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CITY OF  
NEW YORK

DEPARTMENT OF BUILDINGS

MEMO FROM THE COMMISSIONER

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The Administrative Code of the City of New York, §27-106 vests jurisdiction in the Commissioner of Buildings to regulate the installation, operation and use of all elevator equipment, including the use of elevator equipment in emergency situations. The requirements for Phase II Emergency In-Car Operations/Firemen's Service are set forth within Reference Standard 18-1, Rule 211.3a (2) (b) (6) of the Building Code, enacted August 10, 1982. It has been brought to the Department's attention, that the referenced Rule has had different interpretations with respect to the requirement for a "hold" position on the Firemen's Service switch in each elevator cab.

Elevators with Phase II Emergency In-Car Operations/Firemen's Service, installed or altered pursuant to an elevator permit issued prior to November 17, 1989 and completed within two years of the permit issuance date shall not be required to retrofit in order to provide a "hold" position on the Emergency In-Car Operating Switch, however, the permittee can elect to provide a hold position. All subsequent elevator applications for these elevators which propose the installation, alteration or change of a controller, elevator cab, elevator machinery or any other work, the cost of which exceeds \$10,000 per cab over a twelve month period, shall comply with the requirements of law and provide a hold position by means of either a two position or three position switch, and designate the hold position by engraving or permanently affixing a label to the operating panel of the elevator cab. In addition, where not all of the cars are equipped with a hold position, the lobby entrance to an elevator car that has a hold position shall be marked for easy identification.

All other elevators shall comply with the requirements of law in effect at the time of approval. Where not all of the cars are equipped with a hold position, the lobby entrance to those elevator cars having a hold position shall be marked for easy identification.

