



**Routine Maintenance of Emergency Ventilation (EV) System in January 2025**

Please be informed that CMO-BS(M)'s contractor Honeywell will carry out the routine maintenance of the emergency ventilation (EV) keyswitches system according to the following schedule from 9:00am to 5:30pm.

Start date	Finish date	Affected Rooms or Corridor
2-Jan-25	3-Jan-25	7101-7107(7K) 7250-7253(7J)
3-Jan-25	6-Jan-25	7108-7137, 7139, 7152(7L) 7301(7H)
7-Jan-25	10-Jan-25	6101-6116(6K) 6201-6260(6J)
10-Jan-25	15-Jan-25	6117-6150(6L) 6267-6320(6H)
15-Jan-25	16-Jan-25	4091-4099, 4101-4116A(4K) 4201-4221A(4J)
16-Jan-25	20-Jan-25	4116B-4146, 4150(4L) 4222A-4230(4H)
20-Jan-25	21-Jan-25	3101-3111B(3K) 3201-3220(3J) 3112-3130(3L)
21-Jan-25	22-Jan-25	2122-2125B(2K) 2133-2154, 2151, 2158&2159(2L) 2211-2239(2H)
22-Jan-25	24-Jan-25	1208-1218, 1201-2209E,1213, A&B (1J) G031A-C
24-Jan-25	28-Jan-25	7161A-7167(7EC) 6143-6150(6EC) 4160-4161B(4EC) 2162-2166(2EC)

Each keyswitch will be activated for approximately 30 seconds. The fume cupboard operation will be affected intermittently since the exhaust fans will be running at full speed during this short duration. The sirens, buzzers and flashing lights will be triggered briefly. Lab access for the contractor would be helpful.

In case of a real EV keyswitch alarm during the test, the siren will be triggered continuously.

Please notify all affected staff and student of this testing program.

Thank you for your attention.