERALA GAZETTE**

കേരള ഗസറ്റ്

**EXTRAORDINARY**

അസാധാരണം

**PUBLISHED BY AUTHORITY**

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GOVERNMENT OF KERALA

**Power (A) Department**

NOTIFICATION

G. O. (P) No. 3/2013/PD. Dated, Thiruvananthapuram, 25th January, 2013.

**S. R. O. No. 66/2013.**—In exercise of the powers conferred by subsection (1) of section 21 of the Kerala Lifts and Escalators Ordinance, 2012 (Ordinance No. 51 of 2012), the Government of Kerala hereby makes the following rules, namely:—

**RULES**

1. *Short title and commencement.*—(1) These rules may be called the Kerala Lifts and Escalators Rules, 2012.

(2) They shall come into force at once.

2. *Definitions.*—(1) In these rules, unless the context otherwise requires,—

- (a) “Authorised manufacturer” means the manufacturer of lift/escalator approved by the Department of Electrical Inspectorate;
- (b) “Form” means form appended to these rules;
- (c) “Inspector” means an Electrical Inspector appointed under Section 2 (d) of the Ordinance;
- (d) “Licensee” means the owner of the lift/escalator to whom the license is granted;
- (e) “Licensed Electrical Contractor” means the contractor who is licensed by the Kerala State Electricity Licensing Board for carrying out electrical works;
- (f) “Local Body” means the Corporation, Municipality or Panchayath;
- (g) “Ordinance” means the Kerala Lifts and Escalators Ordinance, 2012 (Ordinance No. 51 of 2012);
- (h) “section” means section of the Ordinance.

(2) All other words and expressions used herein and not defined shall have the meaning assigned to them in the Ordinance.

3. *Procedure for permission to erect a lift/escalator or for making additions or alteration to existing lift/escalator.*—(1) Every owner of a place intending,—

- (a) to erect a lift/escalator in such place; or
- (b) to make additions or alterations to existing lift/escalator shall make an application in Form “A” to the Inspector. Every such application shall be accompanied by:

(i) Quadruplicate copies of drawings duly signed by the applicant, authorised signatory of manufacturer of lift/escalator to whom the lift/escalator erection work is entrusted and licensed electrical contractor to whom the electrical erection work is entrusted showing the following particulars, namely:—

- (a) the schematic drawing of lift/escalator installation including the earthing diagram;
- (b) Layout of plan of erection with machine details;
- (c) Sectional elevation;
- (d) Passenger capacity;

Provided that the additions or alterations proposed to be made to existing lift/escalator installation shall be shown by distinct colour.

(ii) Copy of approval obtained from the Local Body concerned for the Building Plan;

(iii) An original chalan for ₹ 2000 (Rupees Two Thousand only) towards application fee for each lift/escalator remitted into Government Treasury.

(2) On receipt of an application under sub-rule (1) above, the Inspector shall after making such scrutiny either grant permission in Form "B" or refuse the permission within one month.

4. *License for working a lift/escalator.*—(1) Every owner of a place who is permitted to erect a lift/escalator in such place under rule 3 shall on completion of such erection of lift/escalator intimate the matter to the Inspector and apply for a license. The intimation regarding the completion of the erection of lift/escalator and the application for license shall be in Form "C" along with the following:—

- (a) A work completion report of the erection of the lift/escalator in Form "D" as obtained from the authorised manufacturer of lifts or escalators;
- (b) A completion report in Form "E";
- (c) An original chalan for fee of ₹ 2000 (Rupees Two Thousand only) towards the license remitted into a Government Treasury;
- (d) Copy of insurance policy taken by the owner of the lift/escalator, covering insurance for the person using such lift/escalator.

(2) On receipt of an application under sub-rule (1) above the Inspector shall arrange for inspection of the lift/escalator within fifteen days and if he is satisfied that all the requirements in accordance with the provisions of the Ordinance and these rules are complied with he may grant license in Form "F" within fifteen days from the date of receipt of report of rectification of defects if any.



5. *Renewal of License.*—(1) (a) An application for renewal of license to work a lift/escalator shall be made in Form "G" to the Inspector three months prior to the date of expiry of the license along with a fee of ₹ 1000 (Rupees Thousand only) for each lift/escalator remitted in a Government Treasury.

(b) If the application for renewal of license along with fees and copy of renewed insurance policy taken by the owner of the lift/escalator covering insurance for the persons using the lift/escalator is not produced to the Inspector within the period referred to in Clause (a) an additional fee of ₹ 100 (Rupees One Hundred only) for each lift or escalator for the delay of each month or a fraction thereof shall also be remitted in the Government Treasury by the licensee and the chalan shall accompany the application for renewal of license.

(c) The application for renewal of license to work the lift shall be accepted beyond one month from the date of expiry of license, if the application in form "G" along with a fee of ₹ 2000 (Rupees Two Thousand only) per lift/escalator is produced to the Inspector, otherwise the supply to the lift/escalator shall liable to be disconnected.

(d) If the supply to the installation is disconnected under Clause (c) above, reconnection will be effected only after complying the provisions under Rule 4

(2) On receipt of an application with the required fees under sub-rule (1), the Inspector shall make an inspection within fifteen days and on getting himself satisfied that the provisions of the Ordinance and rules are complied with the Inspector shall renew the license in Form "F" within fifteen days from the date of receipt of report of rectification of defects if any.

6. *Application for license in case of existing Lift/Escalator.*—(1) Every owner of a place in which a lift/escalator has been erected and is being worked immediately before the date of the commencement of the Ordinance and is in operation shall apply in Form "H" along with a fee of ₹ 1000 (Rupees One Thousand only) remitted in a Government treasury and a copy of insurance policy for the persons using such lift/escalator and obtain license in Form "F" within two months from the date of commencement of the Rules.

(2) Existing lift/escalators which have been erected and being worked before the commencement of this rule is liable to be disconnected if failed to obtain the license in Form 'F' as per rule 6 (1) above.

7. *Terms and conditions of license for working of lift/escalator*.—Every lift/escalator shall be operated, subject to the following terms and conditions, namely.—

(1) The licensee shall forthwith report to the Inspector any defect in the operation of the lift/escalator.

(2) The licensee shall not carry out any additions or alterations to a lift/escalator erected without obtaining permission in that behalf from the Inspector as required under these rules.

(3) The licensee shall not use the lift/escalator which is not in a safe condition and shall be solely responsible for the safe maintenance of lift/escalator, so that these rules are always complied with.

(4) The maintenance of the lift/escalator shall be done by an authorized manufacturer of lifts or escalators.

(5) No other person shall willfully interfere with any mechanism of the lift/escalator.

(6) Presence of at least one operator, trained by the manufacturer, shall be available at the premises during the lift/escalator is in operation.

(7) When lift/escalator erected at any place ceased to be used as such, the owner shall either remove it or maintain it in safe mechanical condition after disconnecting it entirely from the electric supply. All entries shall be security locked, so as to prevent the accidental entry to prevent inadvertent use.

(8) All electrical works in connection with erection of lifts or escalators shall be carried out in accordance with the provisions of the Electricity Act, 2003 and the Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulation, 2010.

(9) All apparatus and components of lifts or escalators shall be of sufficient rating and of sufficient mechanical strength for the duty which they may be required to perform under the environmental conditions of installation and shall be constructed, installed protected, worked and maintained to ensure safety of human being and property.

(10) The material and apparatus used shall conform to the prescribed specifications of Bureau of Indian Standards; and

(11) The lift/escalator shall be tested in the manner specified in specifications and Codes of Bureau of Indian Standards (See Form No. E).

(12) The copy of the license, passenger capacity, phone number etc. shall be exhibited in a conspicuous location in the premises.

8. *Appeal.*—Any person aggrieved by the order or direction of the Inspector made under sub-section (2) of section 10 of the Ordinance may make an appeal to the Chief Electrical Inspector to the Government of Kerala and the appeal shall be accompanied by a copy of the order or direction appealed against.

9. *Precautions to be adopted by the owner of the lift or escalator.*—No electrical installation work, except such as replacement of lamps, fans, fuses, switches and fittings as in no way alters its capacity or character shall be carried out on behalf of the owner of lift/escalator except by a licensed electrical contractor.

10. *Intimation of accidents.*—The owner of the place or installation shall give full details of accident specified in section 12 of the Ordinance on Form 'I' to the officials specified in the said section

11. *Qualifications for appointment of Inspector.*—The qualifications prescribed in the special rules for the Department of Electrical inspectorate, Government of Kerala for the Electrical Inspectors shall be the qualifications for the persons to be appointed as Inspector.



**APPENDIX**

FORM 'A'

[See Rule 3(1)]

**APPLICATION FOR PERMISSION TO INSTALL/MAKE ADDITION/  
ALTERATION TO LIFT/ESCALATOR**

To

The Inspector  
.....

1. Full name and address of the Applicant :
2. Name and address of the Agent, if any :
3. (a) Address of the premises where the lift/escalator is to be installed/made additions or alterations :
- (b) Approval reference of Local Body concerned for the Building plan (copy of approval letter and approved plan to be enclosed) :
4. Whether a license has been previously granted (Details to be given) :
5. Type and Make of Lift/escalator proposed to be erected (A sketch of the Lift/escalator and erection) :
6. The rated maximum speed :
7. The number, description, weights (Kgs) and Size (in sq., mm.) of the supporting cables :
8. The depth of the pit from lowest part of the car when at the lowest floor (in mms) :
9. The Size of well/pit :
10. Details of the construction of the overhead arrangement with weight (kgs.) and size (mms.) of beams :
11. Details of fee remitted :

Date :

*Signature of the Applicant**Encl.* (1) Chalan

- (2) Copy of approval obtained from the Local body concerned for the building plan.
- (3) Drawings.

FORM 'B'

[See Rule 3(2)]

No. ....

Date.....

To. ....

.....

.....

*Subject:—*Permission for erection of Lift/escalator or making additions of existing lift/escalator at the premises of M/s.....  
*Granted—Regarding.*

Permission is hereby granted to erect lift/escalator or make additions or alterations of existing lift/escalator under Rule 3 of Kerala Lifts and Escalators Rules, 2012 at the premises of .....owned by .....

Subject to the provisions of the Kerala Lifts and Escalators Ordinance, 2012 and the Kerala Lift and Escalator Rules, 2012.

The permission is valid for a period of one year from the date on which it is granted. The lift/escalator shall not be worked until a license is granted by the Inspector for working the Lift/escalator in accordance with Rule 4 of the Kerala Lifts and Escalators Rules, 2012.

Signature.....

*Inspector.*



[See Rule 4 (1)]

NOTICE INTIMATING THE COMPLETION FOR THE WORK OF  
ERECTION OF A LIFT/ESCALATOR AND APPLICATION FOR A  
LICENSE TO WORK THE LIFT/ESCALATOR

To

The Inspector

.....

Sir,

*Subject:*—Erection of Lift/Escalator at the.....

With reference to your letter No.....by which permission has been granted to erect a Lift/Escalator at the above mentioned premises, I/We have to state that the work of erection of the Lift/Escalator was completed on.....by Sri/M/s..... I/We further request that a license for working the Lift/Escalator may be granted. The work of erection of the Lift/Escalator has been carried out in accordance with the provisions of the Kerala Lifts and Escalators Rules, 2012.

A fee of ₹ 2000 (Rupees Two Thousand only) has been remitted to the Government. Treasury and the Treasury receipt for that amount is enclosed.

A work completion Report of the authorized manufacturer of Lift/Escalator or completion Report of the licensed Electrical Contractor and copy of Insurance Policy taken by the owners for the Lift/Escalator covering insurance for the persons using the Lift/Escalator are enclosed.

Yours Faithfully,

*Signature of the owner of the Lift/Escalator.*

*Encl.*—1. Chalan of Government Treasury.

- 2. Work Completion Report of the authorized manufacturer of Lift/Escalator or Company of Electrical and Mechanical Engineers.
- 3. Copy of insurance Policy.

[See Rule 4 (1) (a)]

To

The Inspector

Sir,

*Subject:*—Erection of Lift/Escalator at the premises of M/s.....

*Reference:*—Submission of Completion Report.

We.....(Name of the authorized manufacturer of Lift/Escalator having undertaken the work of the erection of the Lift/Escalator at the premises of.....and having completed the erection of the said Lift/Escalator hereby certify that the work of erection of the Lift/Escalator complies with the provisions of the Kerala Lifts and Escalators Rules, 2012. We further certify that the erection and testig of the Lift/Escalator has been carried out in accordance with the Ketala Lifts and Escalators Ordinance, 2012 (Ordinance No. 51 of 2012) and Kerala Lifts and Escalators Rules, 2012 and confirm that the Lift/Escalator, car motor, controller, ropes, governor and all system have been tested and confirm to the Bureau of Indian Standards/IEC.

It is certified that the building in which the Lift/Escalator is erected is structurally sound and stable.

We further certify that the Lift/Escalator installation is ready for inspection which is required to be made for the purpose of issuing a license under the said Ordinance and Rules, for working the same.

We undertake the full responsibility of the installation to be handed over duly to the Owner after inspection a compliance of provisions of the said Ordinance and Rules.

Yours Faithfully,

*Signature of the Manufacturer of Lift/Escalator.*

## FORM 'E'

[See Rule 4 (1) (b)]

FORM OF COMPLETION REPORT FROM LICENSED CONTRACTOR  
FOR ELECTRICAL WORKS OF LIFT/ESCALATOR

We report that the electrical installation detailed below has been installed by us and tested and that to the best of our knowledge and belief it complies with Central Electricity Authority (Measures Relating to safety and Electric Supply) Regulations 2010 as well as the Indian Standard Code of Practices for Electrical Installations.

1. Electrical intallation at.....
2. Voltage and system of supply.....
3. Particulars of works.

(a) M V installation

<i>Sl. No.</i>	<i>Equipment</i>	<i>Capacity</i>	<i>Voltage</i>	<i>Fed from Distribution, Board/Switch Board</i>
(1)	(2)	(3)	(4)	(5)

(b) Lighting.....

(c) Test results:—

4. (1) Insulation resistance for the whole installation.
- (2) Between Phases.
- (3) Between each phase and earth.



- II. (1) Resistance of earth electrode for earthing system.
- (2) Maximum earthing resistance of installation.

*Signature of Electrical  
Supervisor*

*Signature of  
Electrical Contractor*

*Signature of  
Owner*

Name and address

Name and address

Name and address

.....

.....

.....

.....

.....

.....

.....

.....

.....

**Competency Certificate**

**Electrical Contractors License**

No. ....

No. ....

Valid up to.....

Valid up to.....

Dated.....

Dated.....

[See Rule 4 (2), 6 (2) and 6]

## LICENSE TO WORK A LIFT/ESCALATOR

*(This license is to be renewed annually and must be produced to the Inspector when called for)*

License No. ....

Date.....

Sri/M/s.....are hereby granted license to work of cause to be worked or allow the working of the Lift/Escalator erected and inspected on

at the premises No. .... subject to the provisions of the Kerala Lift Ordinance, 2012 (51 of 2012) the Kerala Lift and Escalators Rules, 2012 the particulars of which are given below:

The license shall remain valid from.....to.....

- (i) Make and Serial No. ....
- (ii) Type .....
- (iii) Type of Control .....
- (iv) Capacity .....

.....and is issued subject to the conditions set out on the below:

**CONDITIONS**

1. The Lift/Escalator and its installation shall be worked and maintained in conformity with the Provisions of the Kerala Lifts and Escalators Ordinance, 2012 and the Kerala Lifts and Escalators Rules, 2012.
2. No additions or alterations to the Lift/Escalator and its installation shall be carried out without previous permission in writing of the Inspector.
3. If the holder of this license ceases to have interest in the lift or escalator installation for which the license is granted, the holder shall intimate the matter to the Inspector.
4. Whoever contravenes any of the provisions of the Ordinance or the rules made thereunder or the terms and conditions of a permission or of a license or a direction given by the Inspector or any person appointed under Section 13 of the Ordinance to assist him, shall be punishable with fine which may extend to ₹ 1000 (One Thousand only) and in the case of a continuing contravention with a further fine which may extend to fifty rupees for every day during which such contravention is continued after such conviction.

*Inspector.*

FORM 'G'

[See Rule 5(1)]

APPLICATION FOR RENEWAL OF LICENSE FOR WORKING  
A LIFT/ESCALATOR

To

The Inspector  
.....  
.....

Sir,

*Subject:*—Application for renewal of license for working the lift/escalator at the premises of.....

As required under Rule 5(1) of the Kerala Lifts and Escalators Rules, 2012, I/We hereby apply for the renewal of license for working the Lift/ Escalator and the required particulars are furnished below and request that renewal of license may be granted.

1. Full name and address of the applicant :
2. Name and address of the local agent, if any :
3. Address of the place where the Lift/ Escalator has been erected together with the name of the Owner thereof :
4. Details of license previously granted :
5. Whether ₹ 1000 (Rupees One Thousand only) for each Lift/Escalator is enclosed :
6. Whether a copy of valid Insurance policy taken :

by the Owner of the Lift/Escalator covering insurance for persons using the Lift/Escalator is enclosed ?

Yours Faithfully,

*Signature of the Owner of the Lift/Escalator.*

- Encl.—(1) Chalan of Government Treasury.  
(2) Copy of Insurance Policy.



[See Rule (6)]

APPLICATION FOR LICENSE FOR WORKING A LIFT/ESCALATOR  
ERECTED PRIOR TO THE COMMENCEMENT OF THE KERALA  
LIFTS AND ESCALATORS ORDINANCE, 2012

To

The Inspector

.....

.....

1. Full name and address of the applicant
2. Name and address of the local agent, if any
3. Address of the place where the Lift/ Escalator has been erected together with the name of the Owner thereof
4. Date of erection
5. No. and date of sanction order from the Electrical Inspector
6. Type of Lift/Escalator erected
7. Maker's Name and Address
8. The contract speed of the Lift/ Escalator
9. The maximum Capacity
10. The depth of pit/well
11. Travel and the number of floors served
12. Details of fee remitted

Date:

*Signature of the Owner of the Lift/Escalator.*

Encl.—(1) Copy of Insurance Policy taken by the Owner of the Lift/Escalator covering insurance for the persons using the Lift/Escalator.

(2) Original chalan of Government Treasury.

## NOTICE OF ACCIDENTS IN LIFTS OR ESCALATORS

To

(1) The Inspector  
.....(2) The Station House Officer,  
.....Police Station.

Under Section 12 of the Kerala Lifts and Escalators Ordinance, 2012 (Ordinance No. 51 of 2012). I/We hereby inform you that an accident has occurred in the operation of lifts of escalators at the premises of..... owned by me/us on.....

(Brief description of the accident is enclosed)

I/We have discontinued the working of the Lift/Escalator, pending permission of the Inspector to resume the working.

Yours faithfully.

Date: *Name and address of the owner with License No.*

By order of the Governor,

M. SIVASANKAR,

*Secretary to Government.***Explanatory Note**

(This does not form part of the notification, but is intended to indicate its general purport.)

The sub clause (1) of clause 21 of the Kerala Lifts and Escalators Ordinance, 2012 (Ordinance No. 51 of 2012) empowers the Government to make rules either prospectively or retrospectively for the purpose of carrying into effect of the provisions of said ordinance. The Government have decided to make the rules accordingly.

The notification is intended to achieve the above object.

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