

August 28, 2007

Elevator, Escalator, Lift, Dumbwaiter Contractors
Performing Work within Wisconsin

Dear Installer:

Effective September 1, 2007 The Safety and Buildings Division of the Wisconsin Department of Commerce enters into a contract with National Elevator Inspection Service (NEIS) to perform inspections of new, remodeled and existing conveyances (elevators, escalators, lifts, dumbwaiters) in specific areas of the state.

Please see our website for the different districts. The S&B staff will retain a district in the vicinity of their offices to perform inspections of new installations. They will also be performing annual inspections for some counties within that vicinity. They will also be auditing and monitoring all credentialed elevator inspectors with a focus of providing a level of quality assurance.

You will note there are some changes in fees that can be viewed on our website. Brian Rausch, P.E., who performs most of our reviews and installation approvals also has some notes added below that he would like to share with you:

- 1). Except for emergency repairs, work on a conveyance shall not begin until approved by the department. Work beginning prior to approval will result in doubling of the plan review fee.
- 2). Please open and read all emails and links sent by the database. We have begun sending "Hold" and "Denial" letters via the same means we've been using for sending conditional approval letters so don't assume a letter emailed by the database is a conditional approval. An e-mail from the database could be indicating submitted plans are on hold or have been denied.
- 3). Read each condition on conditional approval letters carefully. Provide the approval letter to field staff as required by Comm 18.1009(1). Elevator plan review has found many violations that went unaddressed until inspection. Correcting violations after construction can cause delays and can be very costly.

We thank you for your assistance. If you have any questions, please feel free to contact one of our district inspectors, Brian Rausch at (262)521-5444, or you can contact me at (608)266-0056.

Sincerely,

Dan Meneguín, Section Chief
Division of Safety & Buildings

Elevator Training Symposium, Nov. 13 & 14 - LaCrosse Radisson Hotel