



OFFICE OF THE GOVERNOR

KAY IVEY
GOVERNOR

STATE OF ALABAMA

DEPARTMENT OF LABOR

FITZGERALD WASHINGTON
SECRETARY OF LABOR

March 24, 2023

MEMORANDUM

TO: Elevator Contractors/Elevator Inspectors/Elevator Inspection Companies

FROM: Edward Wiggins, Director/Chief Inspector
Inspections Division: Elevators/Boilers

SUBJECT: Elevator Incident Notification

In the past few months, there have been several incidents resulting in personal injury on conveyances in Alabama. These incidents have failed to be reported according to the Elevator Rules. They have eventually been reported by the Elevator Contractors from 3 days to 2 weeks after the incident occurred. The Elevator Contractors notified this office the unit was inspected by the mechanic and returned to service prior to being inspected by the State. This is unacceptable and could result in the issuance of fines and/or suspension of licenses. Please take the time to instruct your customers of the requirements regarding incidents.

This office will also send notices to the owners along with the certificate to prevent this from happening and ensure compliance with the Rules.

480-8-2-.06 Notification Of Incident.

- (1) When an incident occurs on a conveyance resulting in a personal injury, the owner or lessee shall notify the Chief Inspector within 24 hours by submitting a detailed report of the incident. In the event the incident occurs during a weekend, notification shall be made on the first business day thereafter.
- (2) In the event of a personal injury requiring immediate transport to a medical facility, notice shall be given by telephone or email within four (4) hours, and neither the conveyance, nor any part thereof, shall be removed or disturbed before permission to do so has been given by the Chief Inspector, except for the purpose of saving human life and limiting consequential damage.
- (3) An inspection shall be made as a result of an incident and the inspector will inform the owner or lessee of the requirements set forth in paragraph (1).

If there are any questions or comments, please contact me:

Edward.Wiggins@labor.alabama.gov