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COMMISSIONER

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June 24, 2008

MEMO TO: All Elevator Companies  
FROM: Tom Chambers  
Assistant Bureau Chief  
RE: Remote Monitoring Systems

This memo is to clarify the procedures regarding remote monitoring units.

If remote monitoring units are installed on existing elevators or escalators, a permit must be applied for and an inspection conducted.

If new elevators or escalators being installed have the remote monitoring units installed at the factory but are not activated at the time of acceptance, a permit must be applied for when the company or owner decide to activate the unit.

The permit and inspection are required to confirm that the phone line does not remain entrapped as a result of the unit's preprogrammed operations. Also, for anyone that was to become entrapped will have a functional phone with which to communicate outside the car.

If you have any questions, please contact our office.

Respectfully,

Tom Chambers

/nfv