USER GUIDE

For

Lifting Equipment eService (Authorised Examiner & Authorised Examiner Representative)

MINISTRY OF
MANPOWER

Release Log

| SN	Revision Number	Release Date	Release Log
1	V1.0	15 Nov 2023	iOSH 2.0 LE PV Release 1

Lifting Equipment eService (Authorised Examiner & Authorised Examiner Representative)

Contents

1 Steps to access Lifting Equipment eServices

1.1 Log in Lifting Equipment eServices for Individuals

1.1.1 Access the iOSH 2.0 portal, click on Log in to WSH eServices for Individuals
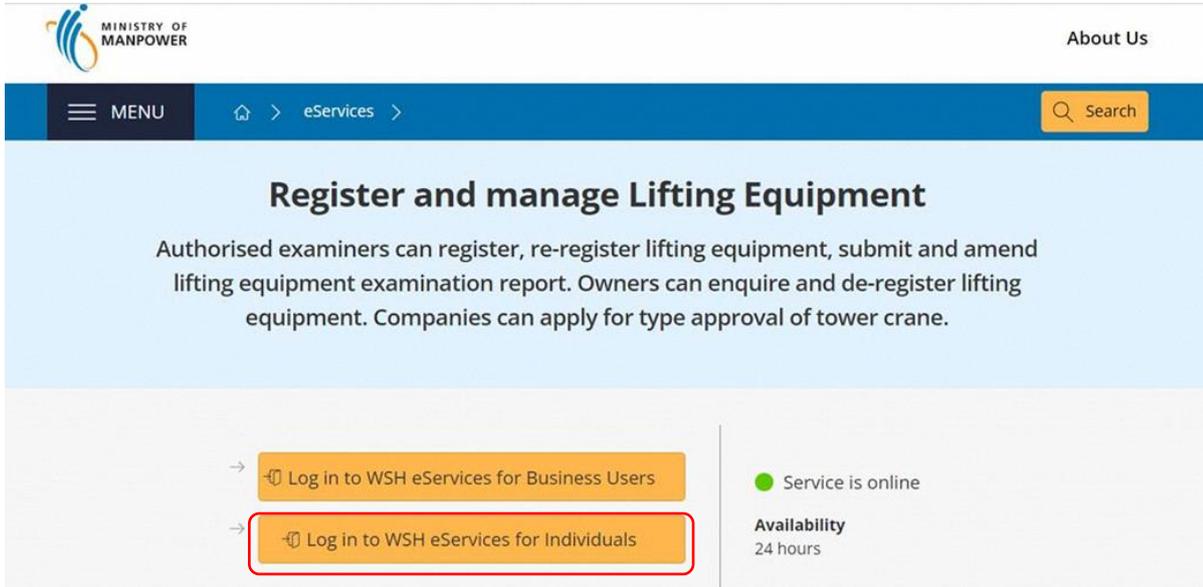
1.1.2 User will be redirected to log in with Singpass, scan the QR code with the Singpass application
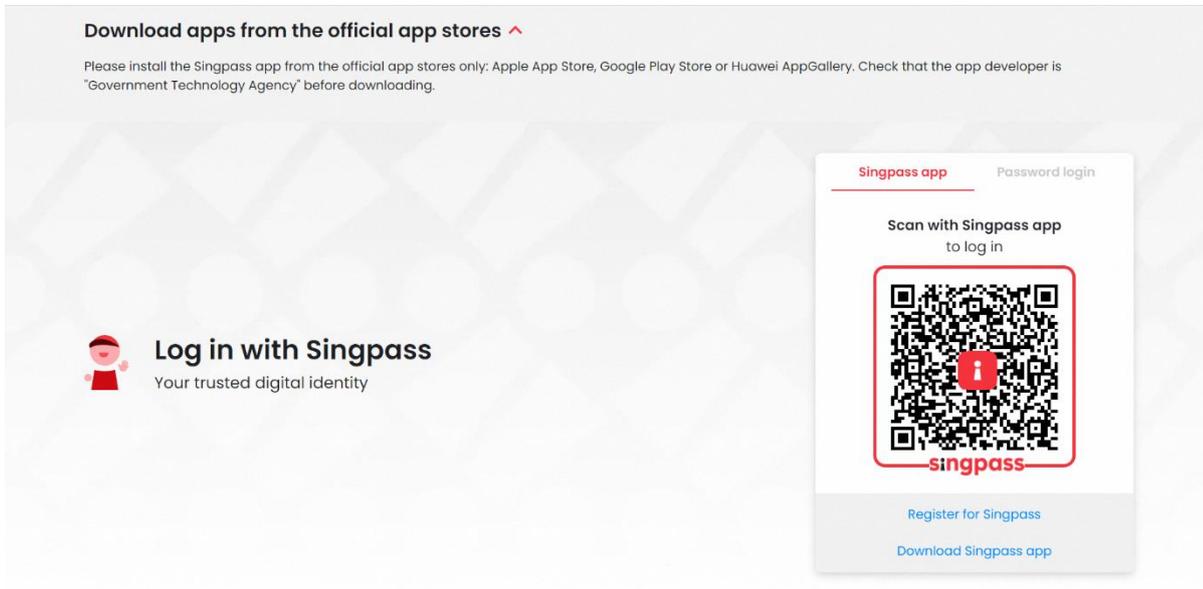
1.1.3 For Authorised Examiner Representative, the system will prompt to select Representing Authorised Examiner
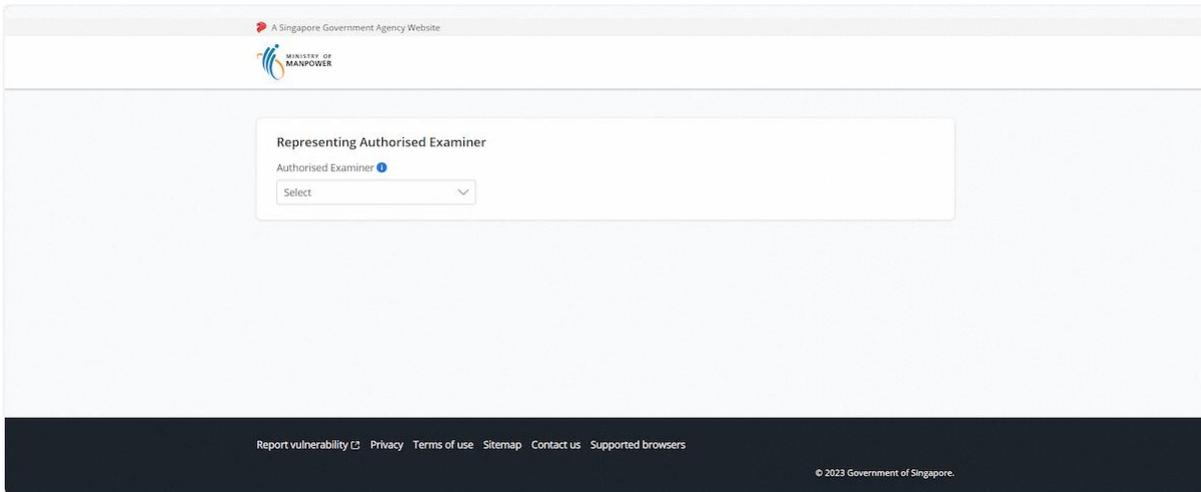
1.1.4 Select the Authorised Examiner

Description in details:

For changing representing authorised examiner, the Authorised Examiner Representative will need to log out, log in again, and select another AE.
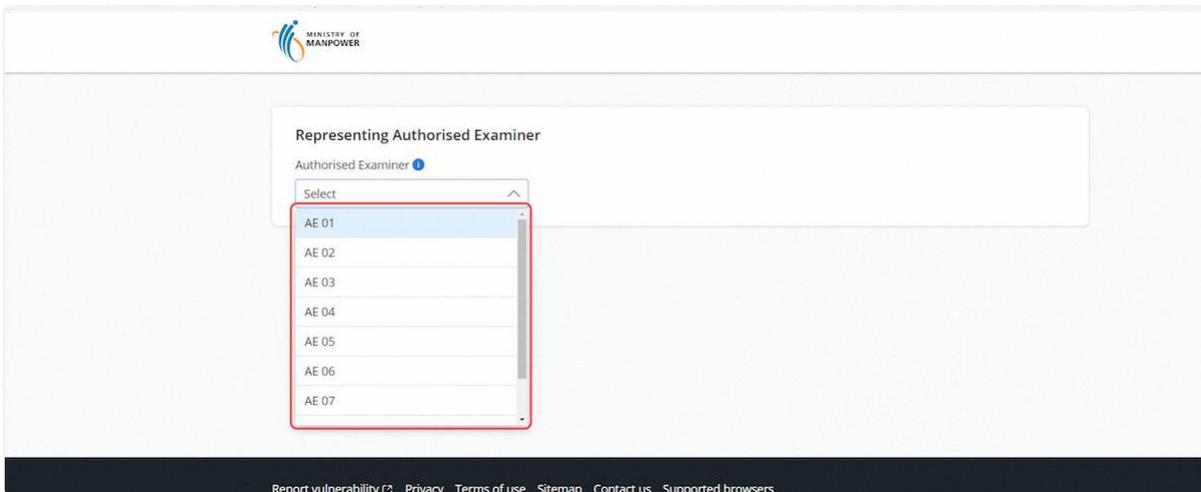
2 Authorised Examiner & Authorised Examiner Representative

## 2.1 Lifting Equipment eService - Dashboard (Authorised Examiner, Authorised Examiner Representative)

2.1.1 User will be redirected to the Lifting Equipment eService Dashboard
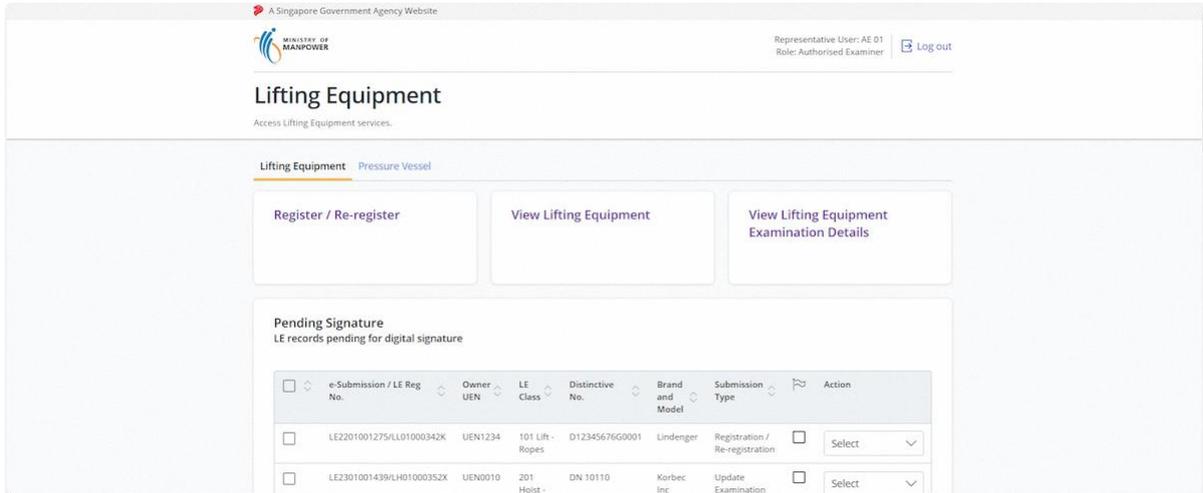
2.1.2 Quick links

Description in details:

- Register / Re-register - Redirect to the Register / Re-register module.
- View Lifting Equipment - Redirect to the View Lifting Equipment section
- View Lifting Equipment Examination Details - Redirect to View Lifting Equipment Examination Details

2.1.3 Navigate to the Pending Signature inbox

Description in details:

The "Pending Signature" section will be hidden if there is no pending signature task for the user.

2.1.4 Pending Signature inbox

Description in details:

The Delete button will be shown when check on the records.
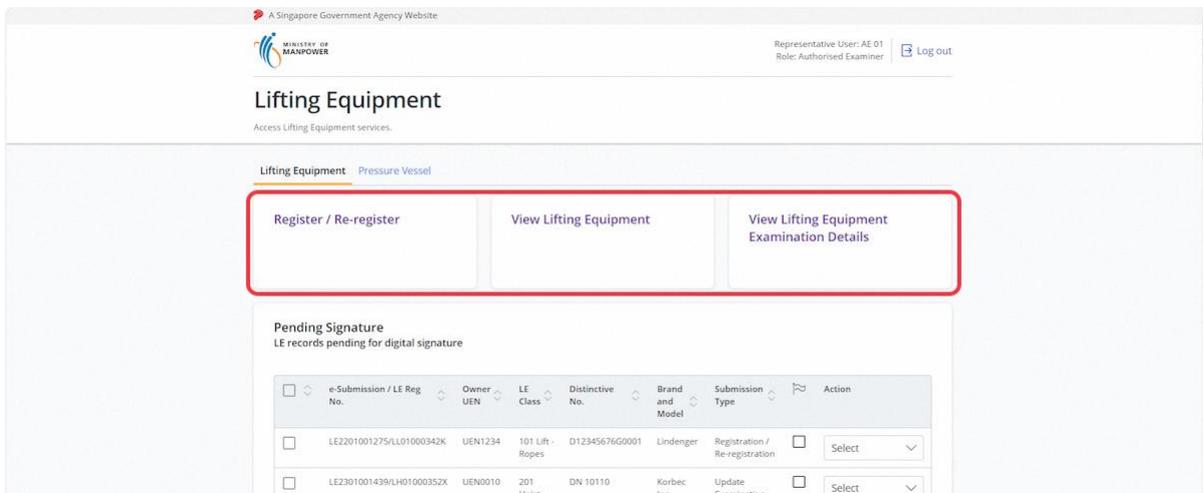
2.1.5 Click on Delete to remove the selected record.
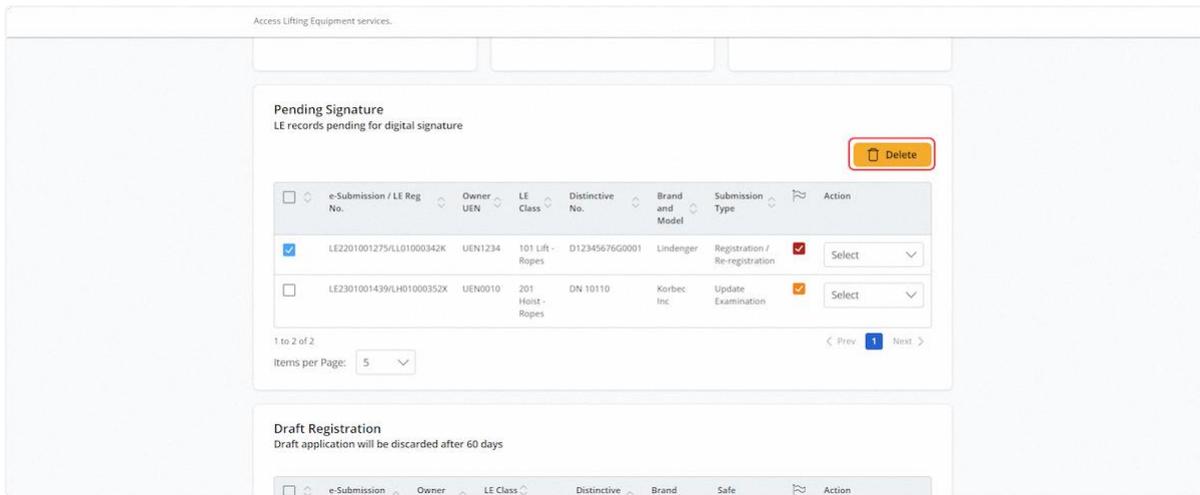
2.1.6 Click Proceed to confirm the deletion
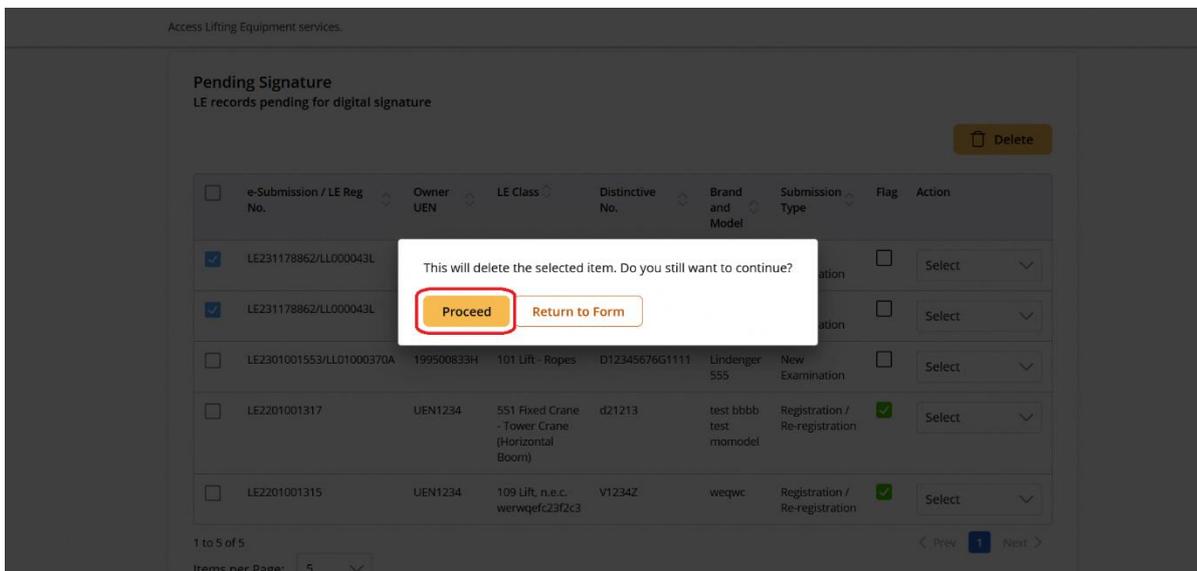
2.1.7 Click on the checkbox under the flag to mark the record with coloured ticks

Description in details:

Each click will change the colour.
There are three colours available, red, orange and green.
The colour ticks are used for marking of records for the Authorised Examiner and Authorised Examiner Representative own references only.
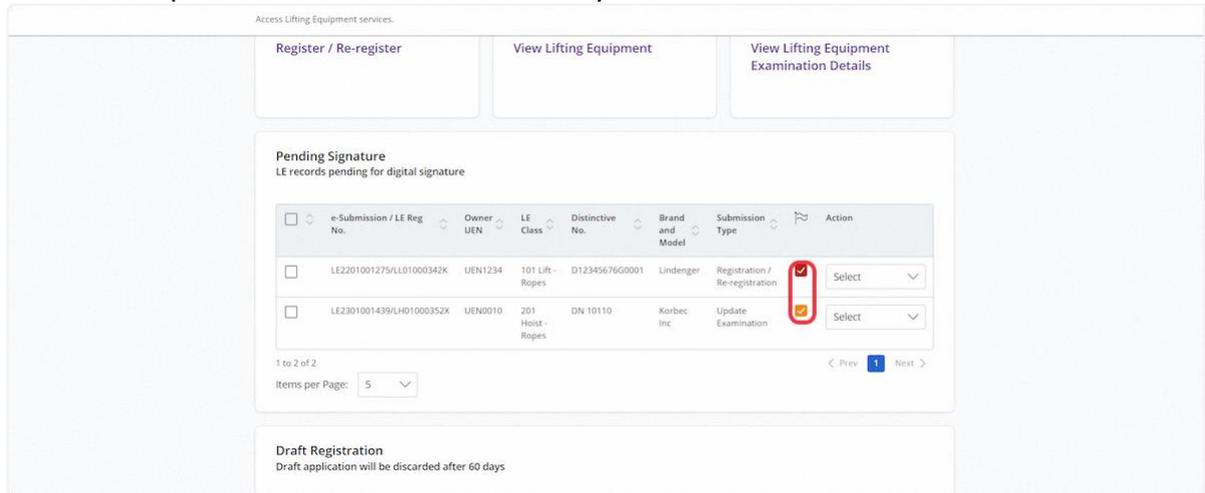
2.1.8 Click on the Action dropdown list

Description in details:

- Delete - Delete the selected record.
- Edit - Edit the application of the selected record.
- Sign - Sign the selected record (Authorised Examiner Only).
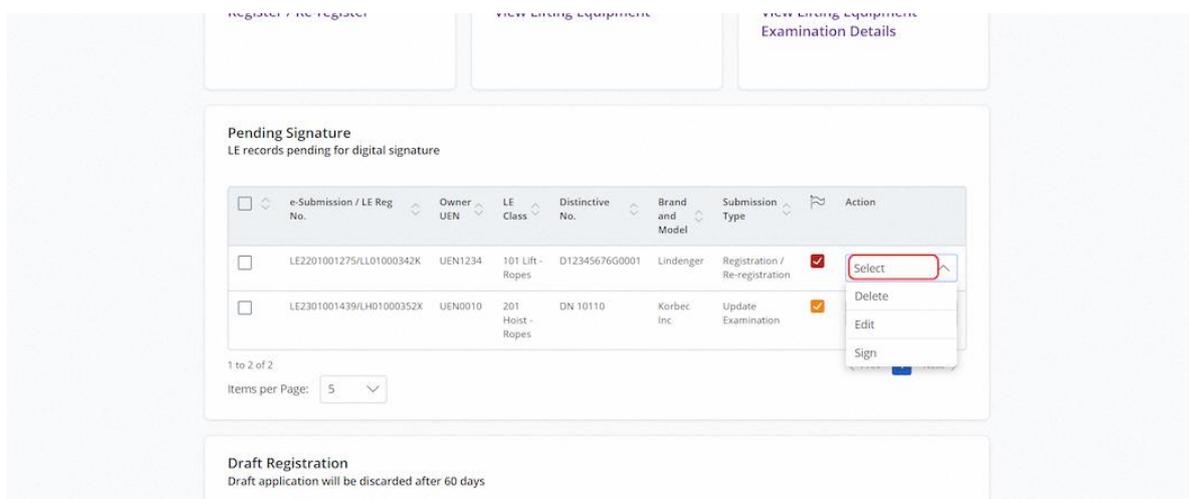
2.1.9 Click Sign and user will be redirected to the acknowledgement page before signing

Description in details:

Click Sign Certificate to continue (Refer to Lifting Equipment Registration module 2.2.32 on the signing process).
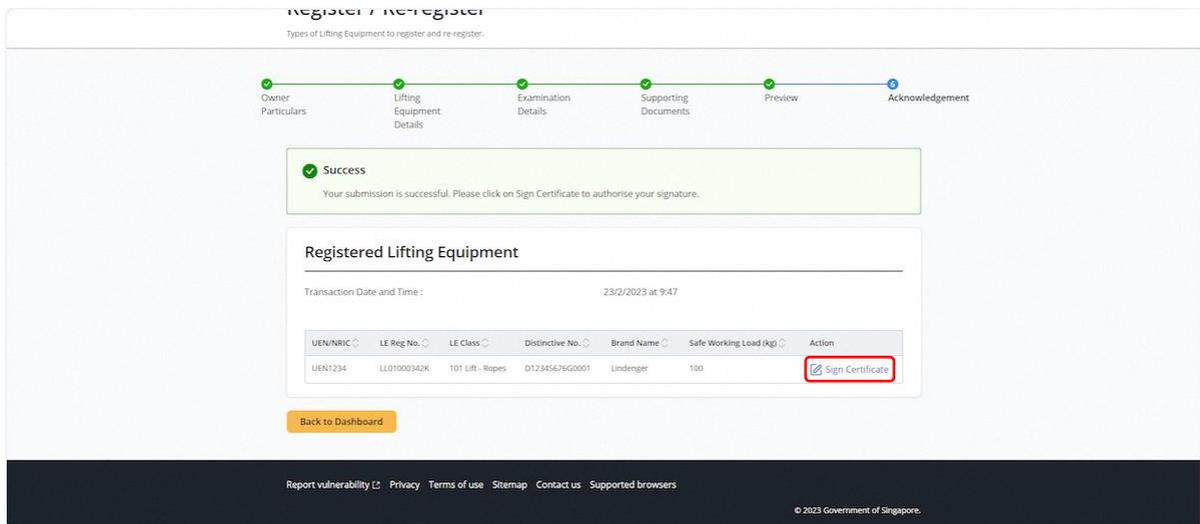
2.1.10 From Dashboard, navigate to the Draft Registration inbox

Description in details:

The "Draft Registration" section will be hidden if there is no existing registration draft.
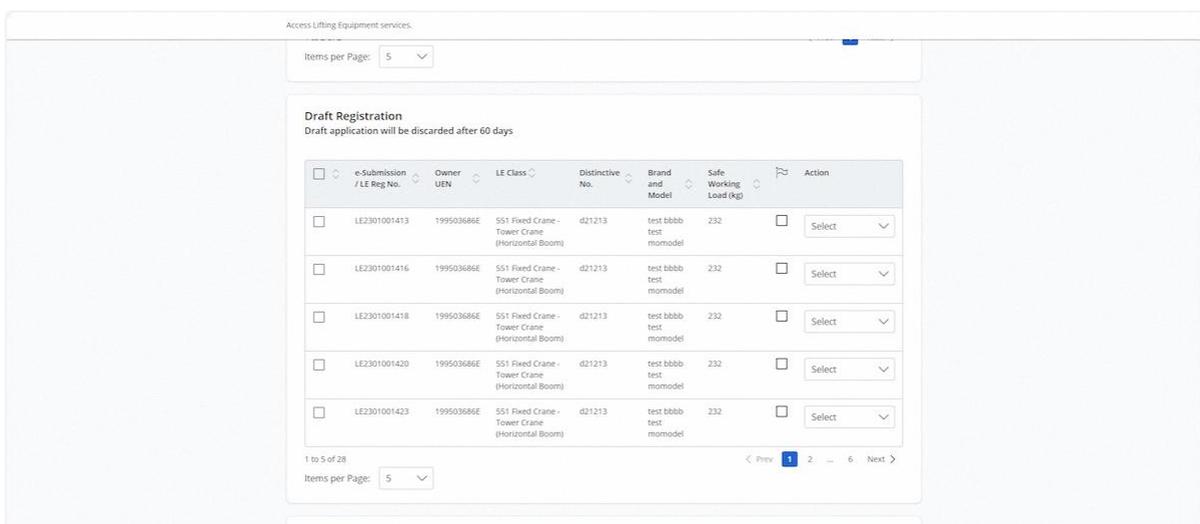
2.1.11 The submit and delete buttons will be shown after checking any application

Description in details:

- Submit - Submit the draft application.
- Delete - Delete the draft application.
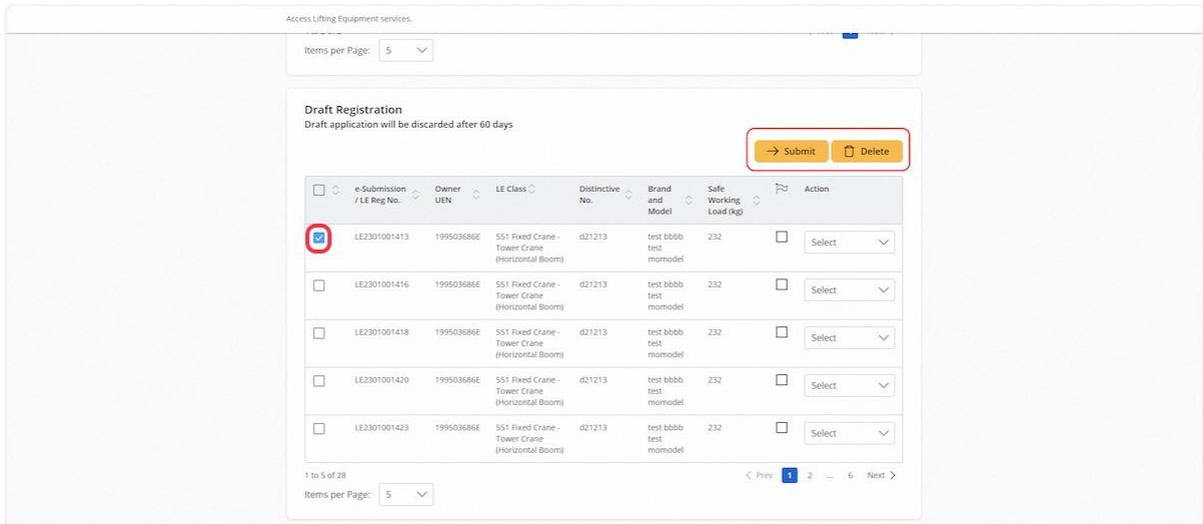
2.1.12 User can click on the checkbox under the flag to mark the application with coloured ticks
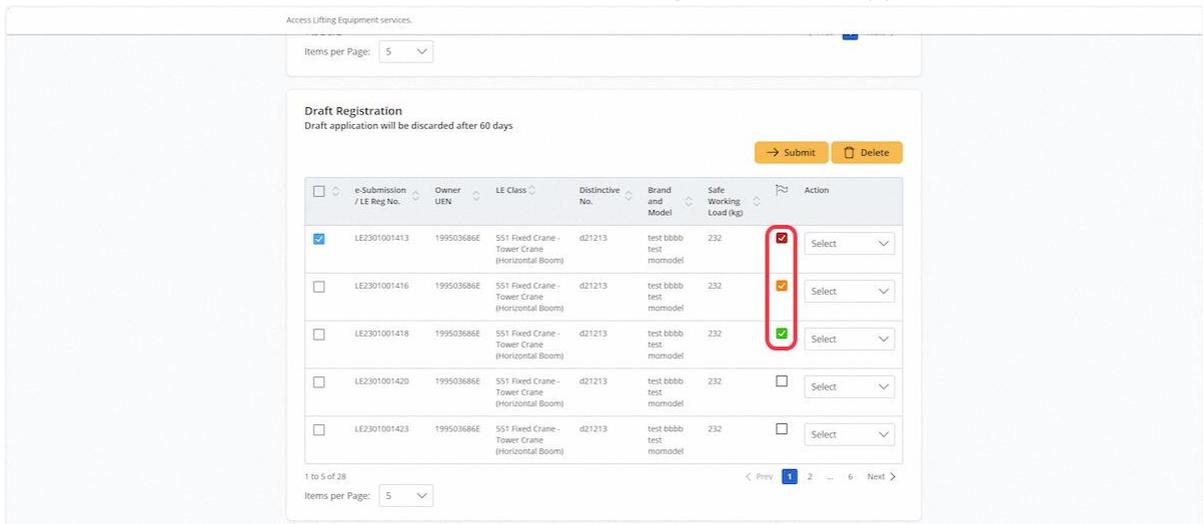
2.1.13 Click on the Action dropdown list to show the available options

Description in details:

- Delete - Delete the draft application.
- Duplicate - Duplicate the current draft application as a new application.
- Edit - Edit the draft application.
- Preview - Navigate to the preview page of the draft application.
- Submit - Navigate to the submit page of the draft application.

2.1.14 (iOSH 2.0 Enhancement) For bulk submissions, check on multiple applications and click Submit

2.1.15 (iOSH 2.0 Enhancement) User will be redirected to the Declaration page

2.1.16 (iOSH 2.0 Enhancement) Check Declaration and click Submit

2.1.17 (iOSH 2.0 Enhancement) Submission results will be shown

Description in details:

The user will be able to submit the application successfully if all mandatory fields are filled in, otherwise an error message will be displayed with the relevant e-Submission No.

2.1.18 Successful submission will generate a task in the Pending Signature inbox

2.1.19 Navigate to the Draft Examination section

Description in details:

The "Draft Examination" section will be hidden if there is no existing examination draft.
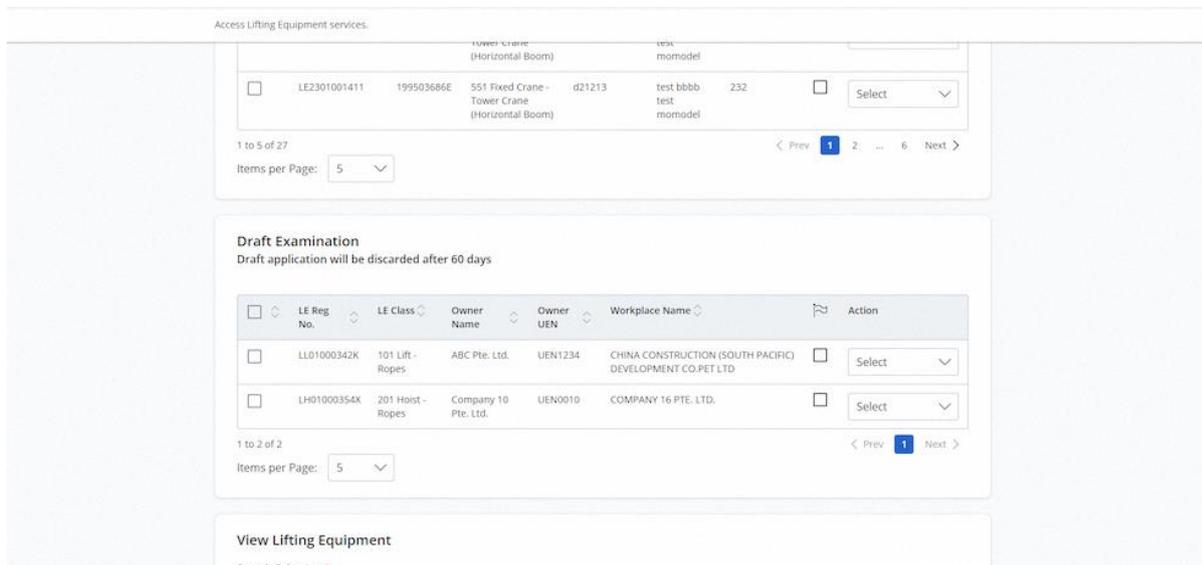

2.1.20 The Submit and Delete buttons will appear after checking any application

Description in details:

- Submit - Submit the draft application.
- Delete - Delete the draft application.
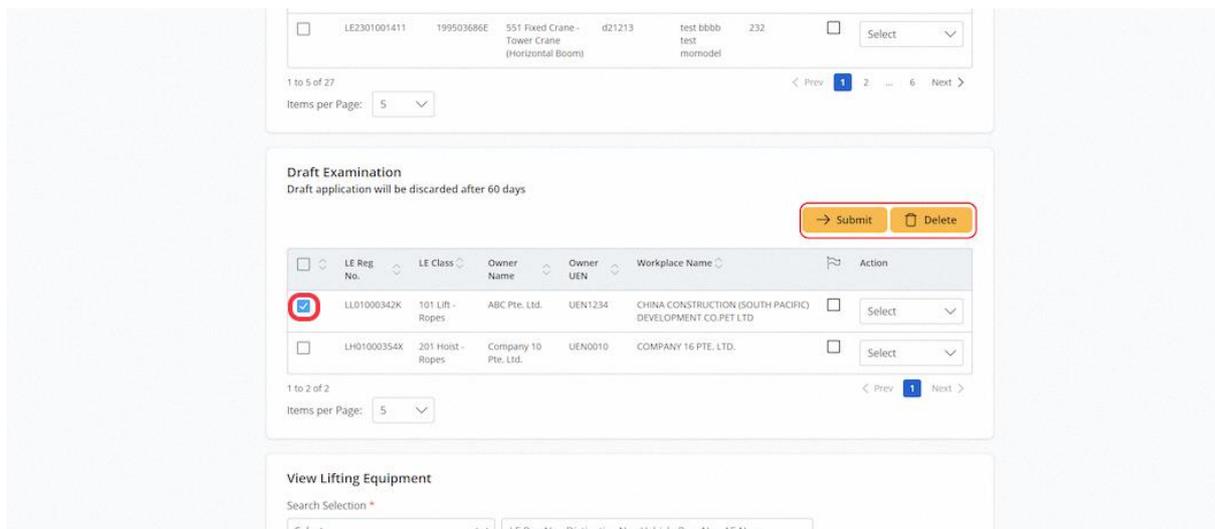
2.1.21 User can click on the checkbox under the flag to mark the application with coloured ticks

Description in details:

Each click will change the colour.
There are three colours available, red, orange and green.
The colour ticks are used for marking of entries for the Authorised Examiner and Authorised Examiner Representative own references only.
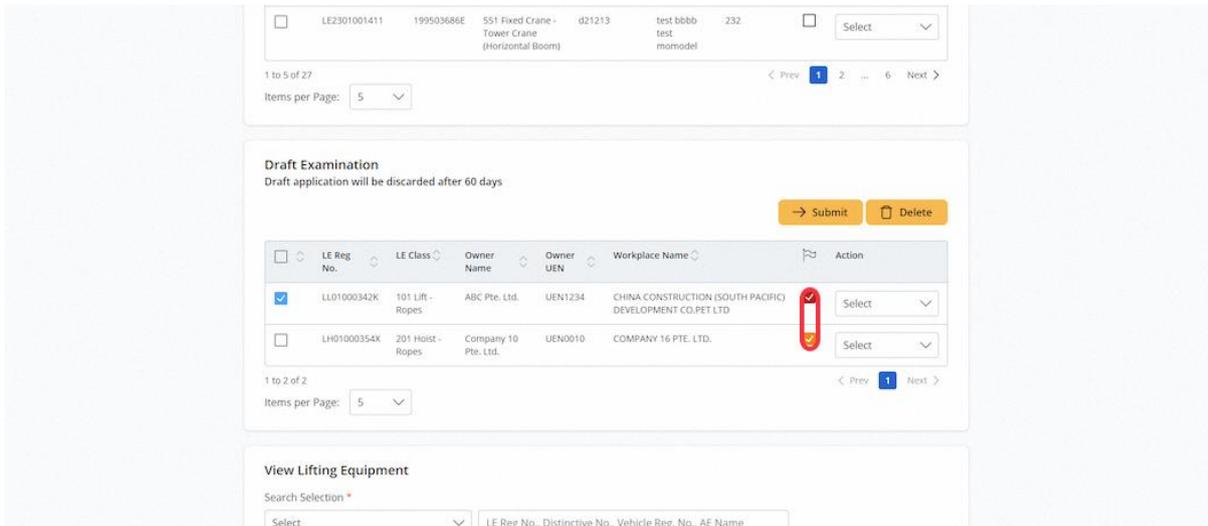
2.1.22 Click on the action dropdown list to show options

Description in details:

- Delete - Delete the draft application.
- Edit - Edit the draft application.
- Preview - Navigate to the preview page of the draft application.
- Submit - Navigate to the submit function of the draft application.
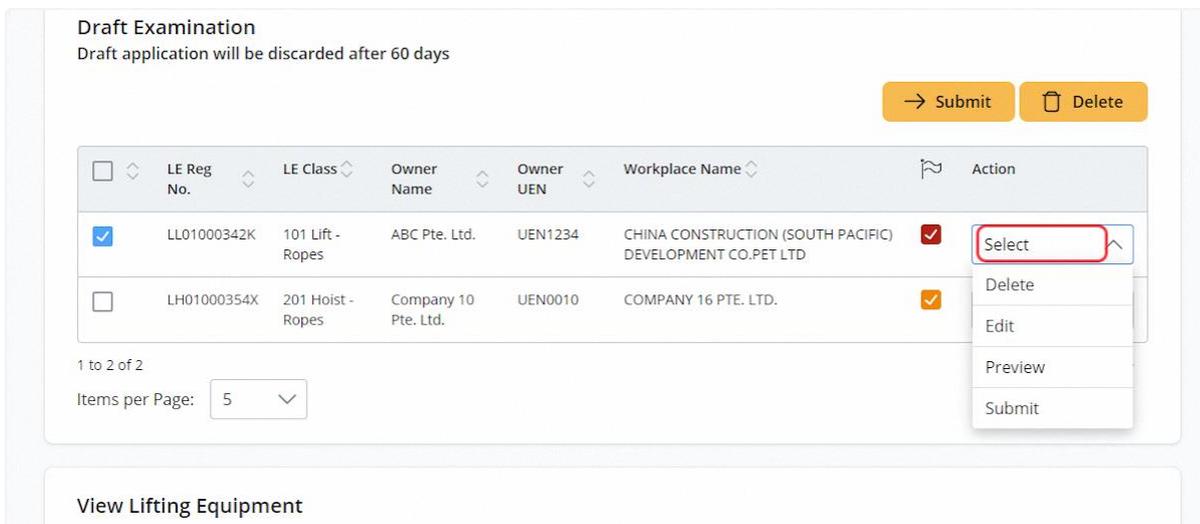
2.1.23 (iOSH 2.0 Enhancement) To submit via Dashboard, check the applications and click Submit button

Draft Examination
Draft application will be discarded after 60 days

	LE Reg No.	LE Class	Owner Name	Owner UEN	Workplace Name	🏴	Action
☑	LL01000342K	101 Lift - Ropes	ABC Pte. Ltd.	UEN1234	CHINA CONSTRUCTION (SOUTH PACIFIC) DEVELOPMENT CO.PET LTD	☑	Select ⌄
☑	LH01000354X	201 Hoist - Ropes	Company 10 Pte. Ltd.	UEN0010	COMPANY 16 PTE. LTD.	☑	Select ⌄

1 to 2 of 2

Items per Page: 5 ⌄

‹ Prev **1** Next ›

2.1.24 (iOSH 2.0 Enhancement) Check the Declaration checkbox and click Submit

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MINISTRY OF MANPOWER

Representative User: AE 01
Role: Authorised Examiner

Log out

Lifting Equipment

Access Lifting Equipment services.

Lifting Equipment   Pressure Vessel

Declaration

☑ hereby certify that the information given in this submission is true and correct to the best of my knowledge and belief. I am aware that legal actions may be taken against me if I had knowingly provided any false information.

Submit →   ✕ Cancel

2.1.25 (iOSH 2.0 Enhancement) Submission result will be shown to the user

Description in details:

The module will submit the application that are ready for submission.

The user will receive an error message for applications not ready for submission (e.g., missing fields).

The task will be created in Pending Signature inbox for successful application.
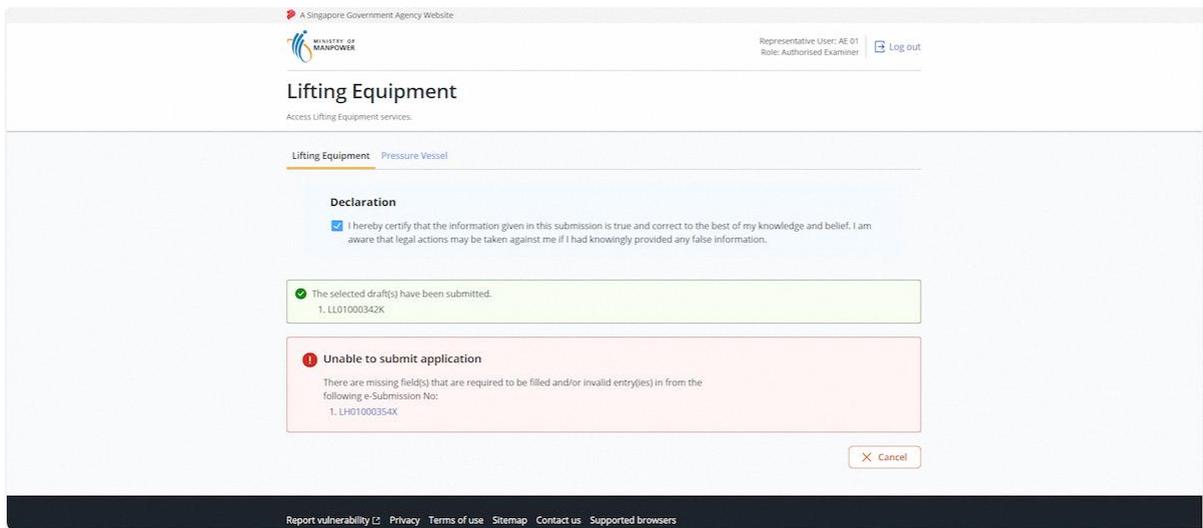
2.1.26 Navigate to View Lifting Equipment to search for Lifting Equipment's entries
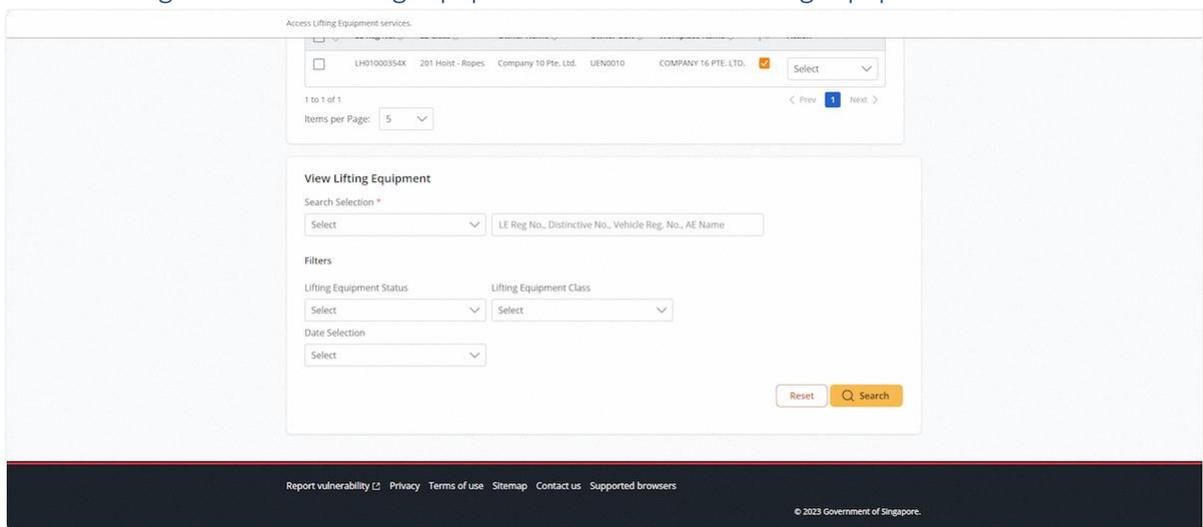
2.1.27 User can select either Authorised Examiner Name or Lifting Equipment Registration No.

2.1.28 For Authorised Examiner Name search, the user can use the additional filters to refine results

Description in details:

The current AE name will be populated and grey out. The system will not allow searching of any other AE's.

2.1.29 Lifting Equipment Class

2.1.30 Date Selection
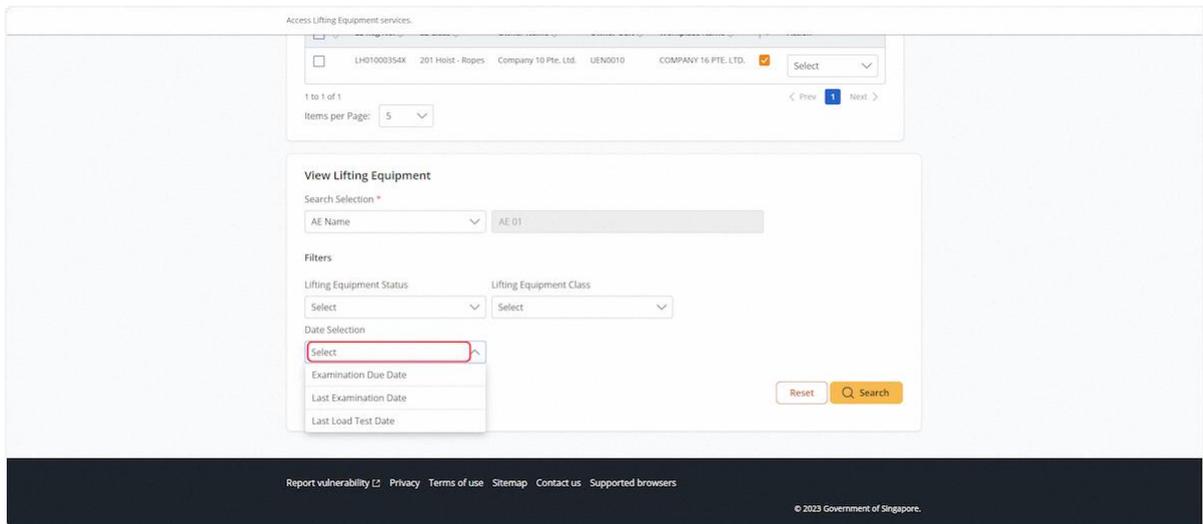
2.1.31 For LE Reg. No. search selection

Description in details:

Exact match of LE Reg. No. required.
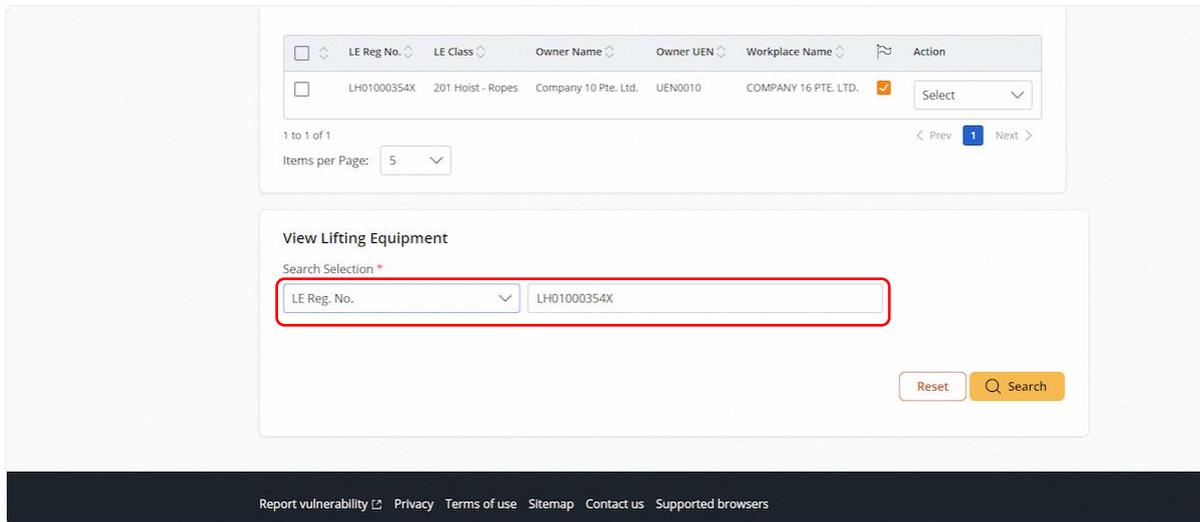
2.1.32 For a successful search, results will be shown in the table below.
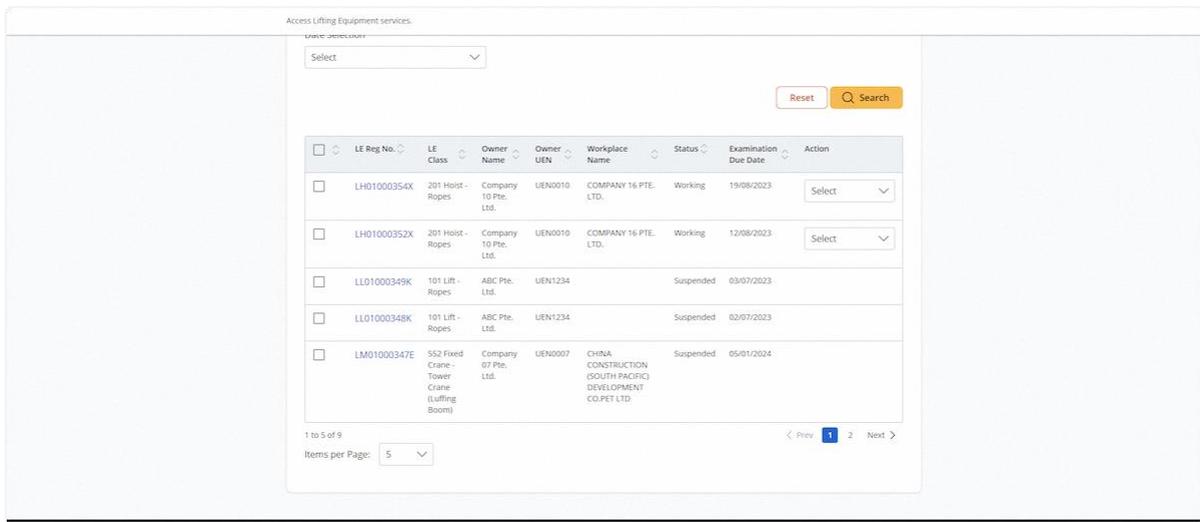
2.1.33 Check on one or more entries

Description in details:

Click Export to Excel to export the entries to an Excel file.

2.1.34 Action dropdown will be dependent on the equipment status

Description in details:

- New Examination - Equipment in working status.
- Update Registration / Examination - Update registration within 28 days from certificate signing.
- Update Examination - Update examination within 28 days from certificate signing.
- Upload Repair - Equipment in working/due for examination status.
- Re-register - Equipment in de-registered status.
- No action is available if the equipment in suspended status.
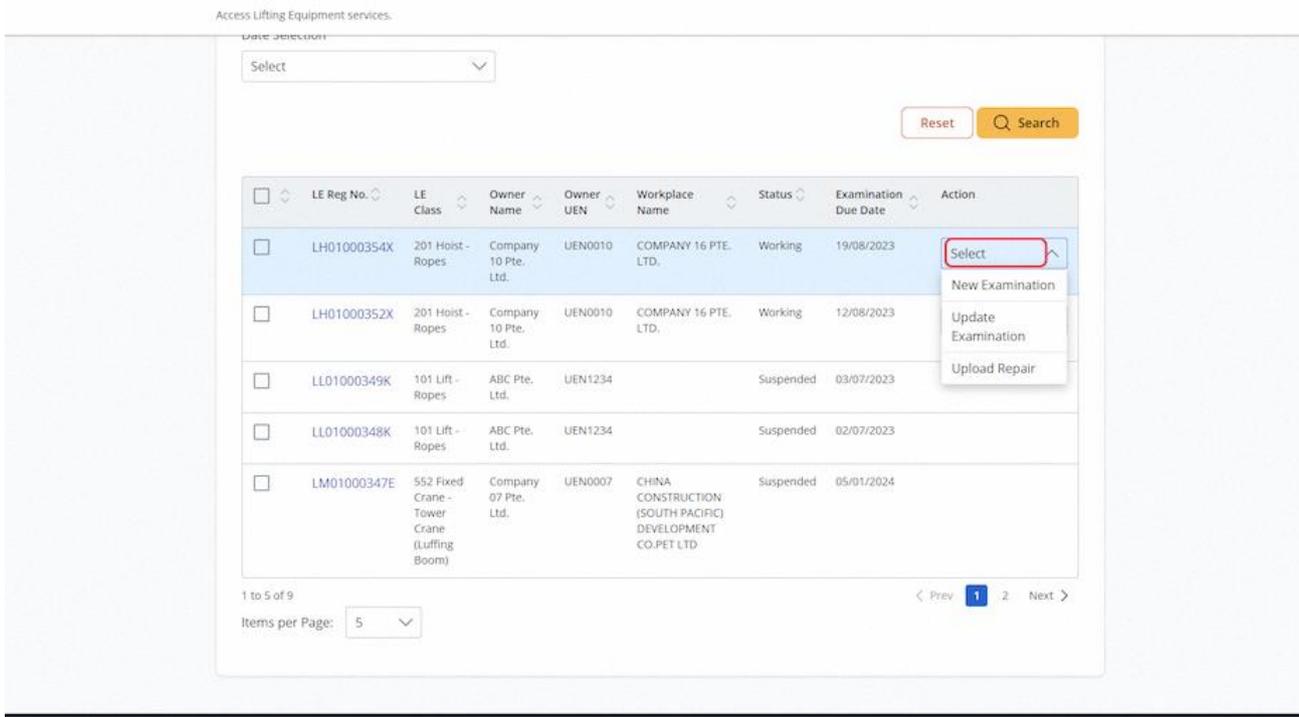
2.1.35 View Lifting Equipment Examination Details using the quick link
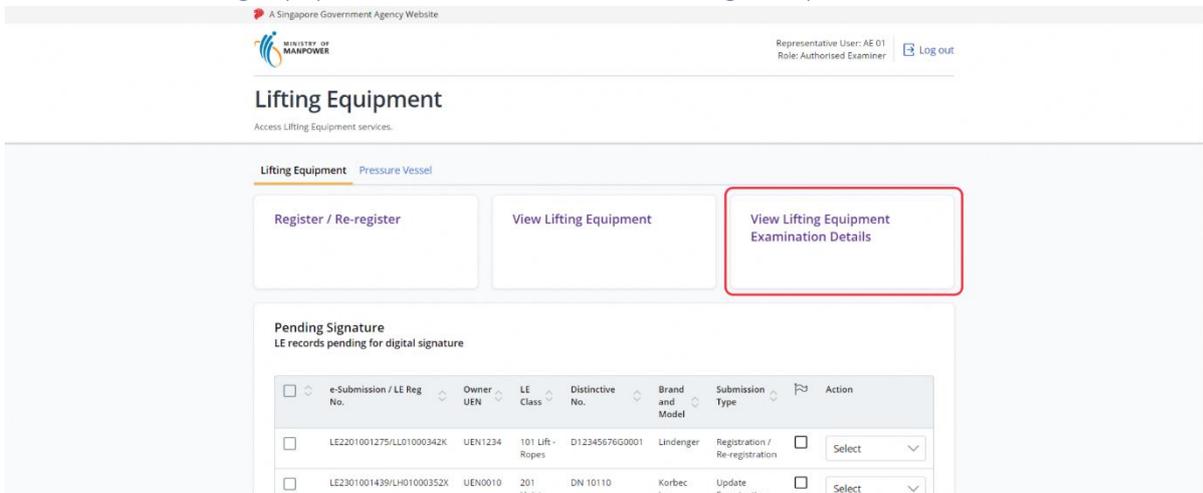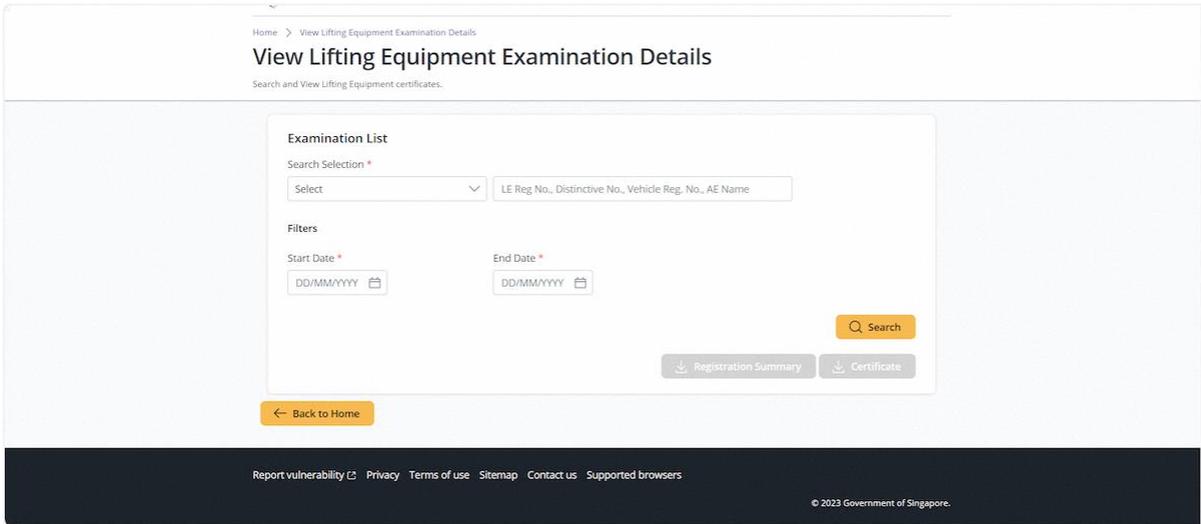
## 2.1.36 User can select Authorised Examiner Name or Lifting Equipment Registration No.
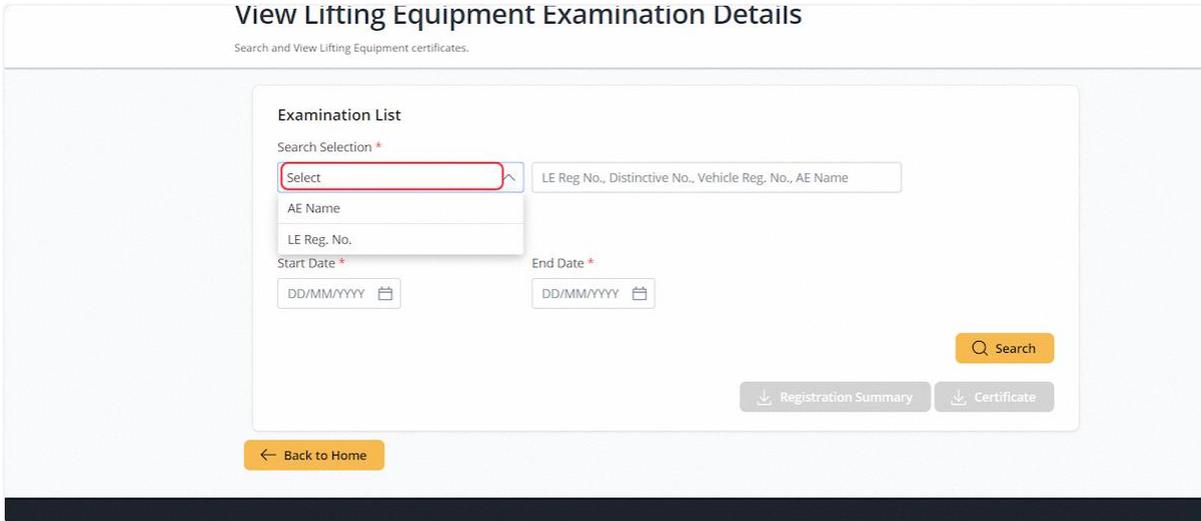
2.1.37 For Authorised Examiner Name search, the user can filter by the examination Start and End Date
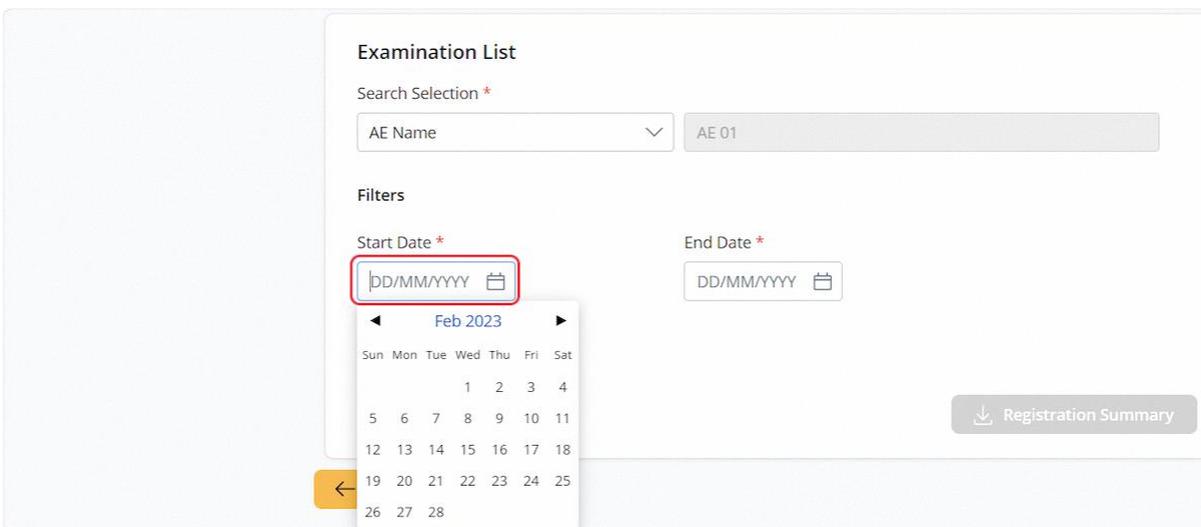
2.1.38 Lifting Equipment Reg. No. search (exact match)

2.1.39 Successful search will populate the results in the below table

Description in details:

Lifting Equipment Reg. No. hyperlink – Click to navigate to List LE Details.

Examination Date hyperlink – Click to navigate to LE Examination Details.
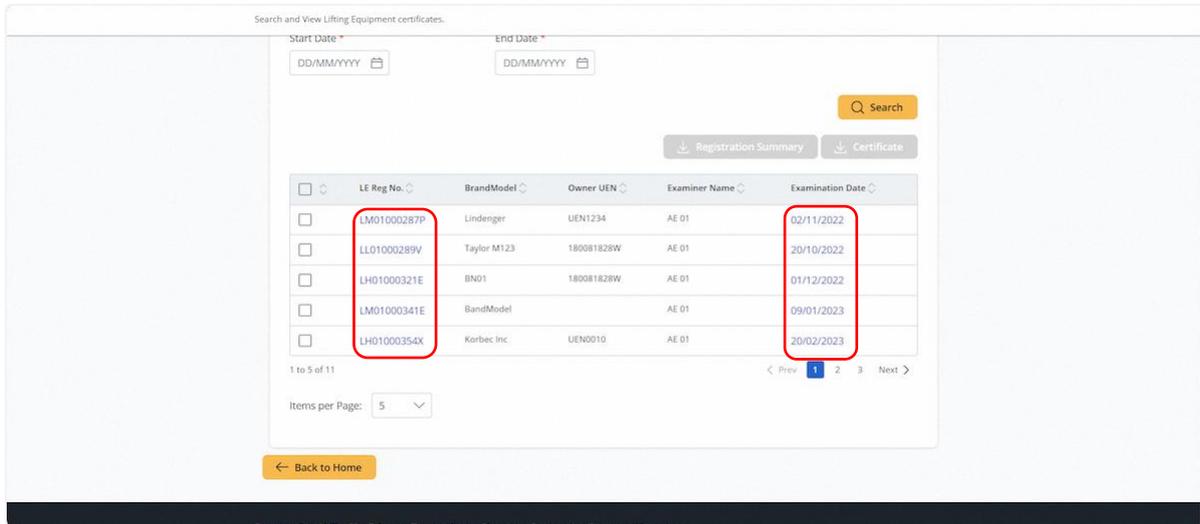
2.1.40 List Lifting Equipment Details

Description in details:

Examination Date hyperlink – Click to navigate to LE Examination Details.

Repair Application Date hyperlink – Click to navigate to View Lifting Equipment Repair Record

2.1.41 Lifting Equipment Examination Details

Description in details:

Load Test Details for Variable Working Radius table will only be shown for 'Visual Examination & Load Test' examination type.

2.1.42 View Lifting Equipment Repair Record

MINISTRY OF MANPOWER

Representative User: AE 02
Role: Authorised Examiner

Log out

Dashboard > View Lifting Equipment Particulars > View Lifting Equipment Repair Record

View Lifting Equipment Repair Record

Details of Lifting Equipment Repair Record.

Lifting Equipment Reg. No. :	LP000057E
Lifting Equipment Class :	806 Lifting Platform - Wheel-mounted Storage and Retrieval System (with Cabin)
Brand and Model :	KIJEWOFWEJ
Distinctive No. :	IOWEFJOFIEJ
Owner UEN :	180081828W
Owner Name :	Company 180081828W Pte Ltd
Name of Approved Crane Contractor :	Access Systems Technology Pte Ltd.
Other Equipment Contractor :	
Test carried out :	☐ Load Test
	☐ Visual Inspection
	☐ Penetrant test
	☐ Eddy Current
	☐ Magnetic Particle Inspection
	☐ Radiography
	☐ Ultrasonic Test

Details of Lifting Equipment Repair Record.

Description of Repair Carried Out :

55

Authorised Examiner :	AE 02
Manufacturer :	
Thrid Party Inspection Agency :	
Repair Completion Date :	01/09/2023

Supporting Documents

S.No	Document Name	Supporting Documents	Uploaded By	Date Uploaded
1	Draft (15).pdf	Supporting document	AE 02	03/09/2023

← Back

Upon checking the record, user can download the Registration Summary or Examination Certificate.

Description in details:

If multiple entries are checked, the download will be a zip file which contains the Registration Summary or Examination Certificates.

Refer to Annex B and Annex C for the Registration Summary and Examination Certificate.

2.2 Lifting Equipment eService - Register

2.2.1 Access Lifting Equipment eService Dashboard, click on Register / Re-register

2.2.2 User will be redirected to Terms and Conditions, click on Agree

2.2.3 User will be redirected to Owner Particulars

2.2.4 Fill in Owner Particulars

Description in details:

Fill in mandatory fields indicated with asterisks*.

Required to input "Please further specify Lifting Equipment Class with n.e.c." for classification codes: 109, 209, 399, 599, 639, 649, 699, 799, 899, 999.

2.2.5   For NRIC owner, the application will populate additional fields for input

Description in details:

Fill in mandatory fields indicated with asterisks*.

2.2.6 User can click on the below hyperlink to search for workplace number.

Description in details:

Workplace No. is mandatory for Class 401, 501, 502, 511, 512, 521, 522, 551, 552, 561, 562, 563, 599, 801, 802, 803, 804, 805, 806, 851, 852, 853, 854, 855, 890, 899, 901, 902, 903, 904, 905, 906, 907, 999.

2.2.7 Select the search parameter
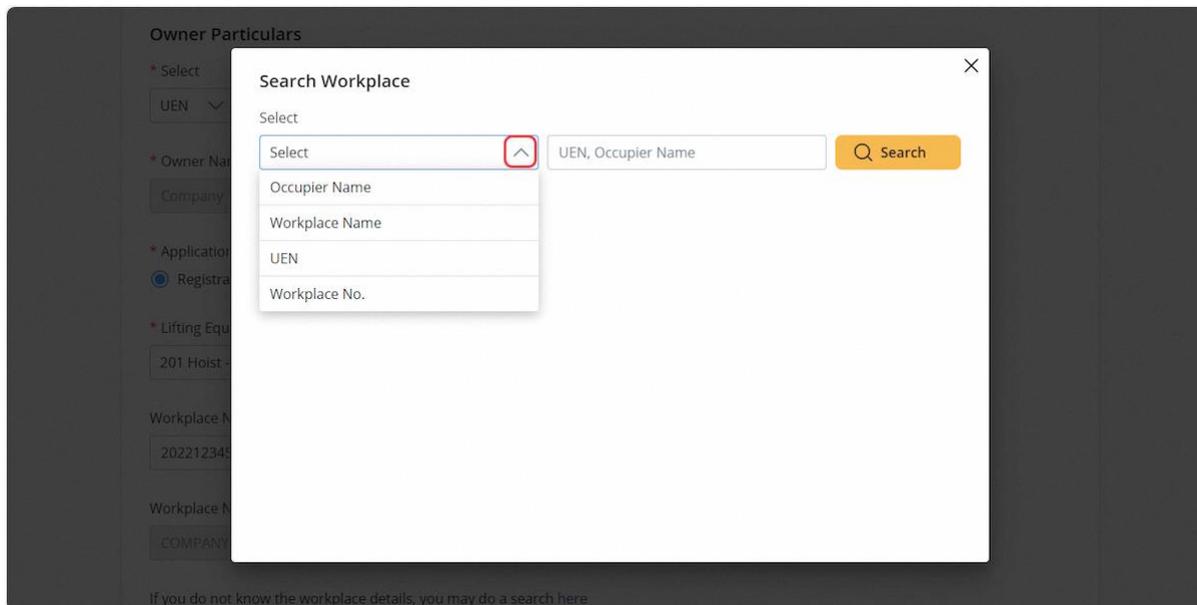
2.2.8   Valid search will populate the list of results. Click on workplace number hyperlink to confirm the workplace.
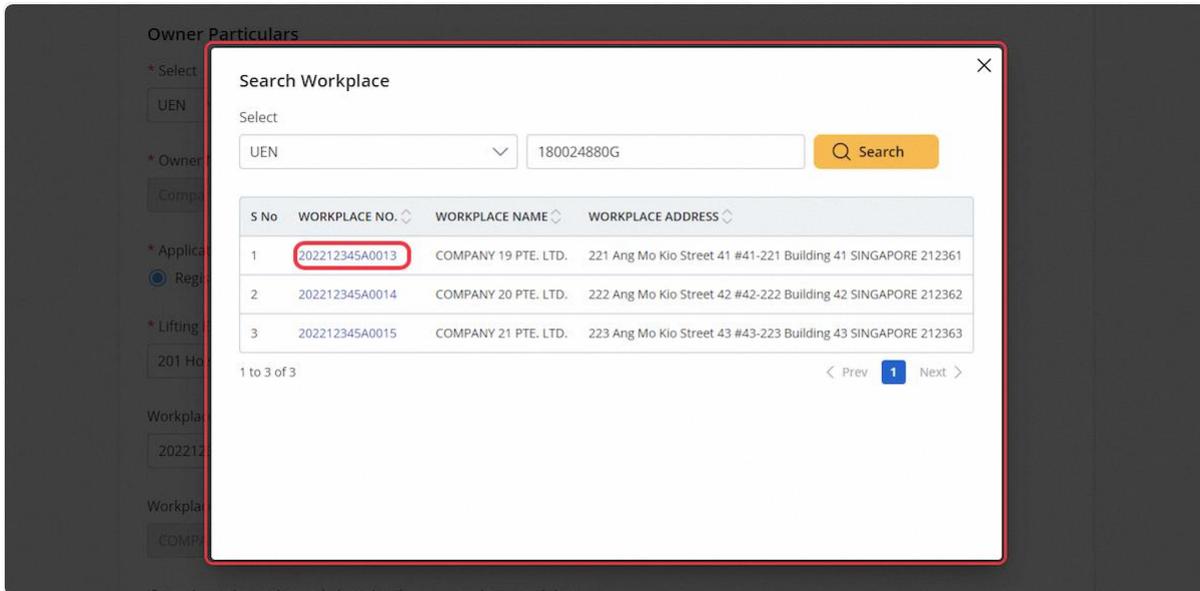
2.2.9   Click on Continue
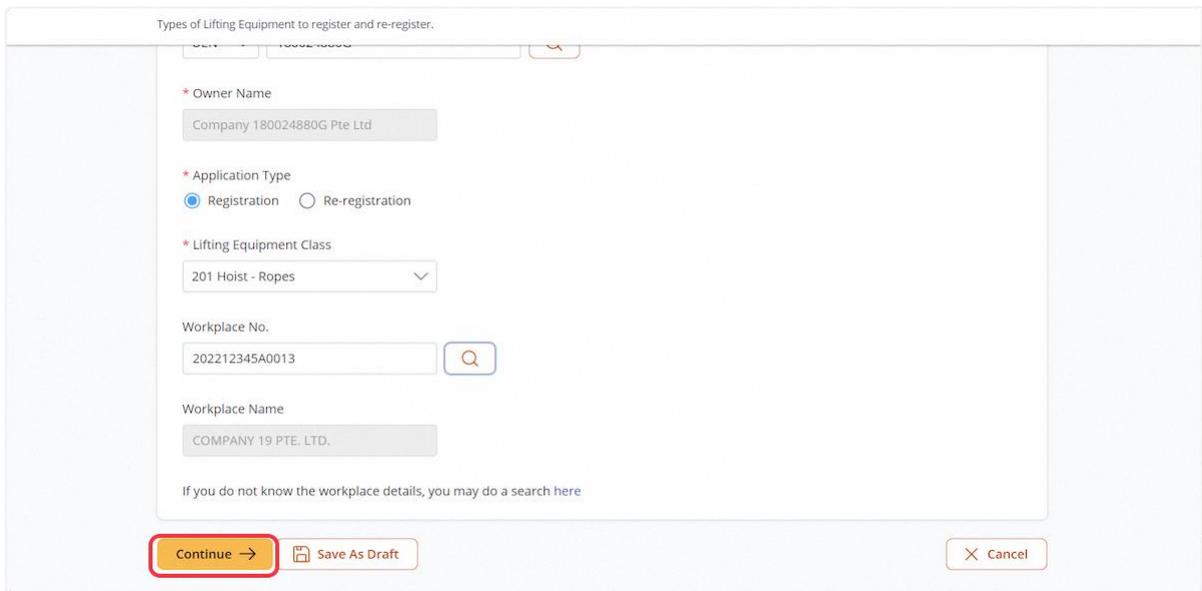
2.2.10 User will be redirected to the Lifting Equipment Details

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MINISTRY OF MANPOWER

Representative User: AE 01
Role: Authorised Examiner

Log out

Home > Register / Re-register

Register / Re-register

Types of Lifting Equipment to register and re-register.

Owner Particulars — Lifting Equipment Details — Examination Details — Supporting Documents — Preview — Acknowledgement

e-Submission No:

Lifting Equipment Details

* Brand and Model

* Distinctive No.

2.2.11 Fill in Lifting Equipment Details

Description in Details:

Fill in mandatory fields indicated with asterisks*.

Owners' Reference / Vehicle Registration No. is Mandatory for class 601, 602, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652.

Types of Lifting Equipment to register and re-register.

e-Submission No:

Lifting Equipment Details

* Brand and Model

Korbel Inc

* Distinctive No.

Dno 90893

* Energy Source

Battery Operated

Owners' Reference / Vehicle Registration No.

VEH 9099 K

* Machine Condition

◉ New   ○ Used

* Manufacture Year (YYYY)

2020

* Manufacture Country / Region

SINGAPORE

2.2.12 Fill in Lifting Equipment Details

Description in details:

Fill in mandatory fields indicated with asterisks*.

Max Boom/Span Length is mandatory for class 501, 502, 511, 512, 521, 522, 551, 552, 561, 562, 563, 599, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652, 661, 699, 701, 801, 802, 803, 804, 805, 806, 851, 852, 853, 854, 855, 890, 899.

Max Working Radius is mandatory for class 401, 551, 552, 561, 562, 563, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652, 661, 699, 701, 702, 703, 799.

Types of Lifting Equipment to register and re-register.

* Manufacture Country / Region

Search

* Nature of Installation

◯ Mobile   ◯ Permanent

* Design Safe Working Load (kg)

Length of Fly Jib / Extension (m)

Max. Boom / Span Length (m)

Max. Working Radius (m)

Examination Frequency (months)   6

2.2.13 Click on Continue

Description in details:

Back - Return to Previous Page.

Save as Draft - Save the application as Draft, which will be shown in the draft inbox.

Cancel - Return to Dashboard.

2.2.14 User will be redirected to Examination Details

2.2.15 Fill in Examination Details

Description in Details:

The examination type will default to 'Visual Examination & Load Test' for the first registration.

Fill in mandatory fields indicated with asterisks*.

Load Test Details for Variable Working Radius is mandatory for Class 551, 552, 561, 562, 563, 601, 602, 611, 612, 622, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652, 661, 699.

2.2.16 To add a load test, under the 'Add Load Test' section, fill in the details and click 'Add.'

Description in Details:

Fill in mandatory fields indicated with asterisks*.

Examination Date must be within 28 days from current date.

Design Safe Working Load must be equal or greater than Safe Working Load.

Safe Working Load cannot be greater than Test Load or Max Test Load.

2.2.17 Fill in examination particulars

Description in Details:

Fill in mandatory fields indicated with asterisks*.

Max. Safe Working Load (kg) is populated from the load test details, taking the highest value if multiple load tests exist.

Max. Test Load (kg) is populated from the load test details, taking the highest value if multiple load tests exist.

Load Test Date must be after Examination Date and before current date.

2.2.18 Data Logger / Outrigger monitoring or stability control system

Description in Details:

Verification of Data Logger field will be shown for Class 551, 552, 601, 602, 611, 612, 621, 622, 651, 652. If 'Yes' is selected, user is required to input Brand and Model.

Outrigger monitoring or stability control system field will be shown for Class 631, 632, 633, 638, 639. If 'Yes' is selected, user is required to input Brand and Model.

2.2.19 Click on Continue

* Due Date for Next Examination

05/08/2023 📅

Comments/Observations

Observation 1

(987 characters left)

← Back   Continue →   🖫 Save As Draft   ✕ Cancel

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2.2.20 User will be redirected to Supporting Documents

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MINISTRY OF MANPOWER

Representative User: AE 01
Role: Authorised Examiner   ➔ Log out

Home > Register / Re-register

Register / Re-register

Types of Lifting Equipment to register and re-register.

Owner Particulars	Lifting Equipment Details	Examination Details	Supporting Documents	Preview	Acknowledgement
✓	✓	✓	4	5	6

e-Submission No:

Supporting Documents

S.No	Supporting Documents	Submitted	Not Applicable
			☐
1	Owner's NRIC (front and back) (only for registration to individual person)	☐	☐
2	* Supporting Documents to show Ownership	☐	☐

2.2.21 Click on the highlighted area to upload supporting documents

Description in details:

Upload all mandatory documents indicated with asterisks*.

2.2.22 Select the document type for all uploaded documents

2.2.23 Check on "Not Applicable" for any document types that are not uploaded

2.2.24 Click on Continue

2.2.25 User will be redirected to the Preview page

Description in Details:

If the user wishes to edit the fields, click the "Edit" hyperlink on the right of the section. The edit hyperlink will redirect user to the relevant section (e.g. Owner/General Detail based on below screenshot).

2.2.26 Click on Add LE

Description in Details:

This function allows user to add multiple lifting equipment for group submission.

The current application must be saved as draft before proceeding.

2.2.27 Click Proceed

2.2.28 User will be redirected back to Terms and Conditions

Description in Details:

Repeat the registration process.

2.2.29 All draft applications will be shown in the List of Lifting Equipment(s) table

Description in Details:

LE Status must be "Ready For Submission" for successful group submission.

Take note that the current application the user is editing will not be shown in this table.

2.2.30 Check on the Lifting Equipments for submission and Declaration

2.2.31 Click on Submit upon confirmation

Description in Details:

Draft Certificate - Download a draft PDF certificate for review before submission.

2.2.32 (iOSH 2.0 Enhancement) User will be redirected to Acknowledgement page

Description in Details:

[Authorised Examiner] Click on 'Sign Certificate' to sign the certificate.

[Authorised Examiner Representative] There will be no option available to sign the certificate.

2.2.33 (iOSH 2.0 Enhancement) Click Proceed for signing of certificate upon prompt

2.2.34 (iOSH 2.0 Enhancement) User can download the Registration Summary and Certificate after signing the certificate successfully

Description in details:

Refer to Annex B and Annex C for the Registration Summary and Examination Certificate.

2.2.35 For AE Rep, signing is not allowed and application will be routed to the Authorised Examiner's Pending Signature inbox.

Description in details:

Refer to 2.1.4 for details on pending signature inbox.

2.3 Lifting Equipment eService – Re-register

2.3.1 Access eService Dashboard

Description in details:

Users can access Re-register by clicking the below link
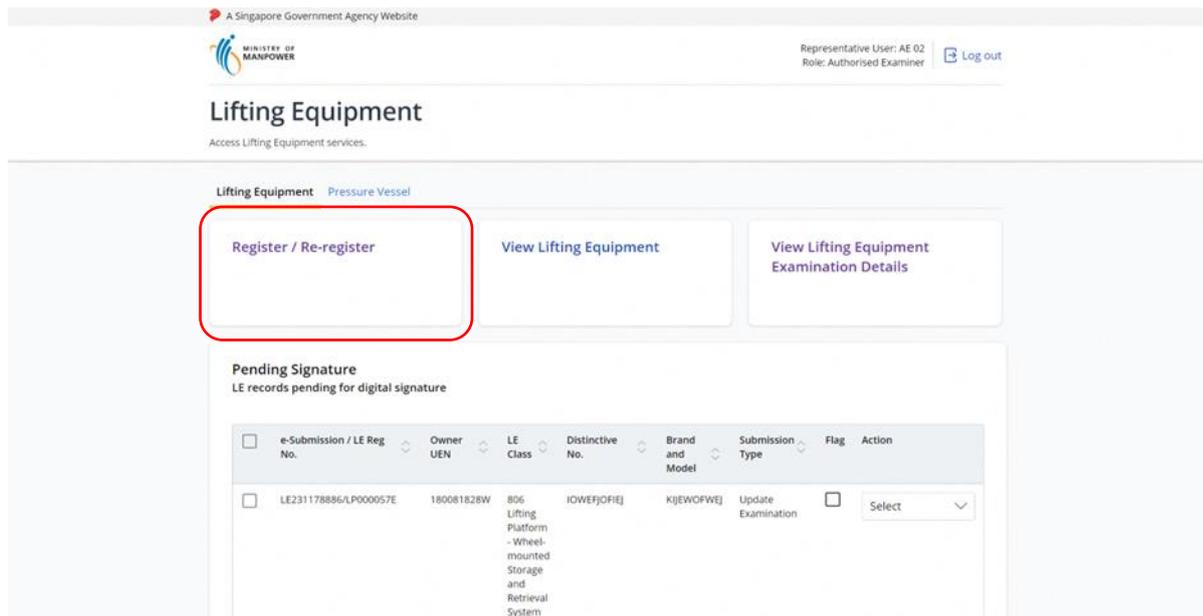
2.3.2 User will be redirected to the registration module
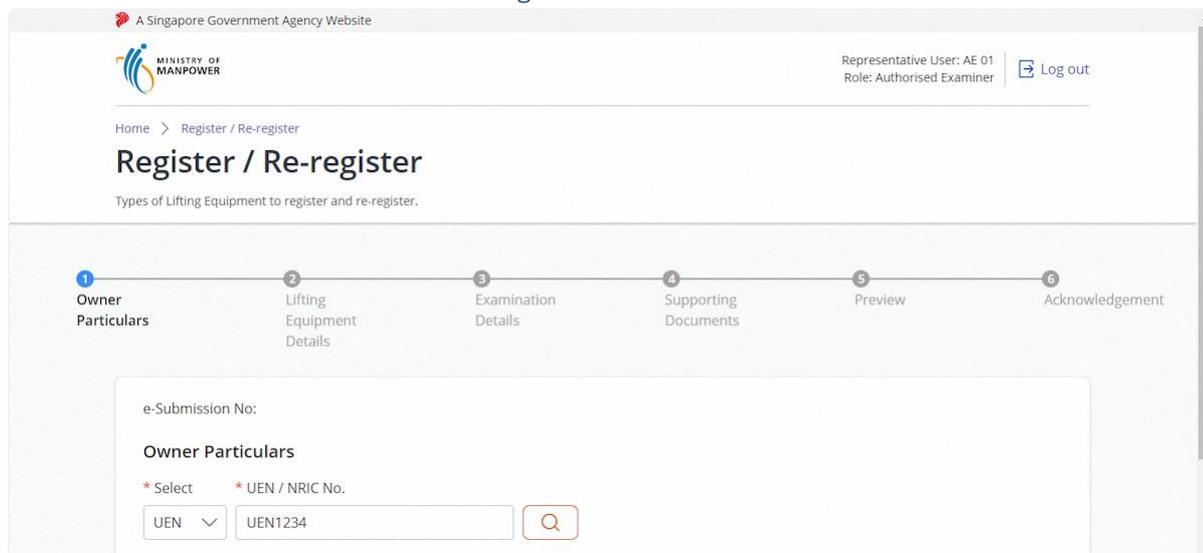
2.3.3 Click on Re-registration

2.3.4 Click on Yes upon prompt

2.3.5 Lifting Equipment Reg. No. field will be populated for user input, click Load

Types of Lifting Equipment to register and re-register.

e-Submission No:

Owner Particulars

* Select   * UEN / NRIC No.

[UEN ∨]   [   ]   [🔍]

* Owner Name

[   ]

* Application Type

◯ Registration   ⦿ Re-registration

* Lifting Equipment Reg. No.

[LL01000289V]   [Load]

* Lifting Equipment Class

[∨]

🛈 This field is mandatory.

2.3.6 The Lifting Equipment details will be populated

* Application Type

◯ Registration   ⦿ Re-registration

* Lifting Equipment Reg. No.

[LL01000289V]   [Load]

* Lifting Equipment Class

[109 Lift, n.e.c.   ∨]

* Please further specify Lifting Equipment description

[109 nec remark]

Workplace No.

[201113546D0051]   [🔍]

2.3.7 Review / Update the information

Description in Details:

For Re-registration, only specific fields are editable.

2.3.8 Click on Continue

2.3.9 User will be redirected to Lifting Equipment Details

2.3.10 Review / Update the information

Description in Details:

Please note that for re-registration, only specific fields are editable as shown below.

Owners' Reference / Vehicle Registration No. is Mandatory for class 601, 602, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652.

2.3.11 Review / Update the information

Description in Details:

Please note that for re-registration, only specific fields are editable as shown below.

Max Boom/Span Length is mandatory for class 501, 502, 511, 512, 521, 522, 551, 552, 561, 562, 563, 599, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652, 661, 699, 701, 801, 802, 803, 804, 805, 806, 851, 852, 853, 854, 855, 890, 899

Max Working Radius is mandatory for class 401, 551, 552, 561, 562, 563, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652, 661, 699, 701, 702, 703, 799

2.3.12 Click on Continue

Description in details:

Back - Return to Previous Page

Save as Draft - Save the application as Draft, which will be shown in the draft inbox.

Cancel - Return to Dashboard

2.3.13 User will be redirected to Examination Details

2.3.14 Fill in Examination Details (1)

Description in details:

Fill in mandatory fields indicated with asterisks*

Load Test Details for Variable Working Radius is mandatory for Class 551, 552, 561, 562, 563, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 651, 652, 661, 699.

2.3.15 Fill in Examination Details (2)

Description in details:

Fill in mandatory fields indicated with asterisks*

2.3.16 Click on Continue

Types of Lifting Equipment to register and re-register.

* Load Test Date

06/02/2023 📅

* Due Date for Next Examination

05/08/2023 📅

Comments/Observations

Re-registration

(985 characters left)

← Back   Continue →   💾 Save As Draft   ✕ Cancel

Report vulnerability ⧉ Privacy Terms of use Sitemap Contact us Supported browsers

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2.3.17 User will be redirected to Supporting Documents

A Singapore Government Agency Website

MINISTRY OF MANPOWER

Representative User: AE 01
Role: Authorised Examiner   ⧉ Log out

Home > Register / Re-register

Register / Re-register

Types of Lifting Equipment to register and re-register.

Owner Particulars — Lifting Equipment Details — Examination Details — ④ Supporting Documents — ⑤ Preview — ⑥ Acknowledgement

e-Submission No:

Supporting Documents

S.No	Supporting Documents	Submitted	Not Applicable ☐
1	Owner's NRIC (front and back) (only for registration to individual person)	☐	☐
2	* Supporting Documents to show Ownership	☐	☐

2.3.18 Upload supporting documents and select the document type

2.3.19 Check on Not Applicable for document types not uploaded

2.3.20 Click on Continue

2.3.21 User will be redirected to Preview

2.3.22 Check the Declaration checkbox and click Submit

Description in details:

Draft Certificate - –pen a PDF copy of the Draft Certificate

2.3.23 (iOSH 2.0 Enhancement) User will be redirected to Acknowledgement page. Click Sign Certificate

2.3.24 (iOSH 2.0 Enhancement) Click Proceed upon prompt
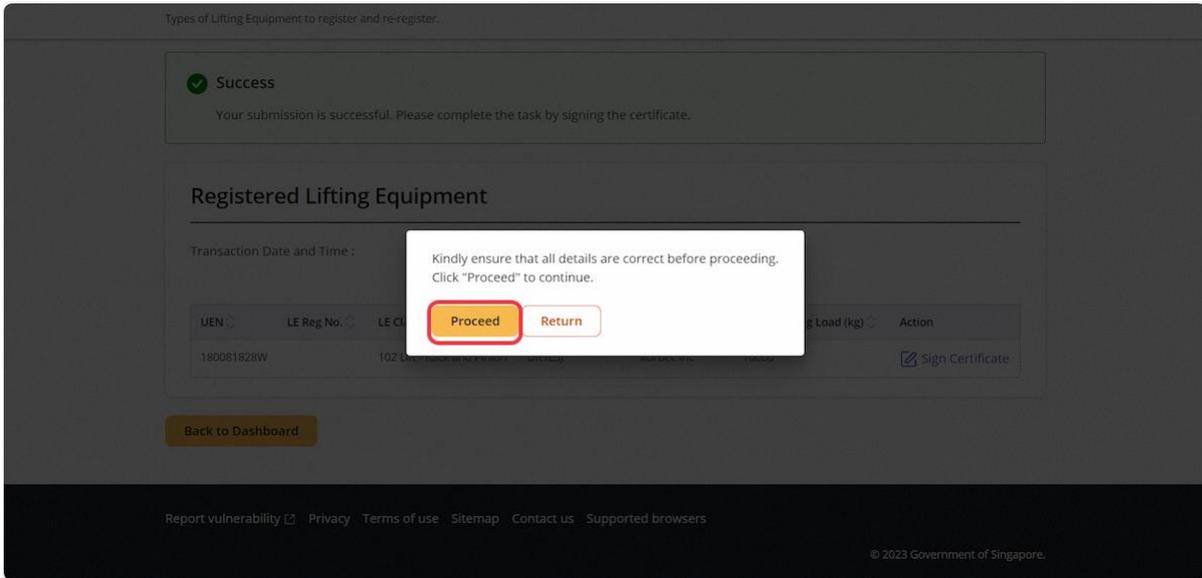
2.3.25 (iOSH 2.0 Enhancement) User will be redirected to the Acknowledgement page

Description in details:

Under the Action column, click on the Registration Summary or Certificate to download the PDF copy respectively.

Refer to Annex B and Annex C for the Registration Summary and Examination Certificate.

Back to Dashboard - Return to Dashboard

2.3.26 For AE Rep, signing is not allowed and application will be routed to the Authorised Examiner's pending signature inbox.

Description in details:

Refer to 2.1.4 for details on pending signature inbox.

2.4   Lifting Equipment eService - Update Registration

2.4.1   Access Lifting Equipment eService Dashboard [Authorised Examiner / Authorised Examiner Rep]

2.4.2   Under View Lifting Equipment, search for the Lifting Equipment

2.4.3 Click on Update Registration/Examination

Description in details:

This action is only applicable within 28 days of signing the certificate.

2.4.4 User will be redirected to Update Registration / Examination, Owner Particulars

2.4.5   Review Owner Particulars

Description in details:

Most fields are greyed out from editing.

2.4.6   Click on Continue

Description in details:

Cancel - Return to Dashboard

2.4.7   User will be redirected to Lifting Equipment Details

Description in details:

Users can review/edit the fields in this section.

2.4.8   User can review/edit the fields in this section

Description in details:

Max Boom / Span Length is mandatory for class code:

501, 502, 511, 512, 521, 522, 551, 552, 561, 562, 563, 599, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652, 661, 699, 701, 801, 802, 803, 804, 805, 806, 851, 852, 853, 854, 855, 890, 899.

Max Working Radius is mandatory for certain equipment classes.

401, 551, 552, 561, 562, 563, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 649, 651, 652, 661, 699, 701, 702, 703, 799.

2.4.9 Click on Continue

Description in details:

Back - Return to Previous Page

Cancel - Return to Dashboard

2.4.10 User will be redirected to Examination Details

2.4.11 Update Examination Details

Description in details:

Fill in mandatory fields indicated with asterisks*

2.4.12 To add load test, fill in the details and click Add

2.4.13 The load test will be added to the table

Description in details:

Users can also edit or remove any entries.

2.4.14 Review/edit the examination details

Description in details:

Fill in mandatory fields indicated with asterisks*.

2.4.15 Click on Continue

2.4.16 User will be redirected to Supporting Documents

2.4.17 User can add or remove supporting documents

2.4.18 Click on Continue

2.4.19 User will be redirected to Preview

2.4.20 Review Examination Details

2.4.21 Check on the Declaration checkbox

2.4.22 Click on Submit

Description in details:

Draft Certificate - Open a PDF copy of the draft certificate

Update registered Lifting Equipment.

	500	500	500

Comments/Observations :   Comment 1

Supporting Documents   ✐ Edit

Document Name	Document Type
Draft (1).pdf	2. Supporting Documents to show Ownership
Draft (3).pdf	13. Photograph(s) of Lifting Equipment
Draft (2).pdf	10. Lifting Equipment Inspection Report or Checklist

Declaration

☑ I hereby certify that the information given in this submission is true and correct to the best of my knowledge and belief. I am aware that legal actions may be taken against me if I had knowingly provided any false information.

← Back   Submit →   ✐ Draft Certificate   ✕ Cancel

2.4.23 User will be redirected to the Acknowledgement page

2.4.24 (iOSH 2.0 Enhancement) Click on Sign Certificate

2.4.25 (iOSH 2.0 Enhancement) Click Proceed
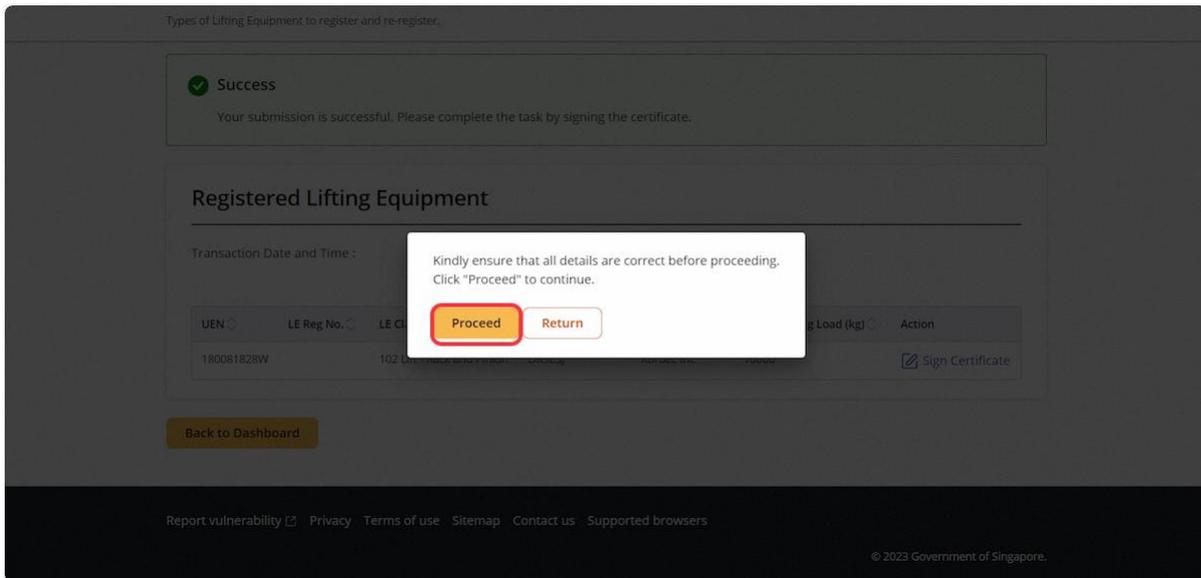
2.4.26 (iOSH 2.0 Enhancement) User will be redirected to the Acknowledgement page

Description in details:

Under the Action column, click on the Registration Summary or Certificate to download the PDF copy respectively.

Refer to Annex B and Annex C for the Registration Summary and Examination Certificate.

2.4.27 For AE Rep, signing is not allowed and application will be routed to the Authorised Examiner's pending signature inbox.

Description in details:

Refer to 2.1.4 for details on pending signature inbox.

2.5   Lifting Equipment eService - New Examination

2.5.1   Access Lifting Equipment eService Dashboard [Authorised Examiner / Authorised Examiner Representative]

2.5.2   Under View Lifting Equipment, search for the Lifting Equipment

2.5.3   Click on New Examination

2.5.4   User will be redirected to Examine Lifting Equipment

2.5.5   User can review & edit the field values

Description in details:

Fill in mandatory fields indicated with asterisks*

Create new examination for Lifting Equipment.

Lifting Equipment Reg. No. :	LL000059L
Brand and Model :	BM 9349
Distinctive No. :	DNo9 9843
Energy Source :	Diesel Engine
Manufacture Year (YYYY) :	2020
Manufacture Country/Region :	SINGAPORE
Machine Condition :	New
Nature of Installation :	Mobile
First Registration Date (DD/MM/YYYY) :	04/09/2023
De-registration Date (DD/MM/YYYY) :	
Registration Date (DD/MM/YYYY) :	04/09/2023
Examination Frequency (months) :	6

Vehicle Reg. No.

Design Safe Working Load (kg)

1000

Length of Fly Jib/Extention (m)

Max. Boom/Span Length (m)

Max. Working Radius (m)

2.5.6 Click on Continue

Description in details:

Back - Return to the previous page.

Save as Draft - Save the application as Draft, which will be shown in the draft inbox (Annex C for Draft Certificate sample).

Cancel - Return to Dashboard.

2.5.7 User will be redirected to Examination Details

2.5.8   Review Previous Examination Details

Description in details:

Load Test Details for Variable Working Radius table will not be shown if examination type is not Visual Examination & Load Test.

2.5.9   Scroll down to Current Examination Details, select Examination Type

Current Examination Details

Examination Type
○ Visual Examination   ○ Visual Examination & Load Test

* Examination Date

DD/MM/YYYY 📅

* Max. Safe Working Load (kg)

* Restrict Upgrading of Max Safe Working Load
◉ Yes   ○ No

Max. Test Load (kg)

* Due Date for Next Examination

DD/MM/YYYY 📅

2.5.10 If the Examination Type is "Visual Examination"

Description in details:

Input the examination fields.

Current Examination Details

* Examination Type
◉ Visual Examination   ○ Visual Examination & Load Test

* Examination Date

20/02/2023 📅

* Max. Safe Working Load (kg)

500

* Restrict Upgrading of Max Safe Working Load
◉ Yes   ○ No

Max. Test Load (kg)

500

* Due Date for Next Examination

19/08/2023 📅

Comments/Observations:

2.5.11 If the Examination Type is "Visual Examination & Load Test"

Description in details:

Two load test-related fields will be populated for user input.

Fill in mandatory fields indicated with asterisks*

Load Test Details for Variable Working Radius is mandatory for Class 551, 552, 561, 562, 563, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 651, 652, 661, 699.

2.5.12 Data logger fields will be displayed for user's input

Description in details:

Verification of Data Logger field will be shown for Class 551, 552, 601, 602, 611, 612, 621, 622, 651, 652. If 'Yes' is selected, user is required to input Brand and Model.

2.5.13 Outrigger monitoring or stability control systems fields will be populated for user input

Description in details:

Outrigger monitoring or stability control system field will be shown for Class 631, 632, 633, 638, 639. If 'Yes' is selected, user is required to input Brand and Model.

2.5.14 Click on the highlighted area to upload Supporting Documents

Description in details:

Upload all mandatory documents indicated with asterisks*

2.5.15 Select the document type for all uploaded documents

2.5.16 Check Not Applicable for any document types not uploaded

2.5.17 Click on Continue

2.5.18 User will be redirected to Preview

Lifting Equipment Details   ☑ Edit

Lifting Equipment Reg. No. :	LM000054A
Brand and Model :	EFWEFWEF
Distinctive No. :	WEFWEFIJO
Energy Source :	Petrol Engine
Vehicle Reg. No. :	FQEWF31
Manufacture Year (YYYY) :	2020
Manufacture Country/Region :	SINGAPORE
Machine Condition :	New
Nature of Installation :	Mobile
Design Safe Working Load (kg) :	10000
Length of Fly Jib/Extension (m) :	
Max. Boom/Span Length (m) :	1000.00
Max. Working Radius (m) :	
First Registration Date (DD/MM/YYYY) :	30/08/2023
De-registration Date (DD/MM/YYYY) :	
Registration Date (DD/MM/YYYY) :	30/08/2023
Examination Frequency (months) :	12

2.5.19 Review the Current Examination Details

Current Examination Details   ☑ Edit

Examination Date (DD/MM/YYYY) :	31/08/2023
Max. Safe Working Load (kg) :	11
Max. Test Load (kg) :	11
Load Test Date :	01/09/2023
Examination Type :	Visual Examination & Load Test
Due Date for Next Examination :	30/08/2024
Verification of Data Logger :	
Brand and Model of Data Logger :	
Is the lifting equipment installed with an outrigger monitoring or stability control system? :	
Brand and Model of outrigger monitoring or stability control system :	
Comments/Observations :	qwdwqd

Load Test Details for Variable Working Radius

Radius (m)	Test Load (kg)	Safe Working Load (kg)
11	11	11
11	11	11

2.5.20 Check the Declaration checkbox

2.5.21 Click on Submit

Description in details:

Draft Certificate - Open a PDF copy of the draft certificate in a new tab

2.5.22 User will be redirected to the Acknowledgement page.

2.5.23 (iOSH 2.0 Enhancement) Click on Sign Certificate

2.5.24 (iOSH 2.0 Enhancement) Click on Proceed

2.5.25 (iOSH 2.0 Enhancement) User will be redirected to the Acknowledgement page.

Description in details:

The Registration Summary and Examination Certificate can be downloaded under the Action column by clicking the hyperlink.

Refer to Annex B and Annex C for the registration summary and examination certificate.

2.6 Lifting Equipment eService - Update Examination

2.6.1 Access Lifting Equipment eService Dashboard [Authorised Examiner & Authorised Examiner Representative]

2.6.2 Under View Lifting Equipment, search for the Lifting Equipment to update the examination

2.6.3 Click on Search

Access Lifting Equipment services.

Draft application will be discarded after 60 days

☐ ⇕	LE Reg No.	LE Class ⇕	Owner Name	Owner UEN	Workplace Name ⇕	⋈	Action
☐	LL01000342K	101 Lift - Ropes	ABC Pte. Ltd.	UEN1234	CHINA CONSTRUCTION (SOUTH PACIFIC) DEVELOPMENT CO.PET LTD	☐	Select ⌄

1 to 1 of 1   ‹ Prev **1** Next ›

Items per Page: 5 ⌄

View Lifting Equipment

Search Selection *

| LE Reg. No. ⌄ | LH01000354X |

Reset   🔍 Search

2.6.4 Click on Update Examination

Description in details:

This action is only applicable within 28 days of signing the certificate.

2.6.5 User will be redirected to Update Lifting Equipment Examination

2.6.6 User can review the Lifting Equipment Details and amend specific fields

Description in details:

Fill in mandatory fields indicated with asterisks*

2.6.7 Click on Continue

Description in details:

Back - Return to Dashboard

Save as Draft - Save the application as Draft, which will be shown in the draft inbox (Annex C for Draft Certificate sample).

Cancel - Return to Dashboard

2.6.8 User will be redirected to examination details

2.6.9   Review & Edit Current Examination Details

Description in details:

Fill in mandatory fields indicated with asterisks*

Load Test Details for Variable Working Radius is mandatory for Class 551, 552, 561, 562, 563, 601, 602, 611, 612, 621, 622, 631, 632, 633, 638, 639, 641, 642, 651, 652, 661, 699

2.6.10 When examination type is "Visual Examination", load test-related fields will be hidden

Description in details:

Fill in mandatory fields indicated with asterisks*

2.6.11 For certain equipment classes, data logger fields will be populated for user's input

Description in details:

Fill in mandatory fields indicated with asterisks*

Verification of Data Logger field will be shown for Class 551, 552, 601, 602, 611, 612, 621, 622, 651, 652. If 'Yes' is selected, user is required to input Brand and Model.

2.6.12 For certain equipment classes, outrigger monitoring or stability control systems fields will be populated for user's input

Description in details:

Outrigger monitoring or stability control system field will be shown for Class 631, 632, 633, 638, 639. If 'Yes' is selected, user is required to input Brand and Model.

2.6.13 Review uploaded supporting documents

Description in details:

Fill in mandatory fields indicated with asterisks*

2.6.14 Click on Continue

2.6.15 User will be redirected to Preview

MINISTRY OF
MANPOWER

Representative User: AE 01
Role: Authorised Examiner   Log out

Home > Update Lifting Equipment Examination

Update Lifting Equipment Examination

Update examination for Lifting Equipment.

Owner/Lifting Equipment — Examination Details — Preview — Acknowledgement

Owner/General Details

UEN / NRIC :	UEN0010
Lifting Equipment Class :	201 Hoist - Ropes
Type Approval No. :	
Workplace No. :	20221234SA0010

Lifting Equipment Details   Edit

Lifting Equipment Reg. No :	LH01000354X
Brand and Model :	Korbec Inc
Distinctive No. :	DN 110198

2.6.16 Review Current Examination Details before submission

Update examination for Lifting Equipment.

Current Examination Details   Edit

Examination Date (DD/MM/YYYY) :	20/02/2023
Max. Safe Working Load (kg) :	500
Max. Test Load (kg) :	500
Load Test Date :	20/02/2023
Examination Type :	Visual Examination & Load Test
Due Date for Next Examination :	19/08/2023
Verification of Data Logger :	
Brand and Model of Data Logger :	
Is the lifting equipment installed with an outrigger monitoring or stability control system? :	
Brand and Model of outrigger monitoring or stability control system :	
Comments/Observations :	Comment 1

Load Test Details for Variable Working Radius

Radius (m)	Test Load (kg)	Safe Working Load (kg)
500.00	500	500
500.00	500	500

2.6.17 Check on the Declaration checkbox

2.6.18 Click on Submit

Description in details:

Draft Certificate - Open a PDF copy of the draft certificate in a new tab.

2.6.19 (iOSH 2.0 Enhancement) User will be redirected to Acknowledgement page, click Sign Certificate

2.6.20 (iOSH 2.0 Enhancement) Click on Proceed

2.6.21 (iOSH 2.0 Enhancement) User will be redirected to the Acknowledgement page

Description in details:

Under the action column, click on the Registration Summary or Certificate hyperlink to download the PDF copy respectively.

Refer to Annex B and Annex C for the Registration Summary and Examination Certificate.

Back to Dashboard - Return to eService Dashboard.
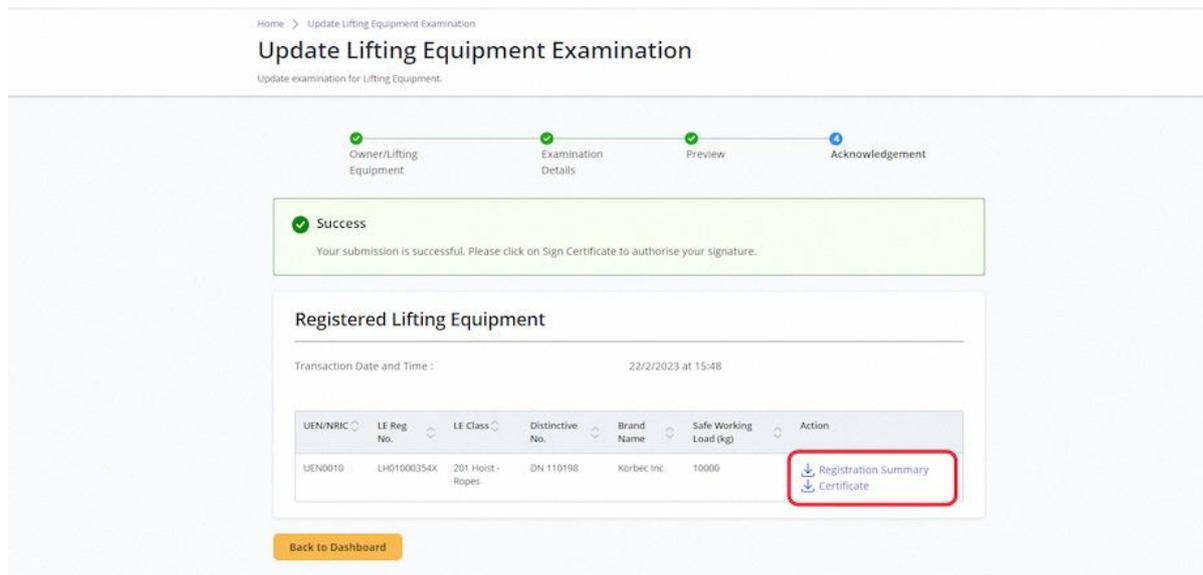
2.7 Lifting Equipment eService - Record and Update Repair

2.7.1 Navigate to Lifting Equipment eServices Dashboard [Authorised Examiner/Authorised Examiner Rep]

2.7.2 Search for the Lifting Equipment, click on Upload Repair under the Action column

Description in details:

Only Lifting Equipment in 'Working' or 'Due for Examination' status can upload repair record.

2.7.3 User will be redirected to the Record and Update Repair page

2.7.4 Fill in repair details (1)

Description in details:

Fill in mandatory fields indicated with asterisks*

2.7.5   Fill in repair details (2)

Description in details:

Fill in mandatory fields indicated with asterisks*

2.7.6   Click on the highlighted area to upload Supporting Documents

2.7.7 Select the document type for all uploaded documents

2.7.8 Check Declaration

2.7.9   Click on Submit

2.7.10 User will be redirected to the Acknowledgement page.

3 Annex

3.1 Annex A (List of Enhancements for iOSH 2.0)

- **Single logon to access both Lifting Equipment and Pressure Vessel eService modules** – Users will only need to can access and toggle between the Lifting Equipment and Pressure Vessel tabs;

- **Digital signing of certificates and reports** – All certificates generated for statutory equipment are digitally signed during the process of submission of examination records by Authorised Examiners. Hence, Authorised Examiners will not need to stamp or insert their wet-ink signatures on digitally signed certificates and reports. Please note that the submission is completed and the examination record is validated only after the certificates and reports have been digitally signed. Authorised Examiners can download and provide owners with the digitally signed copies of the examination certificates and reports;

- **Draft certificate of test and examination, report of examination and certificate of extension** – A draft copy of the certificate of test and examination, report of examination and extension certificate could be downloaded by Authorised Examiners before submitting and digitally signing the certificate or report. These draft copies are made available for the sole purpose of facilitating information verification;

- **Past examination records** – Authorised Examiners will be able to view details of historical examination records;

- **Updating of registration and examination records within 28 days of registration or examination date** – Most data fields in the registration record (except for owner and workplace details, registration number, and Lifting Equipment and Pressure Vessel class) and examination record will be made editable by Authorised Examiners, within 28 days from the registration or examination date;

- **Restricting Upgrading of Maximum Safe Working Load** – Authorised Examiners would be provided with an option to restrict the upgrading of maximum safe working load of Lifting equipment(s) in subsequent examinations based on technical and professional judgement during examinations;

- **Additional and mandatory data fields** – Lifting Equipment particulars such as brand and model of data logger and stability control system, and Pressure Vessel particulars such as design code and the manner in which water is fed into steam boilers is mandatory for input. Authorised Examiners will be prompted to enter the information when submitting the next examination record if such information in existing records are unavailable, with "Design Code (Sub)" referring to the specific section or division of the main design code; and

- **Mandatory documents** – Validation checks are incorporated to ensure that all mandatory document types are uploaded before submission.

- **Registration Summary with Quick Response (QR) code**
  - o A new document "Registration Summary", showing key details of the Lifting Equipment and Pressure Vessel will be introduced. This document can be downloaded by owners upon logging in to iOSH 2.0. The Registration Summary shall be printed in any size depending on practicality and owner's preference, and affixed onto the Lifting Equipment or Pressure Vessel as a form of identification. With this, "silver stickers" traditionally used to fulfil such purpose will no longer be required. The Registration Summary includes a QR code that is unique to each Lifting Equipment and Pressure Vessel. Upon scanning the QR code with any internet-enabled device, further details of the Lifting Equipment or Pressure Vessel and its live registration status would be provided without the need for any login.
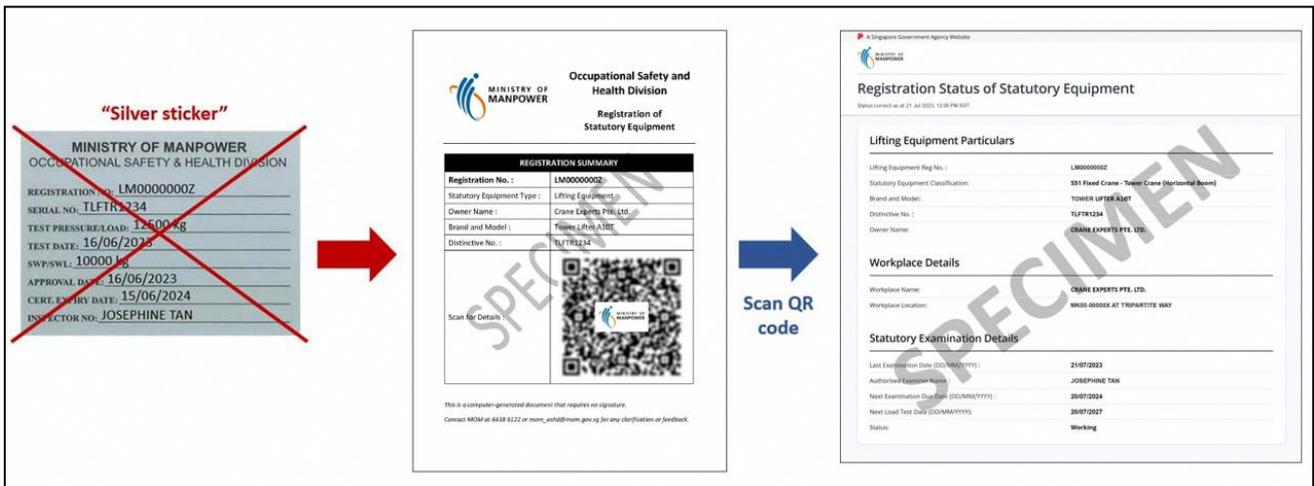
3.2 Annex B (Registration Summary)

3.2.1 Registration Summary

Description in details:

Scan the QR code to access the Registration Status of Statutory Equipment page.

REGISTRATION SUMMARY	
Registration No. :	LL000100P
Statutory Equipment Type :	Lifting Equipment
Owner Name :	Company 180081828W Pte Ltd
Brand and Model :	Brand Model 0010
Distinctive No. :	Distinctive 0590
Scan for Details :	LL000100P

This is a computer-generated document that requires no signature.

Contact MOM at 6438 5122 or mom_oshd@mom.gov.sg for any clarification or feedback.

3.2.2 Registration Status of Statutory Equipment

A Singapore Government Agency Website

MINISTRY OF MANPOWER

Registration Status of Statutory Equipment

Status correct as at 10 Jul 2023 11:25 AM SGT

Lifting Equipment Particulars

Lifting Equipment Reg No. :	LH01000306V
Statutory Equipment Classification:	203 Hoist - Hydraulic
Brand and Model:	Test Class 203a
Distinctive No. :	Test Class 203a
Owner Name:	Company 180081828W Pte Ltd

Workplace Details

Workplace Name:	COMPANY 16 PTE. LTD.
Workplace Location:	218 Ang Mo Kio Street 38 218212358

3.3 Annex C (Certificate of Test/Thorough Visual Examination of Lifting Equipment)

3.3.1 Examination Certificate (Draft)

MINISTRY OF MANPOWER

WORKPLACE SAFETY AND HEALTH ACT

CERTIFICATE OF TEST/THOROUGH VISUAL EXAMINATION OF LIFTING EQUIPMENT (LE)*

LE Registration No.	: **LL000059L**
UEN of Owner	: **180081828W**
Workplace No.	:

Owner of Lifting Equipment	Workplace Occupier and Location of Lifting Equipment
	At various locations

Particulars of Lifting Equipment

Type and Description of Lifting Equipment	**103 Lift - Hydraulic**	Classification Code	: **103**
Brand and Model	: **BM 9349**	Distinctive No.**	: **DNo9 9843**
Country/Region of Manufacture	: **Singapore**	Year of Manufacture	: **2020**
Source of Power	: **Diesel Engine**	First Registration Date	: **04/09/2023**
Max. Safe Working Load	: **100 kg**	Max. Boom Length/Span	:
Owners' Reference/Vehicle Registration No.	:	Length of Fly Jib/Extension	:

Particulars of Last Load Test

Date of Load Test : **04/09/2023**			Maximum Test Load : **100 kg**			
	(1)	(2)	(3)	(4)	(5)	(6)
Radius (m) :	**100**	**100**				
Test Load (kg) :	**100**	**100**				
Safe Working Load (kg) :	**100**	**100**				

Comments/Observations

Test

I certify that on **04/09/2023** the lifting equipment described in this certificate was examined thoroughly by me, as far as its construction permits, and that the above is a true report of my examination.

I further certify that the lifting equipment is found to be in compliance with the requirements stipulated in the Workplace Safety and Health Act and its subsidiary legislations, and is safe for use.

Expiry Date of Certificate	Date of Print of Certificate	Authorised Examiner's Name	Signature of Authorised Examiner
03/03/2024	**04/09/2023**	**AE 02**	

* Lifting Equipment refers to lifting gear, lifting appliance, lifting machine, lift and hoist as defined under the Workplace Safety and Health (General Provisions) Regulations.
** Distinctive No. refers to the identification or serial number assigned to the equipment by the manufacturer.

This is a draft certificate.

3.3.2 Examination Certificate

<table>
<tr><td>
MINISTRY OF MANPOWER
</td><td>
WORKPLACE SAFETY AND HEALTH ACT

CERTIFICATE OF TEST/THOROUGH VISUAL EXAMINATION OF LIFTING EQUIPMENT (LE)*
</td><td>
LE Registration No. : LL000059L
UEN of Owner : 180081828W
Workplace No. :
</td></tr>
</table>

Owner of Lifting Equipment	Workplace Occupier and Location of Lifting Equipment
	At various locations

Particulars of Lifting Equipment

Type and Description of Lifting Equipment	**103 Lift - Hydraulic**	Classification Code	**: 103**
Brand and Model	**: BM 9349**	Distinctive No.**	**: DNo9 9843**
Country/Region of Manufacture	**: Singapore**	Year of Manufacture	**: 2020**
Source of Power	**: Diesel Engine**	First Registration Date	**: 04/09/2023**
Max. Safe Working Load	**: 111 kg**	Max. Boom Length/Span	:
Owners' Reference/Vehicle Registration No.	:	Length of Fly Jib/Extension	:

Particulars of Last Load Test

Date of Load Test : **04/09/2023**   Maximum Test Load : **111 kg**

	(1)	(2)	(3)	(4)	(5)	(6)
Radius (m) :	**100.00**	**100.00**				
Test Load (kg) :	**100**	**100**				
Safe Working Load (kg) :	**100**	**100**				

Comments/Observations

fewfwef

I certify that on **04/09/2023** the lifting equipment described in this certificate was examined thoroughly by me, as far as its construction permits, and that the above is a true report of my examination.

I further certify that the lifting equipment is found to be in compliance with the requirements stipulated in the Workplace Safety and Health Act and its subsidiary legislations, and is safe for use.

Expiry Date of Certificate	Date of Print of Certificate	Authorised Examiner's Name	Signature of Authorised Examiner
03/03/2024	**04/09/2023**	**AE 02**	Digitally signed by **AE 02** 04 Sep 2023, 02:28:46 PM SGT

* Lifting Equipment refers to lifting gear, lifting appliance, lifting machine, lift and hoist as defined under the Workplace Safety and Health (General Provisions) Regulations.
** Distinctive No. refers to the identification or serial number assigned to the equipment by the manufacturer.

This certificate is digitally signed and current status of LE is verifiable through the QR code.

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