

Frequently Asked Questions about Lifts

1. What are the Lifts Regulations and the Inspection of Lifts Regulations?

The Lifts Regulations and the Inspection of Lifts Regulations are legal requirements that govern the safety, maintenance, and inspection of passenger lifts. The Lifts Regulations set out the standards for design, installation, and safety of new lifts (installed after July 2002). The Inspection of Lifts Regulations detail the rules for regular inspections and maintenance to ensure that lifts remain safe for use. Together, these regulations ensure that lifts in workplaces, condominiums, and domestic residences are properly maintained and compliant with safety standards.

2. When did these regulations come into force?

The Lifts Regulations came into effect in July 2002, whilst the Inspection of Lifts Regulations came into effect in August 2007.

3. Do these regulations apply to all lifts?

The Lifts Regulations apply to specific types of lifts with a travel speed greater than 0.15 m/s that permanently serving buildings. This includes lifts intended for the transport of persons, persons and goods, and accessible goods lifts. The regulations also cover safety components used in these lifts. The Inspection of Lifts Regulations, on the other hand, apply to both new and existing lifts to ensure ongoing safety and compliance. The regulations focus on the requirements for regular inspections, maintenance, and safety checks.

4. What is a "responsible person" in relation to a lift?

A responsible person can be:

- The occupier or owner of the premises.
- The appointed administrator in a condominium.
- The employer in a workplace.

5. What are the obligations of a responsible person regarding lift safety and compliance? The obligations of a responsible person regarding lift safety and compliance include:

- Notify the Authority: Complete the [Application Form for the Change of Responsible Person\(s\)](#) if you are a new responsible person replacing a previous one. In this case, the form must be completed by both parties.

- Regular Maintenance: Arrange for regular preventive inspections by the Authorised Conformity Assessment Body and maintenance of the lift by a qualified maintenance provider.
- Keep Documentation: Request the safety file from the previous responsible person. This file should include the EU Declaration of Conformity, technical documentation, inspection reports, maintenance records, and any relevant certificates.
- Ensure Proper Registration: Ensure the lift is registered with the MCAA, keep registration details up to date, and ensure that the registration number is visibly displayed in the lift cabin.
- Address Issues Promptly: Act on any defects or non-compliance issues identified during inspections or reported by the maintenance service. Ensure timely repairs or adjustments are made.
- Monitor Safety Systems: Verify that emergency alarm systems call the rescue service and other safety features are functioning correctly. Conduct periodic tests calls and maintenance.
- Report to Authorities: Notify MCAA of any serious safety issues or if the lift fails an inspection immediately.
- Training and Information: Ensure that users are informed about lift safety procedures and that the lift is used in accordance with the manufacturer's instructions and safety guidelines.

6. What is an Authorised Conformity Assessment Body (ACAB)?

An ACAB is a third-party and accredited body responsible for conducting periodic inspections and assessments to ensure that lifts comply with safety regulations. ACABs carry out thorough examinations and preventive inspections, and issue inspection reports, to confirm that lifts meet the required safety standards.

7. What does a thorough examination of a lift involve?

A thorough examination is a legal requirement that involves a systematic and detailed inspection conducted by an Authorised Conformity Assessment Body (ACAB) to ensure the lift's safety. This process includes a risk analysis and consideration of specific safety aspects and conditions of use. During the inspection, the ACAB is assisted by a technical person who operates the lift as needed. After the inspection, the ACAB issues

a report detailing any items that need rectification within a specific period (if any), safety upgrades (modernisation) and places a sticker inside the lift cabin indicating the month and year of the next preventive inspection. After the inspection, the ACAB will attach a sticker inside the lift cabin indicating the month and year of the next preventive inspection. The cost of a thorough examination varies, as it is not fixed and differs between bodies.

8. How often should a lift be thoroughly examined?

- Workplace lifts: Every 6 years.
- Non-workplace lifts: Every 10 years.
- Additional examinations are required after accidents, significant modifications, or exceptional circumstances.

9. What is a preventive inspection? A preventive inspection is a legal requirement involving regular checks to ensure that the lift's safety features are functioning correctly and to detect any defects. These inspections are conducted by an Authorised Conformity Assessment Body (ACAB) at intervals specified in the regulations. During the inspection, the ACAB is assisted by a technical person who operates the lift as needed. After the inspection, the ACAB issues a report detailing any items that need rectification within a specific period (if any) and places a sticker inside the lift cabin indicating the month and year of the next preventive inspection. The cost of a preventive inspection varies and is not fixed, differing between bodies.

10. How often should preventive inspections be carried out on lifts?

- Workplace lifts: Every 6 months.
- Non-workplace lifts: Every 1 year.

11. Once I receive the inspection report from the ACAB following the thorough examination or preventive inspection, what should I do? After receiving the inspection report:

- Review the Report: Understand any findings or recommendations.
- Address Deficiencies: Immediately correct any issues noted within the stipulated timeframe by the ACAB.
- Update Records: Include the report in the lift's safety file.
- Submit to MCCA: Send a copy to MCCA by post or email at info.mccaa@mccaa.org.mt

- Prepare for Follow-ups: Ensure the lift is ready for any future inspections or maintenance

12. What is modernisation of a lift? Modernisation refers to upgrades made to a lift to enhance its safety and functionality. This process is carried out by an ACAB during a thorough examination in accordance with a specific lift standard based on a risk assessment. The upgrades may involve changes to control systems, the introduction of new safety features, or the replacement of critical components. Depending on the associated risks, these upgrades may need to be implemented over a specified period.

13. What happens if a lift fails an inspection? If a lift is found to pose a serious risk during an inspection, the ACAB will forbid its use until necessary repairs or maintenance are completed. The responsible person must notify the appropriate authority within two working days.

14. I am conducting regular maintenance in accordance with the maintenance agreement. Is this sufficient?

Regular maintenance is essential but not sufficient on its own. You must also ensure the lift undergoes thorough examinations and preventive inspections as required by the regulations. These inspections, conducted by an Authorised Conformity Assessment Body (ACAB), are necessary to verify compliance with safety standards and address any potential risks. Regular maintenance and these inspections together help ensure the lift's safety and compliance.

15. What information must be marked on every lift? Each lift must be clearly marked with:

- The installer's name and address.
- CE marking (for new lifts) and four-digit number of the notified body.
- Designation of series or type.
- Serial number.
- Year of construction.
- Rated load in kilograms.
- Maximum number of passengers.

16. What information should be displayed inside the lift car? The lift car must display:

- Lift Registration Number issued by MCCA
- Contact details for the responsible person in case of problems

- Date of the last and next preventive inspection.
- Any other relevant instructions, for example how to operate the emergency alarm system

17. How should lifts be registered?

- New lifts: Registration is carried out online by the installer using the online form at the following [MCCAA Lifts Webpage](#). The registration fee is 10 euros.
- Existing lifts: Registration is carried out online by the responsible person using the online form at the following [MCCAA Lifts Webpage](#). The registration fee is 10 euros.

18. What should I do if I purchase a lift and find it is not in compliance with the regulations? If you find that a lift you have purchased is not in compliance, you should:

- Contact the Lift Installer: They are responsible for ensuring the lift meets all regulatory requirements and should address any issues of non-compliance.
- Request Documentation: Ensure you have all necessary documentation, including the CE marking and four-digit number of notified body marked in the cabin, and the installer's declaration of conformity, and instructions manual.
- Report to the Authority: If unresolved, report the non-compliance to the MCCAA.
- Seek Assistance from an ACAB: Engage an ACAB for an independent assessment.
- Take Legal Action if Necessary: Consider seeking legal advice if the issue remains unresolved.

19. What is the difference between certification and registration of lifts?

Certification: This refers to the formal process by which a lift is assessed by a Lifts Notified Body to ensure it meets the essential health and safety requirements outlined in the Lifts Regulations. Certification involves a thorough assessment and results in the issuance of a certificate. The installer should then proceed to mark the lift with the CE marking and notified body's four-digit number, sign the EU Declaration of Conformity, which confirms that the lift complies with Lifts Directive and EU applicable standards. This process ensures that the lift is fit for use and meets all regulatory requirements. Only after completing this process can the lift installer switch on the lift and put it into service.

Registration: This is the administrative process of officially registering the lift with MCCAA. Registration involves documenting the lift's details and ensuring that it is recorded in a registry, but it does not involve safety assessments that certification does.

20. What records need to be kept for each lift? The responsible person must maintain a safety file that includes:

- EU declaration of conformity.
- Instruction manuals
- Maintenance, inspection, repair, and periodic check documentation.
- Certificate of registration.
- Reports of thorough examinations and preventive inspections.
- Records of all upgrades and repairs.
- Pin codes to access the control panel

21. What essential health and safety requirements? To ensure that your newly installed lift complies with regulations and meets essential health and safety requirements, follow these steps:

- CE Marking: Ensure the lift has the CE marking, indicating compliance with EU regulations.
- Technical Documentation: Request and review the technical documentation from the installer.
- EU Declaration of Conformity: Check that the lift is accompanied by an EU Declaration of Conformity.
- Instruction Manual: Ensure it comes with an instruction manual in Maltese or English.
- If in doubt of safety: Contact an [Authorised Conformity Assessment Body \(ACAB\)](#) to examine the lift to verify compliance.

22. What provisions are there for emergency situations in lifts, such as alarms or evacuation of trapped persons?

Lifts must be equipped with an emergency alarm system to alert the responsible person, building management, or emergency rescue services if passengers become trapped. This system typically includes an emergency button that, when activated, contacts the rescue service via an auto-dialler. Additionally, the lift cabin must be equipped with emergency lighting, and both the alarm and lighting systems should operate using an emergency power supply.

Some lifts feature automatic evacuation devices that can level the lift car to the nearest landing and open the landing doors if necessary. For the evacuation of trapped persons, lifts must have a procedure that adheres to safety regulations. This usually involves trained

rescue personnel who can evacuate passengers from the outside. Regular maintenance and testing of the emergency alarm system, including conducting test calls, are essential to ensure it operates correctly in an emergency. The responsible person may request the lift installer training to evacuate the trapped passenger/s from the lift in case of an emergency.

23. What steps should I take if I find defects or non-compliance issues with my lift? If

you discover defects or non-compliance:

- Contact the Installer and/or maintenance: Inform them immediately.
- Request Repairs or Adjustments: Ask for corrective measures.
- Report to Authorities: If unresolved, contact the Technical Regulations Division within the Malta Competition and Consumer Affairs Authority.
- Seek Professional Advice: Contact an [ACAB](#) for an independent assessment.

20. What are my rights if the lift is defective within the guarantee period? As a consumer, you have the right to:

- Repair and Replacement: Have the lift repaired and any defective parts replaced.
- Report Issues: Report any issues to the Office for Consumer Affairs.

24. What is the legal guarantee period?

- The legal guarantee period is two years for manufacturer defects. However, the lift installer may offer an additional commercial guarantee, depending on their policy.

25. What should I do if I have concerns about the safety of my lift? If you have safety concerns:

- Immediate Inspection: Have the lift inspected by an [ACAB](#)
- Contact the Installer: Inform them and request an immediate review.
- Report to Authorities: If issues are not resolved, report to the TRD, MCCA
- Follow Safety Instructions: Adhere to any provided safety instructions.

26. What are the responsibilities of the lift installer regarding compliance? The installer must:

- **Ensure Compliance:** Before a lift is switched on and commissioned, a lift notified body must be engaged to carry out a conformity assessment procedure in accordance with the Lifts Regulations.
- **Address Non-Compliance:** Rectify snags if a lift is found to be non-compliant.
- **Conformity Assessment Certificate:** Once the lift successfully passes the assessment, the lift notified body issues a conformity assessment certificate.

- **CE marking and EU Declaration of Conformity:** Draw up and sign the EU Declaration of Conformity and ensure the lift bears the CE marking followed by the four-digit number of the notified body.
- **Registration:** Register the lift online with the MCCA, and a registration number will be provided automatically for that lift.
- **Provide certificates and instructions:** Provide the lift owner with all the necessary certificates, instructions, and demonstration about the evacuation of trapped passengers.
- **Maintain Records:** Keep documentation for at least 10 years.

27. What should I check in a lift to ensure it meets safety standards?

- **Markings and Identification:** Verify all markings on the name/data plate near the lift cabin control panel, including the most recent label from the ACAB for periodic inspection.
- **CE Marking:** Ensure the lift has the CE marking and the four-digit number of the notified body, confirming compliance with EU safety standards.
- **EU Declaration of Conformity:** Check that it includes an EU Declaration of Conformity, affirming compliance with essential health and safety requirements.
- **Documentation:** Make sure all documentation is available in at least the Maltese or English language.
- **MCCA Registration Number:** Confirm the lift's MCCA Registration Number online in the list of registered lifts or call 23952000 for assistance.
- **Emergency Alarm System:** Regularly perform a test call using the emergency alarm system (yellow bell button) to verify that the rescue service responds.
- **Emergency Power Supply:** During a power outage, both the emergency alarm system and emergency lighting should function using an emergency power supply. Ensure this power supply is regularly tested and kept charged.

28. What should I do if I notice a potential safety issue with a lift? If you notice a safety issue:

- **Report to Maintenance:** Notify the lift's maintenance provider and responsible person.
- **Inform Authorities:** Report the issue to MCCA on 23952000.

29. Can I rely on the CE marking for lift safety? The CE marking indicates that the lift and its components meet EU safety standards (new lifts). However, ensure it is correctly applied and accompanied by proper documentation. If in doubt, consult with the MCCA on 23952000.

- 30. What are my rights if a lift is found to be non-compliant with safety standards?** If a lift is non-compliant:
- Corrective Actions: Authorities will require fixes with a particular timeframe and switching off the lift.
 - Reporting: You have the right to report concerns and expect resolutions.
- 31. What information should I keep regarding the lift and its components?** Keep:
- CE Marking and EU Declaration of Conformity (new lifts).
 - Documentation on maintenance or repairs.
- 32. What should I do if I am unsure about the safety of a lift in a public or private building?** Report concerns to building management or the entity responsible for maintenance. You may also contact MCCA on 23952000 for assistance.
- 33. What should I do if I suspect a lift in my building is not compliant with safety regulations?** Check for CE marking and four-digit number of the notified body (new lifts) or check whether the lift is registered with MCCA. Report concerns to building management or the lift maintenance company. If the issue remains unresolved, contact the Technical Regulations Division within the MCCA on 23952000 for assistance.
- 34. What happens if a non-compliant lift is withdrawn from the market?** The lift will be removed from service or repaired within the stipulated time frame.
- 35. Can I still use a lift if there is a provisional measure in place while it is being evaluated?** Follow guidance from the Technical Regulations Division and responsible person. You may be advised to avoid using the lift until the evaluation is complete.
- 36. What if the lift manufacturer or installer does not take corrective action?** Report to the Technical Regulations Division, which may enforce compliance through legal action or withdrawal of the lift.
- 37. How can I verify if a lift has the necessary CE marking and documentation?** Check for the CE mark in the lift cabin and EU Declaration of Conformity. Contact building management or the Technical Regulations Division if needed.
- 38. What are the potential risks if a lift does not meet safety regulations?** Risks include mechanical failures or electrical hazards that could lead to accidents or injuries. Report any issues immediately to ensure safety.
- 39. How can I stay informed about safety issues related to lifts in my area?** Follow updates from the Technical Regulations Division, European Commission, and local authorities for information on safety measures and non-compliant products.