

## Technical Safety Division is responsible for:

- Administering the Elevators & Lifts Act and General Regulations
- Certifying regulated work, equipment and systems
- Performing inspection services
- · Licensing and permitting

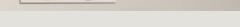
## Contact us for:

- Annual licensing
- · Major building changes and maintenance
- · Reporting all accidents and injuries

Phone: 1-800-9LABOUR

Email: SafetyBranch@novascotia.ca

For more information on Elevators and Lifts visit novascotia.ca/lae/equipmentsafety/elevator.asp



Notify Technical Safety for changes to the license holder.

**Building Owners of Elevators and Lifts must:** 

- 2. Submit both the condition reports and license application with fees for renewal of elevator license.
- 3. Report all accidents resulting in injury and elevator free falls within 24 hours.
- Ensure maintenance contracts are in place with registered contractors and all work is conducted by a licensed contractor registered with Technical Safety.
- 5. Make sure changes in weight and material have the oversight of the service provider to ensure compliance with safety code requirements; elevator cab alterations are considered major and regulated under the Elevators and Lifts General Regulations.

## Elevators and Lifts Maintenance Contractors and Consultants must:

- Report all incidents causing injury to Technical Safety.
- 2. Ensure all work and visits performed are recorded in the onsite logbook.
- Ensure new product information, manuals, and testing procedures are submitted to Technical Safety.
- 4. Include the Nova Scotia Installation Number (NSIN) assigned to the device on inspection requests.
- 5. Supply a copy of the condition report to the owner, as a requirement to renew the elevating device licence.

This is not a complete list of responsibilities and requirements for owners, contractors, and consultants.

