

GUIDELINES ON SAFETY USE OF LIFTS



WHILE BOARDING LIFTS

- To ensure that the lift run smoothly, **PRESS** the button for the floor required only.
- OBEY** the load weight (maximum number of passengers) stated in the lift car. If the lift is full, wait for the next lift.
- The alarm will **SOUND** when overloading is detected and will only stop once the last user has exited the lift car. The lift will only move when the load has decreased.
- BE CAREFUL** on entering the lift in case the lift floor is not level with the landing floor.
- Children must be **ACCOMPANIED** by adults.



WHILE RIDING LIFTS

- BEHAVE** while in the lift. Jumping and playing in the lift may activate the safety device and cause the lift to stop. Use the lift wisely, courteously and safely.
- STAY CLEAR** of lift doors, especially when the doors are opening or closing.
- BE CAREFUL** not to touch or lean against the lift doors. Your hand or arm may be caught, resulting in injury when the doors open.
- To avoid affecting the operation of the lift, **DO NOT** press lift buttons mischievously.
- To avoid causing any damage to the lift button, **DO NOT** press with any sharp objects but your fingers.



WHILE EXITING LIFTS

- EXIT** immediately at your floor - do not wait for others behind you.
- DO NOT** push people in front of you when exiting the lift.
- BE CAREFUL** on exiting the lift in case the lift floor is not level with the landing floor.

DON'TS

- DO NOT** exceed the permitted load weight. Large and heavy loads may damage the lift.
- DO NOT** obstruct movement of the lift doors and damage other equipment in the lift car.
- DO NOT** use the lift in the case of fire. Use the stairs instead.
- DO NOT** play with the emergency stop button.
- DO NOT** smoke in the lift car.
- DO NOT** allow children to play around the lift lobby area and lean against the doors as it could lead to serious accidents if the doors were to open.



IN CASE OF AN EMERGENCY

- When **TRAPPED** inside the lift, keep calm and summon for help by using the alarm bell and intercom.
- DO NOT** attempt to leave the lift car by forcing the doors open.
- It is **SAFER** to stay inside the lift.
- DO NOT** attempt to rescue the trapped passengers when the lift breaks down unless you are trained.

