

From: Deputy Director, Admin

Sent: Tuesday, October 09, 2012 10:03 AM

To: +All HQ Employees

Subject: 450 N Street Building Closure the weekend, of October 12th, 2012

ANNUAL ALARM TESTING – Building Closure the weekend of October 12th – 14th, 2012

Beginning **Friday, October 12th at 7:00 p.m.**, the 450 N Street building will be closed to allow the Department of General Services to conduct their annual test of the fire and life safety alarm systems; the testing will continue through **7:00 p.m. on Sunday, October 14th**. This testing throughout the weekend will cause sounding of the horns and activation of the strobes throughout the entire building. BOE staff should plan to stay out of the building from 7:00 p.m. on October 12th through 7:00 p.m. on Sunday, October 14th while the testing is performed.

Please note that the BOE network will not be affected by this testing.

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

Thank you,
Liz Houser
Deputy Director Administration
Board of Equalization
(916) 445-4272