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<Owner>

IMPORTANT

**Hydraulic Elevators with buried Single Bottom Cylinders
To be Shut Down and Removed from SERVICE after MAY 1st 2015**

TSSA's record indicate that you are the owner of a hydraulic elevator with Installation Number:
<_____> located at <_____>

This installation incorporates a buried single bottom cylinder that can fail due to corrosion and **MUST BE REMOVED** from service after MAY 1st, 2015 if not upgraded or retrofitted.

NOTE: Temporary permission to operate beyond this date may be sought via a Variance in conjunction with conformance to strict operational requirements.

In April 2010, TSSA released **INFORMATION BULLETIN # 243/10** to alert Owners / Operators about upcoming changes affecting **existing hydraulic elevators** that have **buried single bottom cylinders**. In September 2012 and in October 2014, TSSA issued a targeted mail-out advising owners that devices with these cylinders need attention if they are to remain in operation.

Buried single bottom cylinders can fail catastrophically causing elevators to free fall and cause injury to riders. To manage this risk until the May 1st 2015 deadline for upgrade, your elevator maintenance provider has been required to perform **monthly oil loss monitoring** to ensure there are no early warning signs of oil loss due to corrosion.

Our records indicate the above noted device is currently in an Active Status and has not been upgraded. To remain in compliance with regulatory requirements, these installations **MUST BE SHUT DOWN / REMAIN SHUT DOWN after **May 1st 2015** until the required upgrades are completed and inspected by a TSSA inspector.**

If you require additional time beyond May 1st 2015 to comply and wish to continue operating this installation(s) until retrofitted, you **MUST** seek a variance from the requirement to remove the device from service until upgraded. Any such request must demonstrate to the satisfaction of the Director that the variance would not detrimentally affect the safe use of the elevating device or the safety of any persons. To assist owners in managing this process, you may refer to the **Guideline for Variance – Operating an elevator with a buried single bottom cylinders beyond May 1, 2015** located at:

<https://www.tssa.org/regulated/elevating/elevatingApplications.aspx>

If you have already taken action and believe your equipment has been upgraded as required, you can forward a communication to ed-update@tssa.org.

Should you have any questions or require further assistance please contact a Customer Services Advisor at 1.877.682.TSSA (8772) or e-mail customerservices@tssa.org.

Yours truly,

Roger Neate,
Director, Ontario Regulation 209/01 (Elevating Devices)