



STATE OF WASHINGTON
DEPARTMENT OF LABOR & INDUSTRIES
PO Box 44400 • Olympia, WA 98504-4400

RE: Conveyance Management Portal newsletter #28 (February 2025)

Dear elevator industry business, property owner or manager, and other interested parties,

Moving the go live for the Conveyance Management Portal (CMP, or Portal) Project a third time is the last thing the team wants to do. After exploring all options for the issues we face, the team has rescheduled the go-live date to March 26.

The reasons for this change are far different from when we moved the date from October 2024 to Feb. 26, 2025. Right now, we are extremely close to finishing the work, including connecting the Portal with all of the various L&I systems.

The delay is needed because our end-to-end testing revealed some critical financial bugs, such as incorrect data on invoices or issues purchasing permits because of inaccurate data. Also, we want to make certain the accuracy of information we migrate into the Portal not only around financial transactions but also licensing, variance and plan documents.

We selected March 26 after a thorough review with the vendor (Aithent) of the remaining issues. The timeline actually called for three weeks, but we included an additional week as a buffer to provide assurance we will meet the new launch date.

It was impossible, in scheduling the launch from the October to February date, to anticipate the bugs in integrating the company's Software As A Service product to all of the agency's systems.

What this means for you

The benefit to you is more time to get to know the Portal. We have already uploaded training videos on www.Lni.wa.gov/CMP. More videos and user guides will be added in coming weeks. We've added more training dates. You can expect more communications with training opportunities and website updates as we prepare to go live. *(Note: See a current list at the end of this message. Once you've signed up, you'll receive an email link to the meeting).*

ESAC meeting

The Elevator Safety Advisory Committee will hold a regular meeting Feb. 18. There will be a variety of conveyance-related information including about the Portal. The meeting begins with a "stakeholder discussion" at 8 a.m. The formal meeting will start at 9 a.m. [ESAC advises the agency](#) on all matters involving conveyances. Representatives include stakeholders from across the industry.

Here's how to join the virtual Teams meeting:

- **Join on your computer or mobile app**
[Click here to join the meeting](#)
- **Or call in (audio only)**
[+1 253-372-2181](tel:+12533722181), [152505975#](tel:+152505975)
Phone Conference ID: 152 505 975#

The decision to move the launch is not one that the team took lightly. In keeping with our project vision, though, we want to ensure we are transparent and launch a product that makes the work easier and more efficient for you and our staff.

Questions? Please contact the Elevator Program at 360-902-6130 or ElevatorSect@Lni.wa.gov.

Gerald R. Brown CLSSYB

Chief Elevator Inspector – QEI C-4789

Washington State Elevator Program Manager - AHJ

Conveyance Management Portal training dates and times

Date	Time	Link*	Topic/audience
March 4	10:30 a.m.-noon	Sign Up	Contractor – Apply for a permit, Renew/reinstate permit, Proof of Correction process
March 6	10 a.m.-noon	Sign Up	Building owners/property managers, Annual Operating Certificates, Inspection corrections
March 11	1-3 p.m.	Sign Up	Contractor – Apply for a permit, Renew/reinstate permit, Proof of Correction process
March 19	1-2:30 p.m.	Sign Up	Building owners/property managers, Annual Operating Certificates, Inspection corrections
March 20	8-9:30 a.m.	Sign Up	Building owners/property managers, Annual Operating Certificates, Inspection corrections
March 26	8-11 a.m.	Sign Up	Registration support for all customers
March 27	1-3 p.m.	Sign Up	Registration support for all customers
March 28	8-11 a.m.	Sign Up	Open house – bring your questions (no formal presentation)
April 1	10-12 noon	Sign Up	Open house – bring your questions (no formal presentation)
April 3	10-12 noon	Sign Up	Open house – bring your questions (no formal presentation)

**(Note: We will use Teams for virtual meetings)*

We've scheduled the training sessions for varying times, dates, and audiences. If you miss one training, feel free to attend another. You can also bring your questions to an open house, or email CMPTTraining@Lni.wa.gov. You can also see trainings and download user guides on our website, www.Lni.wa.gov/CMP.