



通 NOTICE 告

Monthly Inspection, Testing & Maintenance for Exit Sign and Emergency Lighting (February 2014)

To : All users of Hung Hing Ying Building, Pao Siu Loong Building, Kadoorie Biological Sciences Building, Knowles Building, Library Building (New Wing and Old Wing) and Loke Yew Hall

Duration : 06 Feb 2014 (Thursday) - 08 Feb 2014 (Saturday)
09:00a.m. - 06:00p.m. (Daily)

Area of Work :

- 1.Hung Hing Ying Building
2.Pao Siu Loong Building
3.Knowles Building
4.Library Building (New Wing)
5.Library Building (Old Wing)
6.Loike Yew Hall

See Attachment : N/A

Reasons / Remarks :

The testing service for Exit sign and Emergency Lighting is scheduled to take place on the dates as above and be arranged on floor by floor basis.

Entry into office accommodation is required.

During this period, emergency lighting in office at specific floor of the captioned building(s) will be intermittently suspended at short duration (approximately 1 minute).

Departments will be informed individually before testing.

Thank you for your attention.

Noisy work will be kept to a minimum. The Estates Office as well as the contractor apologizes for any inconvenience caused.

Estate Office Contacts

Table with 4 columns: Contact Type, Name, and two phone numbers. Rows include General Enquiry, Technical Manager, and Facilities Officer(s).

Contractor Contacts

Table with 5 columns: Name of Contractor, Contact Person, and three phone numbers. Row includes Wenden Engineering Service Co., Ltd.

- Notes : (1) This is a computer-generated notification by e-mail, no authorisation signature is required.
(2) Please circulate this notification to colleagues of your office for their attention.
(3) To ensure that your office will receive the maintenance notices in future, Departments must notify the Estates Office of change of the designated e-mail address via Department Heads four weeks in advance for our processing.