



Work Safety Alert **Fall into a Lift Well of an Office Building**

1. **Date of Accident :** April 2023
2. **Place of Accident :** An office building
3. **Summary :**

A worker fell to death down a lift well through its emergency door while carrying out general cleaning work inside an air-handling unit room on the 30/F of an office building.

4. Work Safety Alert for Proprietors/ Employers :

To prevent workers/ employees engaged in cleaning work near lift well emergency door from falling into the lift well, the proprietors/ employers should:

- appoint a competent person to conduct task-specific risk assessments to identify all potential hazards associated with the work, taking into account the nature of work, environment and workplace layout, particularly those dangerous places where workers/ employees will work and are liable to fall from height such as lift well;
- formulate safe work methods and procedures for the work with due regard to the results of risk assessments, and follow the requirements of safety legislation;
- strictly prohibit workers/ employees engaged in cleaning work to get unauthorised access into the lift well through emergency doors;
- provide all workers/ employees concerned with the necessary safety information, instruction and training, and ensure that they are familiar with the safe work environment and safety measures; and



- establish and implement an effective monitoring and control system to ensure all safety measures are strictly followed.

5. Reference :

- [Safe Systems of Work](#)¹
- [Five Steps to Risk Assessment](#)¹
- [Five Steps to Information, Instruction and Training](#)¹
- [A Casebook of Fatal Accidents related to Work-at-height](#)¹

DISCLAIMER

This Work Safety Alert (“the Alert”) is issued at the earliest possible opportunity after a serious accident with a view to drawing the attention of interested parties to the general safety precautionary measures necessary to protect people engaging in similar work activities. The material contained in the Alert constitutes general guidance only. It does not reduce, limit, or replace, any legal obligations upon any person to comply with any statutory duties under relevant legislation. Users such as Managers and Supervisors should make their own evaluation of the information contained in the Alert to determine if it can be applied to their own situations and practices. The Labour Department does NOT accept any responsibilities for any loss or damage resulting from the use of or failure to use of the information on the Alert.

Note: The material contained in the Alert is not exhaustive, and will be supplemented/ adjusted where necessary if more relevant information comes to light.

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