



GUIDELINES

FOR REGISTRATION OF PERSONS

WITH THE CHIEF INSPECTOR OF FACTORIES AND MACHINERY

AS LIFT'S COMPETENT PERSONS

DEPARTMENT OF OCCUPATIONAL SAFETY AND HEALTH
MINISTRY OF HUMAN RESOURCES
MALAYSIA

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1.0 GENERAL

1.1 The purpose of these guidelines is to lay down the procedure, stipulate the qualifications and other conditions for the registration of persons who intend to carry out duties as a Lift's Competent Person in pursuance to the provisions of regulation 6, regulation 30 and regulation 31, of the Factories and Machinery (Passenger and Goods Lifts) Regulations, 1970.

1.2 In pursuance to the provisions of regulation 6, regulation 30 and regulations 31(5), 31(6), 31(7) and 31(8) of the Factories and Machinery (Passenger and Goods Lifts) Regulations, 1970, the Chief Inspector of Factories and Machinery may exercise his rights in performing his function, exercising his power and discharging his duties assigned to him under the Factories and Machinery Act (here-in-after referred as the "Act") and the regulations made under the Act, not to recognize any reports, inspections or recommendations forwarded by any person who carry out duties as a lift competent person, if the person is not registered with the Chief Inspector.

1.3 For the purpose of these guidelines-

"Approved Firm" means a firm which has satisfied the Chief Inspector that its employs persons suitably qualified and trained (here-in-after referred to as the lift competent person grade 1) and controls equipment and facilities to ensure a proper standard of lift examination (inspection), service and maintenance.

"Lift Competent Person Grade I" means a person registered with the Chief Inspector to perform duties as prescribed under regulation 6 (on behalf of the owner), regulation 30, and regulations 31(5), 31(6), 31(7) and 31(8) of the Factories and Machinery (Passenger and Goods Lifts) Regulations, 1970.

"Lift Competent Person Grade II" means a person registered with the Chief Inspector to perform duties as prescribed under regulation 30, regulations 31(5), 31(6), 31(7) and 31(8) of the Factories and Machinery (Passenger and Goods Lifts) Regulations, 1970.

"Lift Competent Person Grade III" means a person registered with the Chief Inspector to perform duties as prescribed under regulations 31(5), 31(6), 31(7) and 31(8) of the Factories and Machinery (Passenger and Goods Lifts) Regulations, 1970.

"Lift Competent Person" means lift competent person grade I or grade II or grade III

2.0 QUALIFICATION FOR REGISTRATION

2.1 A person applying to be registered with the Chief Inspector as a Lift Competent Person Grade I shall-

- (a) be a Malaysian citizen;
- (b) holds a qualification and experience of –
 - i) degree in mechanical, electrical or electronic engineering or equivalent, accredited by Malaysian Qualification Accreditation (MQA) or the Board of Engineers, Malaysia (BEM) and with five (5) years working experience in **installation, inspection, testing, maintenance and has knowledge in designing (preparation of first schedule)** of electric passenger or goods lifts, escalators and dumbwaiters; or

- ii) holds a diploma in mechanical, electrical or electronic engineering or equivalent, accredited by the Malaysian Qualification Accreditation (MQA) or National Occupational Skill Standard (NOSS) and with ten (10) years working experience in **installation, inspection, testing, maintenance and has knowledge in designing (preparation of first schedule)** of electric passenger or goods lifts, escalators and dumbwaiters;
- (c) be registered with the Board of Engineers, Malaysia (BEM), employed by an approved firm and trained by the principal company;
- (d) has passed an examination conducted by the Chief Inspector or his representatives;
- (e) be medically fit;
- (f) has not been-
 - (i) convicted of an offence under the Act or any regulations made thereunder;
 - (ii) convicted of an offence under the Occupational Safety and Health Act, 1994 or any regulations made thereunder; or
 - (iii) convicted of an offence and sentenced to more than one year imprisonment or a fine of more than two thousand ringgit;
- (g) has fulfilled such other conditions as may be prescribed under the Act or any regulations made there under.

2.2 A person applying to be registered with the Chief Inspector to perform duties as a lift Competent Person Grade II shall-

- (a) be a Malaysian citizen;
- (b) hold a qualification and experience of –
 - i) degree in mechanical, electrical or electronic engineering or equivalent, accredited by the Malaysian Qualification Accreditation (MQA) the Board of Engineers, Malaysia (BEM) and with three (3) years working experience in **installation, inspection, testing and maintenance** of electric passenger or goods lifts, escalators and dumbwaiters; or
 - ii) holds a diploma in mechanical, electrical or electronic engineering or equivalent, accredited by the Malaysian Qualification Accreditation (MQA) or National Occupational Skill Standard (NOSS) and with five (5) years working experience in **installation, inspection, testing and maintenance** of electric passenger or goods lifts, escalators and dumbwaiters; or
 - iii) holds a certificate in mechanical, electrical or electronic engineering or equivalent, accredited by the Malaysian Qualification Accreditation (MQA) or National Occupational Skill Standard (NOSS) and with ten (10) years working experience in **installing, inspecting, testing and maintaining** of electric passenger or goods lifts, escalators and dumbwaiters;

- (c) be employed by an approved firm;
- (d) has passed an examination conducted by the Chief Inspector or his representatives
- (e) be medically fit;
- (f) has not been-
 - (i) convicted of an offence under the Act or any regulations made thereunder;
 - (ii) convicted of an offence under the Occupational Safety and Health Act, 1994 or any regulations made thereunder; or
 - (iii) convicted of an offence and sentenced to more than one year imprisonment or a fine of more than two thousand ringgit;
- (g) has fulfilled such other conditions as may be prescribed under the Act or any regulations made there under.

2.3 A person applying to be registered with the Chief Inspector to perform duties as a lift Competent Person Grade III shall-

- (a) be a Malaysian citizen;
- (b) hold a qualification and experience of –
 - (i) holds a degree in mechanical, electrical or electronic engineering or equivalent, accredited by the Malaysian Qualification Accreditation (MQA) or the Board of Engineers, Malaysia (BEM), and has one (1) year working experience in **maintaining, servicing and second schedule inspection** of electric passenger or goods lifts, escalators and dumbwaiters; or
 - (ii) holds a diploma in mechanical, electrical or electronic engineering accredited by Malaysian Qualification Accreditation (MQA or National Occupational Skill Standard (NOSS) and has three (3) years working experience in **maintaining, servicing and second schedule inspection** of electric passenger or goods lifts, escalators and dumbwaiters; or
 - (iii) holds a certificate in mechanical, electrical or electronic engineering or equivalent, accredited by the Malaysian Qualification Accreditation (MQA) or National Occupational Skill Standard (NOSS) and with five (5) years working experience in **maintaining, servicing and second schedule inspection** of electric passenger or goods lifts, escalators and dumbwaiters.
- (c) be employed by an approved firm;
- (d) has passed an examination conducted by the Chief Inspector or his representatives
- (e) be medically fit;
- (f) has not been-

- (i) convicted of an offence under the Act or any regulations made thereunder;
 - (ii) convicted of an offence under the Occupational Safety and Health Act, 1994 or any regulations made thereunder; or
 - (iii) convicted of an offence and sentenced to more than one year imprisonment or a fine of more than two thousand ringgit;
- (g) has fulfilled such other conditions as may be prescribed under the Act or any regulations made there under.

2.4 A person who already poses the competency under the existing system may apply to be registered with the Chief Inspector as Competent Person Grade I or equivalent Grade and may be undergone and passed an interview conducted by the Chief Inspector or his representatives.

3.0 APPLICATION PROCEDURE

3.1 An application to be registered with the Chief Inspector must be forwarded by the approved firm and has to be certified by its existing Lift Competent Person (if any), and must be made and completed in the form set out in Appendix I and shall be accompanied with the relevant information, documentation and declarations required under Clause 2.0 above.

3.2 Registration is valid for a period of three (3) years from the date of registration or as specified by Chief Inspector, unless it is canceled by the Chief Inspector as stipulated in Clause 4.2.

3.3 Application for renewal of registration must be made by using the form as set out in Appendix 2.

3.4 A competent person who has ceased to work with an approved firm and intends to work with another firm, has to reapply by using the form as set out in Appendix I and has to sit for another examination to re-register him as a competent person.

4.0 POWER OF THE CHIEF INSPECTOR

4.1 Refusal to register. The Chief Inspector may refuse to register any application made if he is satisfied that the applicant does not meet the requirements as outlined in Clause 2 or failed an examination as prescribed under Clause 6.

4.2 Refusal to renew registration and cancellation of registration. The Chief Inspector may refuse to renew or canceled at any time, registration of any competent person if he:-

- (a) has ceased to work with the approved firm;
- (b) has declared by Medical Officer or Occupational Health Doctor as medically unfit;
- (c) has not meet any requirements set by the Chief Inspector;
- (d) has failed to perform his duties as outlined in Clause 5; or
- (e) has committed any of the misconduct as outlined in Clause 8.

4.3 The Chief Inspector may call the lift competent person for an interview upon the renewal of the competency.

5.0 DUTIES OF LIFT COMPETENT PERSONS

5.1 The Lift Competent Person Grade I shall:-

- (a) be a representative of the lift owner to prepare, sign and submit to the Chief Inspector, the First Schedule as required by regulation 6 (a) of the Factories and Machinery (Electrical Passenger and Goods Lift) Regulations, 1970;
- (b) fulfill all of the duties as prescribed under regulations 30, 31(5), 31(6), 31(7) and 31(8) of the Factories and Machinery (Electric Passenger and Goods Lifts) Regulations, 1970;
- (c) to carry out at least thirty (30) first or regular inspection per year by using the JKJ 166 for first inspection and checklist for inspection of electric and hydraulic elevator for regular inspection in order to fulfill the requirement for renewal;
- (d) to ensure the safety and health of employees of the approved firm and other people during the installation, testing and first inspection and regular inspection of the lifts under his care being taken care of;
- (e) notify the Chief Inspector of any accident or incident involving the lift under his care;
- (f) provide technical accident report and remedial action;
- (g) supervise Lift Competent Person Grade II and Grade III; and
- (h) submit declaration as set out in appendix 3 and 4, and an organisation chart to indicate the line functions and territorial responsibilities of the competent persons in relationship to the firm's Chief Executive officer, Managing Director or General Manager of the lift firm.

5.2 The Lift Competent Person Grade II shall:-

- (a) fulfill all of the duties as prescribed under regulations 30, 31(5), 31(6), 31(7) and 31(8) of the Factories and Machinery (Electric Passenger and Goods Lifts) Regulations, 1970;
- (b) be under the supervision of a Competent Person Grade I;
- (c) to carry out at least sixty (60) first or regular inspection per year by using the JKJ 166 for first inspection and checklist for inspection of electric and hydraulic elevator for regular inspection in order to fulfill the requirement for renewal;
- (d) to ensure the safety and health of employees of the approved firm and other people during the installation, testing and first inspection and regular inspection of the lifts under his care being taken care of;
- (e) supervise Lift Competent Person Grade III; and

- (f) notify the Chief Inspector or Lift Competent Person Grade I of any accident or incident involving the lift under his care.

5.3 The Lift Competent Person Grade III shall:-

- (a) fulfill all of the duties as prescribed under regulations 31(5), 31(6), 31(7) and 31(8) of the Factories and Machinery (Electric Passenger and Goods Lifts) Regulations, 1970;
- (b) be under the direct supervision of a Lift Competent Person Grade I or Grade II;
- (c) to carry out at least ninety (90) Second Schedule inspection per year in order to fulfill the requirement of renewal the competency
- (d) to ensure the safety and health of employees of the approved firm and other people during the monthly and Second Schedule inspection of the lifts under his care being taken care of; and
- (e) notify the Chief Inspector or the Lift Competent Person Grade I of any accident or incident involving the lift under his care.

5.4 Any Lift Competent Person who fails to carry out the duties as prescribed under Clauses 5.1, 5.2 or 5.3. respectively shall be considered has committed a misconduct.

6.0 EXAMINATION

6.1 An examination or a technical presentation shall be conducted for a candidate who intends to be a Lift Competent Person Grade I, to determine his knowledge and experiences. Such oral examination shall include -

- (a) **Part I** - To determine the experience and knowledge of candidates pertaining to the designs and preparation of lift's first schedule;
- (b) **Part II** - To determine the experience and knowledge of candidates pertaining to the installation, testing and statutory inspection of new lifts and regular inspection; and
- (c) **Part III** - To determine the experience and knowledge of candidates pertaining to the maintenance, servicing and second schedule inspection of lifts; and
- (d) **Part IV** - To determine the experience and knowledge of candidates pertaining to code of practice and relevant regulations.

6.2 An examination shall be conducted for a candidate who intends to be a Lift Competent Person Grade II, to determine his knowledge and experiences. Such oral examination shall include **Part II, Part III and Part IV** as outlined in Clause 6. 1.

6.3 An examination shall be conducted for a candidate who intends to be a Competent Person Grade III, to determine his knowledge and experiences. Such written examination shall include **Part III and Part IV** as outlined in Clause 6. 1.

6.4 An interview and a technical presentation may be conducted for a candidate who already poses the competency under the existing system who intends to be a Lift Competent Person Grade I or

equivalent Grade , to determine his knowledge and experiences related to the latest requirement on technical and legislation.

6.5 A technical presentation by lift competent person grade I and II and an interview may be conducted for a lift competent person who applies to renew his/her competency , to verify that he/she has carried his duty as lift competent person as stipulated in the Act and the Guideline.

7. RECOGNITION CRITERIA

7.1 Recognition to a candidate who meets the requirements as set out in Clause 2.1 and passed an examination as prescribed under Clause 6.1, shall be granted a certificate and registered as a Lift Competent Person Grade I.

7.2 A candidate who meets the requirements as set out in Clause 2.2 and passed an examination as prescribed in under Clause 6.2, shall be granted a certificate and registered as a Lift Competent Person Grade II.

7.3 Recognition to a candidate who meets the requirements as set out in Clause 2.3 and passed an examination as prescribed under Clause 6.3, shall be granted a certificate and registered as a Competent Person Grade III.

7.4 Recognition to a candidate who meets the requirements as set out in Clause 2.4 and passed an interview as prescribed under Clause 6.4, shall be granted a certificate and registered as a Lift Competent Person Grade I.

8. MISCONDUCT

8.1 For the purpose of these guidelines, misconduct means:

- (a) failure to carry-out the duties as prescribed under Clause 5;
- (b) delegates the duties to another person who is not registered with the Chief inspector;
- (c) failure to advice the occupier or owner of any defect in the lifts which is likely to cause danger to life or property while such lift is under his direct control;
- (d) causing damage to the lifts or injury to any person by careless operation of the lifts or by neglect of routine instructions, or by neglect to use the safety appliances provided or by any negligent act or omission; or

8.2 Any lift competent person who being found to be guilty of misconduct, his/her competency shall be terminated immediately.

8.3 Any lift competent person Grade I who being found to be negligent that caused an accident or dangerous occurrence of the lifts under his care, he or she shall be charged under the relevant Act or Regulations.

**JABATAN KESELAMATAN DAN KESIHATAN PEKERJAAN
(KEMENTERIAN SUMBER MANUSIA)**
APPLICATION TO BE REGISTERED AS A LIFT COMPETENT PERSON I/II/III



A. PARTICULARS OF THE CANDIDATE

(To be filled by the Applicant)

1. PERSONAL PARTICULARS

1.1 Name of Candidate (in block letters)

.....

1.2 Date of Birth

.....

1.3 Sex

Male/Female

1.4 Identity Card Number*

.....

1.5 Place of Birth

.....

1.6 Citizenship

.....

1.7 Approved Lift Firm Name & Registration No

.....

.....

1.8 Job Designations:

.....

1.9 Office Address

.....

.....

1.10 Tel. No. (Office)

.....

1.11 Tel. No. (Home)

.....

1.12 E-mail address

.....

2. QUALIFICATION

2.1 Professional education*

Name of Institution/
University

Year

From to

Qualification

Obtained

.....

.....

.....

.....

.....

.....

2.2 Technical training

.....

.....

.....

Date:

.....

Signature of Applicant

Note: (*) Please enclosed certified copies of relevant document and latest medical examination report.

B. EXPERIENCE OF THE CANDIDATE (To be filled by the existing **CP Lift Grade I** – if any)

1. TRAINING	YES/NO	DURATION
(a) Design	<input type="checkbox"/>
(b) Manufacturing	<input type="checkbox"/>
(c) Code of Practice	<input type="checkbox"/>
(d) Testing/Commissioning	<input type="checkbox"/>
(e) Installation	<input type="checkbox"/>
(f) Maintenance	<input type="checkbox"/>
(g) Others (please specify)	<input type="checkbox"/>

2. FIELD EXPERIENCE	YES/NO	NO. OF MONTHS (ACCUMULATE)
(a) Design	<input type="checkbox"/>
(b) Manufacturing	<input type="checkbox"/>
(c) Preparation of 1 st Schedule	<input type="checkbox"/>
(d) Installation	<input type="checkbox"/>
(e) Testing/Commissioning/1 st Inspection	<input type="checkbox"/>
(f) Maintenance/Monthly Inspection	<input type="checkbox"/>
(g) Annual/Regular Inspection	<input type="checkbox"/>
(h) 2 nd Schedule Inspection	<input type="checkbox"/>
(i) Total number of years experiences in lift industry		

C. DECLARATION BY THE CP Lift Grade I

I hereby:-

- i. certify that the above particulars are true and correct to the best of my knowledge; and
- ii. declare that all of the conditions as set out in paragraph 2 have been fulfilled.

Date:

.....
 Signature
 (Name of CP Lift Grade I)
 CP Lift Grade I No :

JABATAN KESELAMATAN DAN KESIHATAN PEKERJAAN, MALAYSIA**Application for Renewal as a Competent Person Grade I/II/III****A. PARTICULARS OF APPLICANT**

File No:

Registration No:

Expiry Date:

1. I N.R.I.C. No.
a competent/assistant-competent person employed by would like to apply for renewal of registration as a Competent Person Grade I/II/III/** for the next three (3) years.
2. Enclosed herewith please find document* to support my application for the purpose.

Date:
.....
(Signature of Applicant)

B. JKKP STATE OFFICE COMMENT

Mr N.R.I.C. No

who is registered as a Competent Person Grade I/II/III/**, has successfully fulfill duties as prescribed under Clause 5 of these guidelines.

I have no objection for the Department to renew his registration as a competent person (design and/or construction, installation tests and/or maintenance) for the next three (3) years.

Date:.....
.....
Director,
Department of Occupational
Safety and Health

Document includes latest inspection report, medical examination report and any other document deems appropriate.

* Proof of minimum number of inspection per year

** Please delete those which is not applicable

BORANG PEMERIKSAAN LIF

No Pendaftaran
OYK _____

BIL	Tarikh Pemeriksaan	LOKASI	NO. PMA	JENIS PEMERIKSAAN		JENIS JENTERA			Nama Pemeriksa JKKP	Tanda Tangan			
				Pertama	Ulangan	LIF					Travelator	Eskalator	Dumwaiter
						Penumpang	Barang	OKU					
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
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24													
25													
26													
27													
28													
29													
30													
				Total Unit Pemeriksaan									

Total Keseluruhan Unit Pemeriksaan :

.....
Tanda Tangan Orang Yang
Kompeten Lif

Nama :

Cop Pengesahan

JABATAN KESELAMATAN DAN KESIRATAN PEKERJAAN, MALAYSIA

Declaration By a Grade I/II/III Competent Person

Name: N.R.I.C. No

Name and Address of Approved Firm:

.....

I hereby declare the followings is under my supervision:-

1. Number of new lift/escalator/dumbwaiter installed:
2. Number of lift/escalator/dumbwaiter maintained:
3. Name or brand of lift/escalator/dumbwaiter maintained other than the brand of lift/escalator/dumbwaiter approved:

PMA	Location	Lift Brand	Lift/Escalator/Dumbwaiter

Date:

.....

(Signature of a competent person)

In the presence of the Approved Lift Firm's C.E.O/M.D./G.M:

Date:

.....

(Signature of C.E.O/M.D./G.M.)

.....
 Company's Official Stamp

PERMOHONAN SEBAGAI ORANG BERKOMPETEN LIF

A. JENIS PERMOHONAN : BARU / LANJUTAN GRED:

B. BUTIR-BUTIR PEMOHON

1. No. K.P./Passport/ Polis/Tentera	<input type="text"/>
2. Nama	<input type="text"/> <input type="text"/>
3. Alamat	<input type="text"/> <input type="text"/>
4. Poskod	<input type="text"/>
5. Bandar	<input type="text"/>
6. Negeri	<input type="text"/>
7. Jantina (L/P)	<input type="checkbox"/>
8. Tarikh lahir	<input type="text"/>

C. KELAYAKAN
AKEDEMIK/LATIHAN

BIL	INSTITUT	BIDANG	TARAF	TAHUN

Ruang untuk permohonan Baharu Kompetensi

Tarikh Luput Kompetensi:

D. PENGAKUAN

Saya mengakui bahawa semua maklumat yang diberikan adalah benar.

Tarikh :

.....

Tandatangan Pemohon

Nama :

No. K.P.

E. MAKLUMAT PEGAWAI PERUBATAN YANG BIASA MERAWAT:

(Sebutkan nama dan alamat Pegawai Perubatan yang biasa merawat anda)

Nama Pegawai Perubatan :

Alamat :

- SALINAN ASAL HENDAKLAH DIKEMUKAKAN KEPADA KETUA PENGARAH JKPP
- SALINAN PENDUA HENDAKLAH DISIMPAN OLEH PEGAWAI PERUBATAN YANG MEMBUAT PEMERIKISAAN

- 2 -

F. PEMERIKSAAN PERUBATAN
(UNTUK DIPENUHI OLEH PENGAMAL PERUBATAN)

BAHAGIAN I

No. Pendaftaran Pemohon di klinik : Tarikh Pendaftaran :

Keadaan Umum :

Berat :kg. Ketinggian :sm

Pemeriksaan air kencing untuk albumin dan gula (Jika positif siasat selanjutnya)

Tekanan darah: Sistolik : Diastolik :

Kejituan penglihatan mengikut Carta Snellen (Dalam meter)

Tanpa kacamata min. 6/60 Kanan : Kiri :

Dengan Kacamata min. 6/12 Kanan : Kiri :

*Untuk mereka yang memakai kacamata. Perlu dinyatakan pada lesen.

JAWAPAN

Sila tandakan X dalam ruang yang bersesuaian 'Ya' atau 'Tidak'

Bil	Perihal	Ya	Tidak	Catatan
1	Ada kecacatan dalam penglihatan (Carta istihara)			
2	Ada kecacatan dalam penglihatan lapangan (field vision)			
3	Ada bukti kecacatan sistem saraf			
4	Ada bukti-bukti penyakit psikiatrik (psychiatric)			
5	Adakah pemohon menunjukkan tanda-tanda peminum arak dan Penyalahgunaan dadah			
6	Ada ketidaksempurnaan dari/atau kecacatan fizikal			
7	Ada bukti kelainan sistem kardiovaskular			
8	Adakah pemohon mempunyai tekanan darah tinggi yang tidak terkawal			
9	Adakah pemohon mengidap penyakit kencing manis yang tidak dikawal dengan sempurna			
10	Ada kecacatan pendengaran			
11	Ada bukti kelainan sistem respirator			
12	Siasatan lanjut yang dijalankan dan keputusannya: a): b): c):			
13	Pandangan-pandangan lain oleh pengamal perubatan:			

Catatan: Kelewatan boleh berlaku kerana diperlukan siasatan lanjut.

BAHAGIAN II

Sila jawab soalan-soalan berikut berhubung dengan sejarah kesihatan anda. Tanda X dalam kotak ruangan yang sesuai 'Ya' atau 'Tidak'. Jika 'Ya' jelaskan dalam ruang catitan.

Adakah anda mempunyai sejarah atau sedang mengalami penyakit berikut

Bil	Perihal	Ya	Tidak	Catatan
*1	Masalah mata			
	- Katarak			
	- Pandangan 'monocular'			
	- Lain-lain yang menyebabkan halangan pandangan			
*2	Tidak dapat mengenaipasti warna-warna asas (primer) [merah, hijau, kuning (amper)]			
3	Sukar melihat dalam gelap			
*4	Apa-apa jenis sawan atau kekejangan			
5	Kecederaan berat dikepala			
*6	Serangan pening atau pening			
7	Sakit kepala yang berat atau 'migrane'			
8	Pembedahan otak yang 'major'			
*9	Stroke' (dengan kecacatan 'residual')			
*10	Kencing manis dalam rawatan insulin			
*11	Penyakit mental			
*12	Penyalahgunaan arak dalam masa 5 tahun yang lalu			
*13	Penyalahgunaan dadah dalam masa 5 tahun yang lalu			
14	Kecacatan tulang belakang			
*15	Ketidaksempurnaan atau kecacatan anggota - pergerakan sendi yang terhad - kecacatan anggota yang berat - amputation' yang berat			
16	Penyakit jantung / tekanan darah tinggi / debaran jantung			
17	Sesak nafas / muntah darah / batu kronik			
*18	Pekak - pekak tuli			
*19	Penyakit buah pinggang yang kronik			
20	Apa-apa rawatan yang berulang			
21	Apa-apa penyakit atau kecederaan yang tidak dinyatakan di atas			

BAHAGIAN III**KEPUTUSAN PEMERIKSAAN PERUBATAN**

Saya sahkan bahawa saya pada hari ini telah memeriksa pemohon

No. Kad Pengenalan Jawapan kepada soalan-soalan di atas adalah benar

Setakat yang saya ketahui dan percaya. Daripada pemerhatian dan pemeriksaan perubatan, saya dapati pemohon dari segi fizikal dan mental adalah:

SIHAT (MEDICALLY FIT) / TIDAK SIHAT (MEDICALLY UNFIT)

Tandatangan pengamal perubatan :

Nama dan kelayakan pengamal perubatan :

No. Pendaftaran MMC:

Alamat :

No. Pendaftaran Klinik:

Tarikh :

UNTUK KEGUNAAN JKPP

**CHECKLIST FOR INSPECTION OF ELECTRIC PASSENGER AND GOODS LIFT
DEPARTMENT OF OCCUPATIONAL SAFETY AND HEALTH, MALAYSIA**

Owner name and address:

Location of Equipment:

Name of competent person:

Rated Load : _____
 No. of Passengers : _____
 Rated Speed : _____
 Motor Horse Power : _____
 Type of Control : _____

Types of Inspection

- Routine inspection and test
- Periodic inspection and test (Annual)
- Periodic inspection and test (Every 5 yrs)
- Acceptance inspection and test

G = Good
 NG = No Good (repair)
 NA = Not Applicable

Approved Firm

Lift PMA No.:

Serial Number

Lift No. : _____
 Floor Served : _____
 No. of Opening : _____
 Type of Lift : (Passenger / Goods / Hydraulic / MRL)
 Type of Drive : (Traction Geared / Traction Gearless)

(1) MACHINE ROOM / SPACE

	G	NG	NA
1.1 Safe access to LMR or machine space			
1.2 Door securely locked with signages			
1.3 Housekeeping			
1.4 Adequate Lighting and receptacle			
1.5 Adequate and effective ventilation			
1.6 Emergency Power Unit (EBOPS)			
1.7 Fire extinguisher			
1.8 Conduits, Trunking and earthing			
1.9 Machine sheave and floor opening guarding			
1.10 M/c securely supported & fixed in position			
1.11 Safe means of access to all lift equipment			
1.12 All equipment are correctly identify and label			
1.13 Machine brake operation			
1.14 Motor gears and bearings			
1.15 Handwinding device / Brake releaser			
1.16 Traction sheave and grooves			
1.17 Secondary & deflector sheaves			
1.18 Rope fastening at terminations			
1.19 Governor overspeed device and switch			

(2) INSIDE OF CAR

	G	NG	NA
2.1 Door reopening device			
2.2 Car operating panel and buttons			
2.3 Car lighting & ventilation			
2.4 Car emergency alarm bell			
2.5 Intercom System			
2.6 Car door or gate			
2.7 Load capacity data plate, PMA and signages			
2.8 Car door locking device			
2.9 Car floor, ceiling and sill			

(3) TOP OF CAR

	G	NG	NA
3.1 Car top emergency stop switch			
3.2 Car top lighting and 3-pin power socket			
3.3 Car top inspection panel and buttons			
3.4 Car overhead, pulley/sheaves			
3.5 Car shoes or roller guides			
3.6 Emergency terminal stopping devices			
3.7 Up final limit switch			
3.8 Emergency exit hatch and switch			
3.9 Car top railing and guarding			

(4) INSIDE HOISTWAY

	G	NG	NA
4.1 Hoistway construction			
4.2 Pipes, wiring and ducts			
4.3 Traveling cables, junction boxes			
4.4 Guide rails securely fastened			
4.5 Governor rope			
4.6 Suspension ropes			
4.7 Compensating ropes or chains			
4.8 Rope guards correctly fitted on cwt. sheave			
4.9 Filler weight securely fastened			
4.10 Counterweight sheave shaft and bearing			
4.11 Counterweight shoes or roller guides			

(5) LANDING FLOOR

	G	NG	NA
5.1 Approved firm and emergency contact no.			
5.2 Hall panel buttons and indicator			
5.3 Landing door operation			
5.4 Landing door & gap			
5.5 Landing door contact switches			
5.6 Effective mechanically door locking			
5.7 Landing door unblocking device			

(6) PIT

	G	NG	NA
6.1 Access and lighting			
6.2 Emergency stop switches			
6.3 Pit clean and dry			
6.4 Bottom clearance and refuge space			
6.5 Down final limit switch			
6.6 Governor rope tension device and switch			
6.7 Safety operating switch			
6.8 Car frame and platform			
6.9 Car safeties & cwt safeties			
6.10 Compensating chains, ropes & sheave			
6.11 Car and counterweight buffers			
6.12 Car and counterweight buffer switches			
6.13 Car and counterweight buffer bottom runby			
6.14 Sufficient car top clearance for over travel			
6.15 Cwt. and common lift shaft guarding			

(7) RIDE OPERATION

	G	NG	NA
7.1 No unusual noise or vibration during running			
7.2 Leveling accuracy acceptable			

TEST REQUIREMENT

		Is test satisfactory ?	Date Tested
a) Car buffer test		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) at no load inspection speed	(every 5 years)		
b) Counterweight buffer test		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) at no load inspection speed	(every 5 years)		
c) Car safety gear test		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) at no load inspection speed	(every 5 years)		
d) Counterweight safety gear test		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) at no load inspection speed	(every 5 years)		
e) Governor tripping speed test	(every 5 years)		
i) Electrical tripping speed _____ mpm		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
ii) Mechanical tripping speed _____ mpm		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
f) Car door locking device		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) Prevent trapped passenger from self rescue			
g) EBOPS (Emergency Battery Operated Power Supply)		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) Car lighting _____ hr(s)		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
ii) Car ventilation fan _____ hr(s)		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
h) Fire operation (TNB Power)		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) Lift homing to fire service access level;		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
ii) Firefighting lift operation or;		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
iii) Document certified by fire Department		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) Load weighing calibration		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) test manually at no load		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
ii) test with rated load	(every 45 months)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
j) Brake Test		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	_____
i) test with 125% rated load	(every 5 years)		

Comment :

Inspector signature

Name :

Jabatan Keselamatan Dan Kesihatan Perkerjaan

(_____)

Date of Inspection : _____

ELECTRIC PASSENGER / GOOD S / HYDRAULIC LIFT / DUMBWAITER

Registration No. PMA : _____ Lift No. _____
 Owner's Name _____ Design File No. _____
 Building Name _____
 Address _____

Inspection Date _____ Maker _____
 Contract Speed _____ Serial No. _____
 Contract Load _____ kg _____ Passenger _____ Year Mfg. _____
 No. of Opening _____ Power _____ Model _____
 No. of Floors Served _____ Travel of Lift _____ m

Suspended Lift Pit Approval _____ Approval Ref : _____ Tarikh _____
 Other Approval _____
 _____ Approval Ref : _____ Tarikh _____
 _____ Approval Ref : _____ Tarikh _____

Exemptions

Reduced dia. Governor rope _____ Exemption Ref : _____ Tarikh _____
 Reduced dia. Suspension rope _____ Exemption Ref : _____ Tarikh _____
 Reduced buffer stroke _____ Exemption Ref : _____ Tarikh _____
 Other Exemption _____
 _____ Exemption Ref : _____ Tarikh _____
 _____ Exemption Ref : _____ Tarikh _____
 _____ Exemption Ref : _____ Tarikh _____

Remarks : _____

Tandatangan Pemeriksa

 Nama :
 Jabatan Keselamatan dan Kesihatan Pekerjaan
 ()

Serial no. of lift : _____

Reg.	Description	Inspector's check figure	Requirements / Remarks
MACHINE ROOM			
8(7)	Drum/Sheave dia. Ratio : 1	mm	Min. 40 : 1
8(12)(a)	Span of support beam	mm	
9(2)(b)	Machine/wall clearance	mm	
9(2)(d)	Clear height machine room	mm	Min. 2000mm
	Machine to ceiling/beam clearance	mm	Min. 700mm
23(2)	Governor tripping speed	cwt. Car m/min	See table II
23(4)	Governor rope dia.	cwt. Car mm/Ø	
27(1)	Suspension rope dia.	mm/Ø	Min. 10mm/Ø
27(2)	Suspension of ropes		Min. 3 ropes
Safe access to lift machine room		NA/No/Good	Traction sheave roping Sgl/DbI
M/R securely locked with siagnages		NA/No/Good	Sheave guarding No/Good
M/R or M/c space exhaust fan/air-con		NP/No/Good	13 amps point No/Good
M/R or machine space lighting		No/Good	EBOPS for car light and fan No/Good
Machine room fire extinguisher		NA/No/Good	Governor overspeed switch NP/No/Good
CAR TOP			
25	Car top clearance	mm	
	Cwt. Top clearance	mm	
14(4)	Car frame crosshead	mm	
21(6)	Max. dist between guide bracket	mm	
11(5)	Fascia plate/car nosing clearance	mm	Max. 130mm
11(6)	Car/wall clearance	mm	Min. 25mm
	Cwt./wall clearance	mm	Min. 25mm
29(1)	Car/cwt. Clearance	mm	Min. 40mm
26(5)	Cam length	mm	Min. 610mm
Final top limit switch		No/Good	Car top railing NP/No/Good
Emergency hatch switch		NP/No/Good	Car top light NP/No/Good
Safety gear switch		NP/No/Good	Car ventilation fan NP/No/Good
Car sheave roping		1:1 / 2:1	Cwt Sheave roping 1:1 / 2:1
Emergency terminal speed limiting device		NP/Yes	Preset speed limit m/min
Non-stop zone emergency door with special lock			NP/No/Good
Landing door switch		No/Good	Design landing door key No/Good

Reg.	Description	Inspector's check figure	Remarks
LIFT CAR			
7(2)(a)	Car width (w) x depth (d)	mm	See table I
11(4)	Landing threshold/car nosing clearance	mm	Min. 15mm Max. 40mm
12(3)	Lift well side landing door/landing threshold	mm	Max. 70mm
12(4)	Landing door/car door clearance	mm	Max. 150mm
12(2)	Landing door height	mm	Passenger - Min.2000mm
15(1)	Car door height	mm	Goods - Min.1830mm
14(7)	Car enclosure height	mm	
Toughened/shatter proof glass/mirror in car		NP/No/Good	(Spec. No.)
Car door safety edge/sensor/light		NP/No/Good	Car Interior light NP/No/Good
Car intercom system		NP/No/Good	Car load weighing device NP/No/Good
Emergency alarm bell		NP/No/Good	Car locking device NP/No/Good
LIFT PIT			
10(5)(b)	Fully compressed car buffer/pit floor clearance	mm	Min. 610mm
10(6)	Lift pit depth	mm	
10(8)	Top height counterweight guard	mm	Min. 2000mm
	Bottom clearance cwt. guard	mm	Max. 300mm
	Compensating chain/rope	no(s).	
14(4)	Car bottom span	mm	
24(6)	Buffer stroke - car	mm	See table II
	Buffer stroke - counterweight	mm	See table II
25	Bottom runby -car	mm	Max. 610mm
	Bottom runby -counterweight	mm	Max. 915mm
22(4)	Stopping distance (drop test) - car	mm	See table II
	Stopping distance (drop test) - counterweight	mm	See table II
Suspended lift shaft		NP/Yes	Reduced buffer stroke NP/Yes
Safety gear switch		NP/No/Good	Pit emergency stop switch NP/No/Yes
Car bottom light		NP/No/Good	Pit light NP/No/Yes
Bottom final limit switch		No/Good	Pit ladder NP/No/Good
Governor tension switch		NP/No/Good	Pit waterproofing No/Good
Comp. rope tension switch		NP/No/Good	Oil buffer switches NP/No/Good
Common lift pit guarding		NP/No/Good	
CHECK ITEMS FOR HYDRAULIC LIFT			
Hydraulic check valve		NP/Yes	Hydraulic plunger Direct/Indirect
Dia. Of plunger		mm/Ø	Slack rope safety NP/No/Good
Max. working pressure-hydraulic pump			

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(JKJ.166)(M)

Table II

Contract speed (m/min)	Max. Governor tripping speed (m/min)	Stopping distance		Min. Buffer Stroke	
		Min. (mm)	Max. (mm)	Spring (mm)	Oil (mm)
0-30	53	150	380	40	70
39	53	150	410	65	70
46	64	150	410	65	70
52	76	205	480	100	70
60	84	230	540	100	70
69	94	255	610		90
76	103	280	680		110
90	120	330	820		160
98	120	330	840		160
105	138	380	990		210
122	156	460	1220		280
137	173	535	1475		350
153	191	635	1730		430
183	226	840	2310		630
214	261	1090	3000		890
244	296	1370	3810		1110
275	331	1650	4650		1410
305	366	2030	5640		1740
336	403	2439	6808		2105
366	439	2845	8025		2505
390	476	3328	9424		2935
427	513	3836	10946		3415
458	549	4395	12446		3910

When emergency terminal speed limiting device is installed, buffer stroke may be reduced to 115 % of such reduced striking speed but not less than half the buffer stroke for contract speed not greater than 240 m/min.

In any event, the stroke shall not be less than 420 mm; or one third of the buffer stroke for contract speed greater than 240 m/min. but in no case shall the stroke be less than 540 mm.

Table I

Car Floor Area (m ²) (± 0.05 m ²)	Max. Person	Contract Load (kg)
0.950	5	345
1.115	6	410
1.280	7	480
1.450	8	545
1.600	9	615
1.755	10	685
1.895	11	750
2.055	12	820
2.195	13	885
2.340	14	955
2.480	15	1025
2.620	16	1090
2.740	17	1160
2.835	18	1225
3.000	19	1295
3.130	20	1365
3.250	21	1430
3.370	22	1500
3.485	23	1565
3.605	24	1635
3.735	25	1705

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ESCALATOR / MOVING WALKS

Date of Inspection : _____ Escalator No. _____
 Registration No. : PMA _____
 Design File No. : _____
 Owner's Name : _____
 Building Name : _____
 Address : _____

 Maker : _____
 Serial No. : _____
 Year Manufactured : _____
 Power : _____ kw Model _____
 Maximum Capacity : _____ persons / hr.
 Location of Escalator : _____ floor to _____ floor

 Exemptions : _____

 Remarks : _____

Tandatangan Pemerksa

 Nama :

Jabatan Keselamatan dan Pekerjaan

(_____)

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	<u>ASNI</u>	<u>CEN/BS</u>	<u>CEN/BS</u>
Inclination : _____ °	30° max.	30°	35°
Vertical Rise : _____ mm	-	-	6m max.
Speed : _____ m/min.	38 m/min. max.	45 m/min. max.	
<u>Step</u> :			
Rise : _____ mm	216 mm max.	240 mm max.	240 mm max.
Depth : _____ mm	400 mm min.	380 mm min.	380 mm min.
Width : _____ mm	406 mm ~ 1015mm	580 mm ~ 1100mm	580 mm ~ 1100mm
Clearance between Skirt panel / step : _____ mm	4.8mm max.	4.0mm max.	4.0mm max.

Balustrade : Plastic / Metallic / Toughened glass. (spec. _____)

Motor drive connection : Direct / Chain / Gear / Belt / Others. (_____)

Mechanical tripping speed of governor. : _____ m/min.

Safety devices

Roller shutter enclosure retraction switch		Na / No / Good
Tandem operation of escalator switch		Na / No / Good
Synchronised start/stop switch of tandem escalator :		Na / No / Good
Key operated start switch		No / Good
Emergency stop switch	Top / Bottom :	No / Good
Handrail finger guard switch	Top right / Top left :	No / Good
	Bottom right / Bottom left :	No / Good
Skirt obstruction switch	Top right / Top left :	Na / No / Good
	Bottom right / Bottom left :	Na / No / Good
Complate switch	Top right / Top left :	Na / No / Good
	Bottom right / Bottom left :	Na / No / Good
Step upthrust switch		Na / No / Good
Step demarcation lights	Top / Bottom landings :	Na / No / Good
Stop switch in driving station		No / Good
Overspeed governor		Na / No / Good
Main drive switch		Na / No / Good
Step chain switch		Na / No / Good
Anti reverse device		Na / No / Good
Electro-mechanical brake switch		Na / No / Good
Stop switch in return station		Na / No / Good
Auxiliary brake		Na / No / Good
_____		Na / No / Good
_____		Na / No / Good

Serial no. of Esc. / Moving Walks : _____

EN 115-1:2008 Clause	Description	Inspector's check figure	Remarks
BUILDING INTERFACES			
A.2.1	Clear height above the steps/pallets	mm	Min. 2300mm
A.2.2	Outer edge of handrail to walls or obstacles	mm	Min. 80mm
5.5.2.2	Outer decking to wall or railing	mm	Max. 120mm
A.2.4	Vertical deflector	NP / No / Good	Max. 400mm
A.2.5	Unrestricted area	No / Good	Min. 2500mm
SAFETY SIGNS			
Annex G	Mandatory action and prohibition signs	No / Good	
BALUSTRADE			
5.5.2.2	Anti-climbing device	NP / No / Good	
5.5.2.2	Access restriction device	NP / No / Good	
5.5.2.2	Anti-slide device	NP / No / Good	
SKIRTING			
JKKP IS 127 B/1 - Kit23(21)	Skirt deflector (Brushes / Rubber profiles)	NP / No / Good	
STEPS			
JKKP IS 127 B/1 - Kit23(21)	Demarcation yellow lines	NP / No / Good	
5.3.5	Clearance between two consecutive steps or pallets	mm	Max. 6.0mm
COMBS			
5.7.3.3.1	Mesh depth into grooves of the tread	mm	Min. 4.0mm
5.7.3.3.2	Vertical clearance between comb to step	mm	Max. 4.0mm

