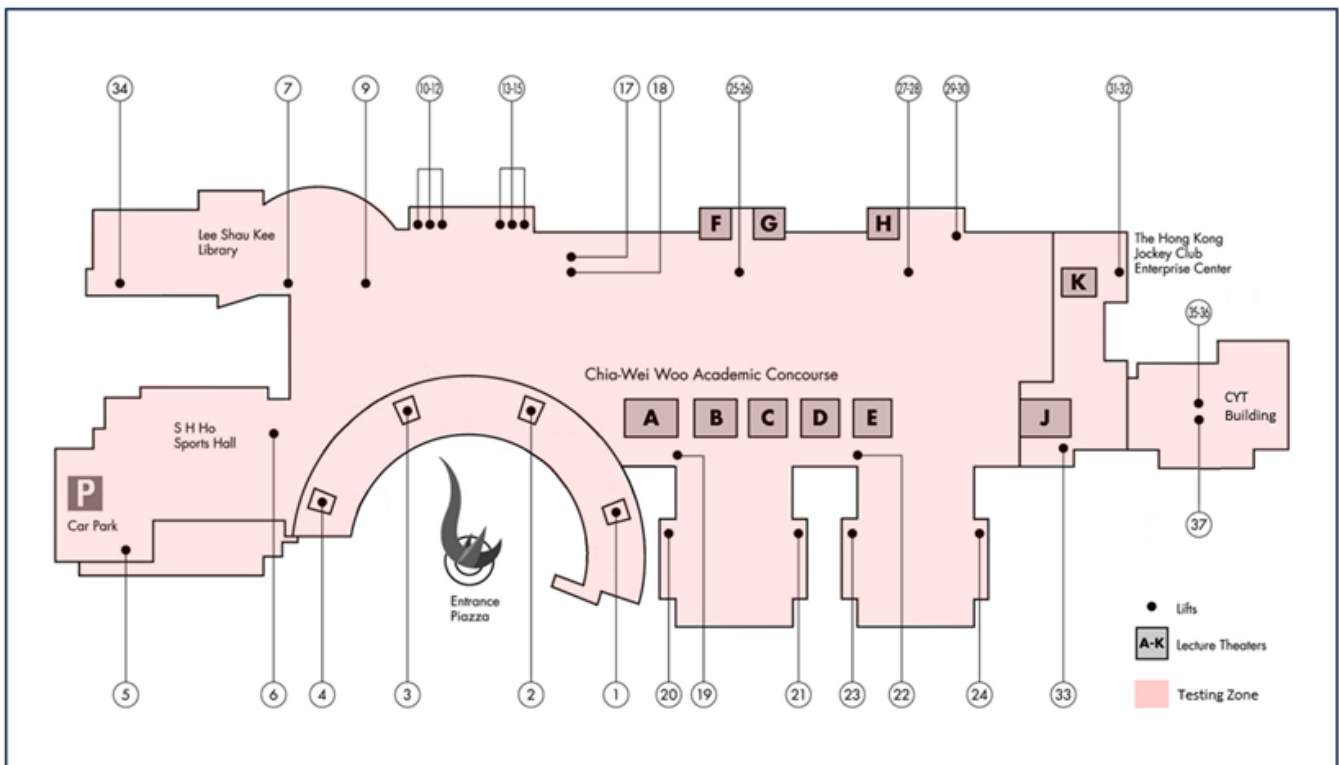




Annual Testing and Inspection of Fire Alarm and Alert System at Academic Building on 29 December 2024

Dear Members of HKUST,

On 29 December 2024 (Sunday) between 8:30am and 6:00pm, CMO will be conducting an annual testing and inspection for 1) visual and audio fire alarm and alert system, 2) emergency public address system and 3) lift homing at Main Academic Building, as highlighted on the plan below.



The purpose of conducting this annual testing and inspection is to ensure the proper functioning of the fire alarm and alert system, which is essential for safeguarding the lives and safety of campus users in the event of a fire. This is in compliance with the requirements established by the Fire Services Department. Please note that the following tests will be performed within the designated testing zone during the specified period to verify the functionality of the fire alarm and alert system.

Type of Test	Purpose of Test	Testing Procedure
1) Automatic Fire Alarm (AFA) System Test	The purpose of the test is to verify the proper functioning of the audio and visual fire alarm and alert systems, which include alarm bells, buzzers, and flashing lights, ensuring that they are in optimal working condition.	1) Fire alarm bells and buzzers will ring, and flashing lights will flash intermittently in the testing zone during the testing period. (It is important to note that in the event of a REAL FIRE, the alarm will remain on continuously, the flashing lights will continue to flash, and you will receive instructions through ceiling speakers to evacuate the building.) 2) The testing will be carried out area by area systematically until the entire testing zone is fully tested and inspected.
2) Public Address (PA) System Test	The purpose of the test is to verify the proper functioning and condition of the emergency announcement system, ensuring that it is in good working order.	1) Light music, fire drill and fire evacuation message will be played. 2) Voice message of 1,2,3 will be broadcasted intermittently in the testing zone through ceiling speakers during the testing period.
3) Lift Homing Test	The purpose of the test is to ensure that in the event of a fire outbreak, all lifts can automatically return to the main landing floors, safely transporting passengers inside the lift to a secure location. Once the lifts reach the main landing floor, they should be locked with doors open to prevent passengers from using the lifts during a fire.	1) A fire event will be simulated by activating the master fire alarm, resulting in continuous ringing of all fire alarm bells for approximately 10-15 minutes. This will take place between 8:30am to 9:00am. 2) During the simulated fire outbreak, all lifts will sequentially home to the main landing floor, typically G/F. (Campus users are advised not to use the lifts during the testing period. In the event that you are using the lift when testing is in progress, the lift will stop a very short while, and then automatically return to the G/F, where the doors will open for your release. We kindly request you to remain calm and avoid any panic.)

If you have any questions or require technical assistance, please feel free to contact Mr KM Chui at extension 6495 or Mr Rodger Ha at extension 2814.

Thank you in advance for your cooperation and sorry for any inconvenience this may cause.

Best regards,
Campus Management Office