



STATE OF WASHINGTON
DEPARTMENT OF LABOR & INDUSTRIES

PO Box 44400 • Olympia, WA 98504-4400

RE: March 2025 newsletter – Conveyance Management Portal goes live March 26

I'm happy to provide exciting news: The Conveyance Management Portal (CMP, Portal) **will go live March 26**. Here's a brief project update and what you can do now to get ready for the launch:

Leading up to launch

All business with the Elevator Program will be done manually until launch. We've turned off all of the program's online services so we can have the smoothest transition with the least impact. What this means for you is to send permit applications and plans [by email](#) or by visiting one of [L&I's office locations](#). Payments for permits or invoices can be made by visiting one of L&I's office locations, or sending via mail. Submit permit applications with plans via email to: Elevatorsect@lni.wa.gov

Attend training sessions. At the end of this message, see a complete list of free training sessions geared specifically for you. There will also be open houses, where you can bring your questions for a quick response. Any questions specifically about the Portal should be sent to: CMPTraining@lni.wa.gov.

Review on-demand training materials. User guides and short videos are already available online at www.lni.wa.gov/CMP. And remember to tell others to [join the Elevator Program email list for project news and other updates](#).

Launch day and afterward

On March 26 and 27, we urge you to attend open houses where you will receive registration assistance for signing onto the Portal. At the end of this message, see a complete list of free training sessions geared specifically for you. This launch represents the culmination of effort from a wide range of industry and agency representatives. I look forward to a bright future,

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 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.