



通 NOTICE 告

Half-year Inspection, Testing, Maintenance for Ventilation / Air Conditioning Control System

To : All users of Library Building (Old Wing & New Wing)

Duration : 23 Jun 2018 01:00p.m. (Saturday) - 23 Jun 2018 02:30p.m. (Saturday)

Area of Work :

Library Building (Old Wing & New Wing)

See Attachment : N/A

Reasons / Remarks :

The Inspection, Testing, Maintenance for Ventilation / Air Conditioning Control System is scheduled as above. During the testing period, central air conditioning will be intermittently suspended.

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.

Estates Office Contacts during office hours

Facility Management	Jones Lang LaSalle (Main Campus & CC)	Tel	3917 8123
General Enquiry	Ms. Emmy Shea	Tel	3917 1830
Technical Manager	Mr. S. K. Lau	Tel	3917 5626
Facilities Officer(s)	Mr. Tsoi Wing Ki	Tel	6396 9973

Contractor Contacts

Name of Contractor	Wenden Engineering Service Co., Ltd.			
Contact Person	Mr. Anson Chan	Mr. Joe Yee	Tel	6537 0651 / 9756 6694

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.