



通 NOTICE 告

Monthly Inspection, Testing & Maintenance for Exit Sign and Emergency Lighting (October - December 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 :
October 7-9, 2014
November 5-7, 2014
December 4-6, 2014
(09:00 - 18:00 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. Loke Yew Hall
7. Kadoorie Biological Sciences Building

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

General Enquiry	Maintenance Help Desk	Tel	2547 9522
Technical Manager	Mr. Jacky Lam	Tel	2241 5626
Facilities Officer(s)	Mr. Wong Lai Man	Mr. Ng K.F.	Tel 6132 0086 6056 8377

Contractor Contacts

Name of Contractor	Wenden Engineering Service Co., Ltd.			
Contact Person	Mr. Davy C. Y. Cheng	Mr. Eric Chan	Tel	9555 5584 6977 1061

- 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.
"Application for Change of E-Mail Address for Receiving Maintenance Notices via EO Notice System" can be downloaded at Estates Office Intranet via HKU Portal.

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