

**WEST VIRGINIA
SECRETARY OF STATE
NATALIE E. TENNANT
ADMINISTRATIVE LAW DIVISION**

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SECRETARY OF STATE

Form #4

NOTICE OF RULE MODIFICATION OF A PROPOSED RULE

AGENCY: Division of Labor TITLE NUMBER: 42

CITE AUTHORITY: W. Va. Code 21-3C-6(a), 21-3C-10 and 21-3C-11

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 21

TITLE OF RULE BEING AMENDED: Elevator Safety Act

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

THE ABOVE PROPOSED LEGISLATIVE RULES, FOLLOWING REVIEW BY THE LEGISLATIVE RULE MAKING REVIEW COMMITTEE, IS HEREBY MODIFIED AS A RESULT OF REVIEW AND COMMENT BY THE LEGISLATIVE RULE MAKING REVIEW COMMITTEE. THE ATTACHED MODIFICATIONS ARE FILED WITH THE SECRETARY OF STATE.



Authorized Signature

TITLE 42
LEGISLATIVE RULE
WEST VIRGINIA DIVISION OF LABOR

2019 SEP 23 PM 2:41

SERIES 21
ELEVATOR SAFETY ACT

OFFICE OF THE
SECRETARY OF STATE

§42-21-1. General.

1.1. Scope. -- This legislative rule governs the competency and certification of inspectors, certification of inspectors, the registration and inspection of elevators, inspection of elevators, the issuance of Certificate certificates of operation, fees, permits for repair, enforcement and penalties.

1.2. Authority. -- W. Va. Code ~~§21-3C-11~~: §§ 21-3C-6(a), 10 and 11(a).

1.3. Filing Date. -- ~~May 8, 2009~~.

1.4. Effective Date. -- ~~June 1, 2009~~.

§42-21-2. Application and Enforcement.

2.1. Application. This legislative rule governs all persons, firms, corporations, government entities, materials and transactions covered by the provisions of W. Va. Code §21-3C-1, *et seq.*

2.2. Enforcement. The enforcement of this legislative rule is vested with the West Virginia Division of Labor or its designated representatives as authorized by W. Va. Code ~~§21-3C-11(d)~~ § 21-3C-1, et seq.

§42-21-3. Definitions.

3.1. ~~"Certificate of acceptance" means a certificate issued by the division of labor certifying that a newly installed elevator has been inspected and was found to be installed in compliance with the safety standards set forth in the American Society of Mechanical Engineers (ASME) Code A17.1, "Safety Code for Elevators" and ASME Code A18.1, "Safety Code for Platform Lifts and Stairway Chair-lifts".~~

3.2. ~~"Certificate of competency" means a certificate issued by the division of labor certifying that an individual is qualified to inspect elevators.~~

3.3. ~~"Certificate of operation" means a certificate issued by the Division of labor certifying that an elevator has been inspected and determined safe for operation, thus authorizing its operation. The "certificate of operation" shall be conspicuously posted on the elevator at all times.~~

~~3.4. "Division" means the Division of Labor.~~

~~3.5. "Elevator" means all the machinery, construction, apparatus and equipment used in raising and lowering a car, cage or platform vertically between permanent rails or guides and includes all elevators, power dumbwaiters, escalators, gravity elevators and other lifting or lowering apparatus permanently installed between rails or guides, but does not include hand-operated dumbwaiters, man-lifts or the platform type with a platform area not exceeding nine hundred square inches, construction hoists or other similar temporary lifting or lowering apparatus.~~

~~3.6. "Freight elevator" means an elevator used for carrying freight and on which only the operator, by the permission of the employer, is allowed to ride.~~

3.1. "ASME" refers to the American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990.

3.2. "Imminent danger" or "unsafe condition" refers to an elevator's condition that presents a risk of immediate or excessive danger, serious injury or death to passengers or elevator maintenance personnel.

~~3.7. 3.3. "Inspector" means both a ~~division~~ Division inspector and a private inspector who holds a certificate of competency issued by the Division and is ~~thereby~~ qualified to conduct safety inspections on elevators.~~

3.4. "To seal out of service" or "sealed out of service" means that an elevator has been made inoperable by removal of the disconnect and the placement of a seal securing the elevator's electrical box.

~~3.8. "Passenger elevator" means an elevator that is designed to carry persons to its contract capacity;~~

§ 42-21-4. Adoption of Standards.

The following American Society of Mechanical Engineers (ASME) standards are incorporated by reference:

4.1. ASME Code A17.1 - 2009, "Safety Code for Elevators and Escalators," effective June 30, 2010;

4.2. ASME Code 17.2 - 2007, "Guide for Inspection of Elevators and Escalators," effective October 5, 2007;

4.3. ASME Code 17.3 - 2008, "Safety Code for Existing Elevators and Escalators," effective July 9, 2009; and

4.4. ASME Code A18.1, "Safety Code for Platform Lifts and Stairway Chairlifts," published on August 28, 2008.

§42-21-4 5. Registration of Elevators.

~~4.1. Registration. The owner or operator of any elevator shall register with the Division every elevator operated by him or her with the Division, providing all required information required by the Division. The registration shall be made on a form designed and furnished by the Division. The division may forward a list of registered elevators to the county or municipality in which the elevators are located.~~

~~4.2. Exemptions. The registration requirement is not applicable to elevators located within any single-family residential dwelling. Also, the requirement is not applicable to elevators or similar devices used by mining or industrial operations where the elevators are not available to the general public and are covered by employee safety and health enforcement activities of the Occupational Safety and Health Administration and the Mining Safety and Health Administration, both agencies of the U.S. Department of Labor.~~

§42-21-5 6. Certificate of Operation Required; Annual Renewal; Revocation.

~~5.1. 6.1. Certificate of operation. Unless exempt pursuant to W. Va. Code § 21-3C-1, et seq., No an elevator may not be operated in this state except those exempted by subsection 4.2 of this rule, without a valid certificate of operation. The Division shall not issue a certificate of operation until the elevator has been inspected and certified safe for operation by an inspector who holds a certificate of competency issued by the Division. The fee for a certificate of operation is fifty dollars (\$50) for an initial certificate and fifty dollars (\$50) for each subsequent renewal. The fee shall be paid directly to the Division. A certificate of operation is valid for twelve (12) months from the date of issue. The owner or operator of an elevator shall apply for a certificate of operation on a form provided by the Division and shall remit the appropriate fee.~~

~~6.1.1. The owner or operator of an elevator shall apply for a certificate of operation on a form provided by the Division and shall remit the \$50.00 application fee.~~

~~6.1.2. The Division shall not issue a certificate of operation until the elevator has been inspected and certified safe for operation by an inspector who holds a valid certificate of competency issued by the Division.~~

~~6.1.3. A certificate of operation is valid for 12 months from the date of issuance.~~

~~5.2. 6.2. Renewal. Every certificate to operate of operation shall be renewed on or before its expiration date. The renewal fee is fifty dollars (\$50). The owner or operator of the elevator shall apply for renewal on a form furnished by the Division and shall remit the appropriate renewal fee. The Division shall not issue a certificate of operation until the elevator has been inspected and found~~

safe for operation by an inspector who holds a certificate of competency issued by the division.

6.2.1. The owner or operator of the elevator shall apply for renewal on a form provided by the Division and shall remit the \$50.00 renewal fee.

6.2.2 The Division shall not renew a certificate of operation until the elevator has been inspected and found safe for operation by an inspector who holds a valid certificate of competency issued by the Division.

6.2.3. A renewed certificate of operation is valid for 12 months from the date of issue.

~~5.3:~~ 6.3. Revocation of a certificate to operate of operation. A certificate to operate of operation may shall be revoked by the Division for any of the following reasons:

~~5.3.a:~~ 6.3.1. any condition which presents an imminent danger;

~~5.3.b:~~ 6.3.2. the failure of an owner or operator to comply with any safety hazard abatement order issued by the Division; the removal of the seal that seals an elevator out of service;

~~5.3.c:~~ the violation of a barricade order issued by the Division or by an inspector certified for competency by the Division;

~~5.3.d:~~ 6.3.3. the submission of any information or statements to the Division which are known by the person submitting the information to be false or misleading in a material respect;

~~5.3.e:~~ 6.3.4. the failure or refusal by the owner or operator of an elevator to permit the Division or its inspectors access to or to copy records, or the failure to make required reports or to provide information, or the failure or refusal to permit entry or inspection as required by this rule; or

~~5.3.f:~~ 6.3.5. the failure to pay any fee required by law or this rule.

§42-21-6 7. Inspection; Reports; Fees.

~~6.t.~~ 7.1. Inspection required. As required by ~~sub-section 5.1 of W. Va. Code § 21-3C-1, et seq., and~~ this rule, elevators must be inspected for safety and certified safe for operation by an inspector who has been certified for competency by the Division. ~~Provided however, a private inspector may not inspect repairs or routine maintenance work performed by the inspector, the inspector's employer or another employee of the inspector's employer. The Division and its certified inspectors or employees may enter into any state owned establishment in which there is located an elevator covered by this rule for the purpose of inspecting the elevator for safety. The inspection may occur, announced or unannounced, at any time between the hours of 8:00 a.m. and 5:00 p.m.;~~

Monday through Friday, or at any other reasonable times considered necessary by the Division in the exercise of its duties.

7.1.1. A private inspector shall not inspect repairs or routine maintenance work performed by the inspector, an employee of the inspector, the inspector's employer or another employee of the inspector's employer.

7.1.2. The Division and its certified inspectors or employees may enter into any establishment in which an elevator is located for the purpose of inspecting the elevator for safety.

7.1.3. An announced or unannounced inspection may occur at any time between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, or at any other reasonable time considered necessary by the Division in the exercise of its duties.

~~6.2. Safety Standards. The American Society of Mechanical Engineers (ASME) Code A17.1, "Safety Code for Elevators and Escalators" and ASME Code A18.1, "Safety Code for Platform Lifts and Stairway Chair-lifts", are hereby incorporated by reference. This rule shall serve to regulate the safety of elevators and escalators in this state. Every passenger elevator shall be equipped, maintained and operated in accordance with the ASME Code A17.1 and ASME Code A18.1.~~

~~6.3: 7.2. Inspection Report. Every inspector shall prepare a report of inspection on a form approved by the division Division, showing the true and exact condition of each elevator inspected. The inspector shall leave a copy of the report at the elevator on the day of inspection. The inspector shall forward a copy of the report of inspection to the Division and make a copy of the report available to the county or municipality in which the elevator is located. The inspector's recommendations shall be included in the inspection report if the elevator requires changes or repairs to make it safe to operate. A copy of the report as approved by the Division shall be submitted to the owner or operator of the elevator. Unless the findings in the report are appealed, the owner or operator of the elevator shall make the required changes or repairs before a certificate of operation is issued. The owner or operator of an elevator may appeal the findings of a report of inspection by making application to the Division for a hearing. An application for a hearing must be filed within twenty (20) days of the receipt of the report of inspection. The Division shall conduct hearings in accordance with the requirements of W. Va. Code §29A-5-1, et seq, State Administrative Procedures Act-Contested Cases.~~

7.2.1. The inspector shall leave a copy of the report with the elevator owner or his or her representative on the day of inspection and shall forward a copy of the report of inspection to the Division

7.2.2. If the inspector determines that changes or repairs to the elevator are required in order to make it safe to operate, the inspector shall include his or her recommendations in the inspection report.

~~6.4. 7.3. Inspection Fees. The fee for the inspection of an elevator by the division is one hundred dollars (\$100) for any one inspection. Provided, That in buildings with more than one elevator, the fee is one hundred dollars (\$100) for the first elevator inspected and twenty-five dollars (\$25) for each additional elevator. In situations where changes or repairs are required prior to the issuance of a certificate of operation, no inspection fee will be charged for the first follow-up inspection. However, if subsequent follow-up inspections are required because of the failure to make proper repairs or changes, inspection fees shall be charged at the same level as for an original inspection for each subsequent follow-up inspection. The failure to pay the required inspection fee is sufficient grounds for the Division to withhold the issuance of a certificate of operation.~~

7.3.1. The fee for the inspection of each elevator by the Division is \$100.00.

7.3.2. The Division's fee for the inspection of more than one elevator in a building is \$100.00 for the first elevator inspected and \$25.00 for each additional elevator inspected.

7.3.3. If changes or repairs are required prior to the issuance of a certificate of operation, an inspection fee will not be charged by the Division for the first follow-up inspection.

7.3.4. If subsequent follow-up inspections are required because of the owner's or operator's failure to make the required repairs or changes, Division inspection fees shall be charged at the same rates set forth in subdivisions 7.3.1 and 7.3.2 of this rule for each subsequent follow-up inspection.

7.3.5. The failure to pay the required inspection fee is sufficient grounds for the Division to withhold the issuance of a certificate of operation.

~~6.5. Enforcement; defective machinery. The Division or certified inspectors may remove from service, any elevator which is found to be unsafe for passenger use:~~

~~6.5.a. Notice of unsafe condition. If, during the course of an inspection, the Division or inspector finds that a passenger elevator or any part of the elevator cannot be operated safely, the Division or inspector shall contact the owner or operator in writing stating the deficiencies and recommended repairs or changes. The Division or inspector shall post a notice upon the elevator prohibiting further use. The notice shall contain a statement that operators or passengers are subject to injury by the use of the elevator. Further, the notice shall describe the repairs or changes necessary to be made in order to secure safe operation, the date of the notice, and the name and signature of the inspector issuing the notice.~~

~~6.5.b. Condemnation. If an inspector finds a passenger elevator to be so unsafe that it presents imminent danger of death or physical injury, the inspector shall seal the elevator out of service and post a hazard notice on the elevator, as described in sub-section 6.5.a of this rule. The Division shall be notified immediately as to the location and condition of the elevator. Any passenger elevator, once sealed, may not be operated except for the purpose of making repairs as prescribed by~~

~~the Division. To seal an elevator is to render it mechanically inoperable and to erect a barricade sufficient to deter physical access to the elevator. No seal, notice or barricade placed on or around an elevator in accordance with the provisions of this rule may be removed, obstructed or in any way altered without the written consent of the Division.~~

~~6.6. Permits for removal or repair. Before any existing elevator is removed to a different location, the owner or operator shall submit an application of specifications to the Division on forms provided by the Division. A copy of the complete installation plan shall be submitted with the application. Also, any proposed repairs or changes by the owner or operator of an elevator which alter the construction or classification, grade or rated lifting capacity of an elevator shall require a permit, except where the alterations are recommended in an inspection report prepared by an inspector. Upon approval of the application and installation plans, the Division shall issue a permit for the installation or repair of the elevator. No elevator being removed and re-installed or repaired may be operated until its completion, in accordance with the approved plans and specifications.~~

§ 42-21-8. Unsafe Condition or Imminent Danger; Notice.

8.1. The Division or a certified inspector shall seal out of service any elevator that is found to be unsafe or poses a risk of imminent danger.

8.2. Notice of unsafe condition or imminent danger. If during the course of an inspection, the Division or a certified inspector finds that a passenger elevator or any part of the elevator cannot be operated safely or poses a risk of imminent danger, the Division or inspector shall immediately notify the owner or elevator operator in writing, stating the deficiencies and the required repairs or changes needed.

8.3. A certified inspector shall notify the Division immediately as to the location and condition of the sealed elevator.

8.4. Once sealed out of service, a passenger elevator shall not be operated except for the purpose of making the repairs required by the Division.

8.5. A seal placed on an elevator's electric box in accordance with the provisions of W. Va. Code § 21-3C-1, et seq., or this rule shall not be removed, obstructed or in any way altered without the written consent of the Division.

8.6. When the required repairs have been made to an elevator that has been sealed out of service, the Division or a certified inspector shall perform a complete inspection and safety test before the elevator can be placed back into service.

§42-21-7 9.—Competency of Inspectors Inspectors; application; certificate of competency.

7.†. 9.1. Certificate of Competency. No person may serve as a elevator inspector unless he

or she holds a certificate of competency issued by the Division.

~~7.2.~~ 9.2. Application required. Any person desiring to obtain a certificate of competency from the Division shall submit a written application accompanied by a ~~ten dollar (\$10)~~ \$10.00 processing fee, upon a form ~~designed and~~ furnished by the Division. The applicant shall provide all information requested on the form and any failure to provide the information shall cause the application to be rejected. The applicant shall also submit the following:

~~7.2.a.~~ 9.2.1. A letter from one or more previous employers concerning his or her character and experience;

~~7.2.b.~~ 9.2.2. Proof that the applicant is at least ~~twenty-one~~ 21 years of age; and

~~7.2.c.~~ 9.2.3. A copy of the applicant's successful test scores on the examination required by the Division or a copy of the applicant's Qualified Elevator Inspector (QEI) certificate issued by an organization accredited by the American Society of Mechanical Engineers to certify Qualified Elevator Inspectors.

~~7.3. Suspension or revocation of certificates. A certificate of competency may be suspended or revoked by the Division if the inspector is found to be incompetent or untrustworthy. Any willfully submitted false statement contained in an inspection report is grounds for suspension of the certificate of competency.~~

§42-21-8 10. ~~Powers and Duties of~~ Work-Sharing Agreement Between the Division and Counties and Municipalities.

~~8.1.~~ 10.1. Work-sharing agreements with the Division. The Division may enter into a work-sharing agreement with any county or municipality whereby the county or municipality would, under the supervision of the Division, assume the inspection and enforcement provisions of W. Va. Code §21-3C-1, *et seq.* ~~Under an agreement, the county or municipality will insure:~~

10.2. A work-sharing agreement shall be executed on a form provided by the Division and approved by the Office of the Attorney General.

10.3. With the approval of the Division, counties and municipalities may combine their jurisdictions into a single work-sharing agreement.

10.4. A work-sharing agreement shall include the following provisions:

~~8.1.a.~~ 10.4.1. that all elevators covered under the provisions of W. Va. Code §21-3C-1, *et seq.*, within the county or municipality are inspected annually for safety;

~~8.1.b.~~ 10.4.2. that no elevator covered by W. Va. Code §21-3C-1, *et seq.*, shall be

permitted to operate without having first obtained a certificate of operation from the Division;

~~8.1.c. 10.4.3.~~ that any inspector employed by the county or municipality is certified for competency by the Division as required by the provisions of W. Va. Code § 21-3C-1, et seq., or Section 7 of this rule;

~~8.1.d. 10.4.4.~~ that all inspections for safety are conducted in accordance with the provisions of W. Va. Code § 21-3C-1, et seq., or this rule;

~~8.1.e. 10.4.5.~~ that reports on inspection are filed with the Division within ~~five (5)~~ 5 days of the date of inspection; ~~and~~

~~8.1.f. 10.4.6.~~ that the county or municipality ~~will~~ shall comply with any written orders issued by the Division relative to ~~revised inspection procedures or enforcement of W. Va. Code §21-3C-1 et seq.~~

~~8.1.f.1. 10.4.7.~~ The that the Division shall provide technical assistance to the county or municipal inspectors where necessary to insure adequate enforcement of the W. Va. Code §21-3C-1 et seq.;

10.4.8. that the Division shall provide the report and inspection forms required by the Division;

10.4.9. that the Division shall permit the county or municipality to collect and retain fees for inspections as a means to support the enforcement effort at the local level; and

10.4.10. that the Division shall provide direct supervision, where considered necessary by the Division, to county or municipal inspectors.

~~8.1.f.1.A. provide technical assistance to the county or municipal inspectors where necessary to insure adequate enforcement of the W. Va. Code §21-3C-1 et seq.;~~

~~8.1.f.1.B. provide supplies of all reporting and inspection forms as may be required by the Division;~~

~~8.1.f.1.C. permit the county or municipality to collect and retain fees for inspections as a means to support the enforcement effort at the local level; and~~

~~8.1.f.1.D. provide direct supervision, where considered necessary by the Division, to county or municipal inspectors.~~

~~8.2. With the approval of the Division, counties and municipalities may combine their jurisdictions into a single work-sharing agreement.~~

~~8.3. Form of agreement. Work-sharing agreements executed under the provisions of this section shall be executed on a form provided by the Division and approved by the Office of the Attorney General.~~

~~§42-21-9. Penalties.~~

~~9.1. Any person who violates any provision of the W. Va. Code §21-3C-1, *et seq.*, or any directive or order issued pursuant thereto is guilty of a misdemeanor and, upon conviction thereof, shall be fined not less than fifty dollars (\$50) nor more than one thousand dollars (\$1,000) per day. Each day the violation continues constitutes a separate offense.~~