

From: Deputy Director, Admin
Sent: Wednesday, June 06, 2012 3:07 PM
To: +All HQ Employees
Subject: Building Update
Importance: High

BUILDING LIGHTING TESTING – June 6th at 7:00 p.m.

This evening at 7:00 p.m., the Department of General Services will perform a test of the lighting system in the 450 N Street headquarters building. The entire building will be tested tonight and the lighting will be out momentarily in each section as the test is performed floor to floor throughout the building.

ANNUAL ALARM TESTING – Building Closure next weekend, May 15th – 17th, 2012

Next Friday, June 15th at 7:00 p.m., the Department of General Services will begin their annual test of the fire and life safety alarm system at the 450 N Street headquarters building. This work will cause sounding of the horns and activation of the strobes throughout the entire building with additional testing throughout the weekend.

Please note that the BOE network will not be affected from this testing. BOE staff should plan to stay out of the building after 7:00 p.m. on June 15th through Sunday, June 17th while the testing is performed. BOE will resume normal business operations on Monday, June 18th.

We appreciate your assistance and apologize for any inconvenience this may cause.

Thank you,

Liz Houser
Deputy Director Administration
Board of Equalization
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