

Department of Environment and Labour

Adjudicative Board Selection Criteria

ADJUDICATIVE BOARD		Elevators and Lifts Appeal Board
1	Statute	Elevators and Lifts Act and Regulations, 2003
2	Purpose	The purpose of the Elevators and Lifts Act is to provide for the Licensing and Regulating of Elevators and certain other types of lifts.
3	Functions	The function of the Elevators and Lifts Appeal Board is to hear appeals from persons aggrieved by a decision, conditions or an order of the Chief Inspector of the Elevators and Lifts Act regarding: a certificate of competency; an application for contractor registration; an application for a certificate of competency; or a licence or an audit.
4	Composition	The Appeal Board shall consist of a total of six members, a mechanic member and an alternate member; an owner or a representative of an owner and an alternate; and a registered contractor or a professional engineer and an alternate. The Minister shall designate one member of the Board as Chair and an alternate.
5	Formal Qualifications	Mechanic must be a person who has been employed as an elevator/lift mechanic for at least 5 years. The Elevating Device Owner (or their representative) must own or represent an owner of an elevating device. A Registered Contractor or Professional Engineer must have professional expertise in the installation or maintenance of elevating devices.
6	Work & Experience Requirements	Significant knowledge and experience in the use and operation of elevators and lifts, familiar with the Act and regulations providing for the licencing and certification, and operation of elevators and lifts.
7	Skills Required	Understanding and practical experience in the operation of elevators and lifts. Good communication skills, a high degree of integrity and possess the ability to make impartial decisions, and a good reputation among peers.
8	Statutory Nomination Requirements	The owner representative must submit a letter of endorsement by an owner.
9	Traditional Nomination Requirements	Members should not have a common employer. Broad geographical representation is sought on the Appeal Board from the various regions of the province. Members should also contribute to the gender and racial diversity of the Appeal Board when possible.
10	Remuneration <i>(suggestion as per Crane Operators, Power Engineers)</i>	The Chair is remunerated at the rate of \$400 per day plus reasonable and necessary expenses. The Members are remunerated at the rate of \$150 per day plus reasonable and necessary expenses.
11	Anticipated Time Commitments	Time commitments have not been determined at this time. The Appeal Board is a newly created adjudicative body which may do 6 to 12 cases per year.

12	Other Notes	Members are generally appointed for a term not exceeding 3 years.
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