



## MEMORANDUM

<b>To</b>	<b>: RCBC Plaza Tenants</b>	<b>Date :</b>	<b>April 20, 2016</b>
<b>From</b>	<b>: Property Management Office</b>	<b>Ref. No. :</b>	<b>PMO-AMM-2016-39</b>
<b>Subject</b>	<b>: ITC TESTING OF FLOW SWITCH</b>		

Message:

Please be advised of the schedule of our Sprinklers System Quarterly Testing (Alarms/Inspector's Test Connections). This activity will take place on all Female CR and will take less than 30 minutes per floor. Thus, we are requesting access to your floors' female toilets.

The main objective of this exercise is to check the functionality of our sprinklers system as well as to ensure its interface and inter-connection to our Main Fire Alarm Control Panel.

We are hoping for your usual cooperation, please.

Below is the schedule per floor for your reference.

DATE	TIME	TOWER	FLOOR
April 25, 2016 (Monday)	9:00 am - 11:30 am	Tower 1	30 <sup>th</sup> , 31 <sup>st</sup> , 41 <sup>st</sup> , 43 <sup>rd</sup> , 44 <sup>th</sup> , 45 <sup>th</sup> , 46 <sup>th</sup> , 47 <sup>th</sup> , 48 <sup>th</sup>
	2:00 pm - 5:00 pm	Tower 1	17 <sup>th</sup> , 19 <sup>th</sup> , 20 <sup>th</sup> , 22 <sup>nd</sup> , 24 <sup>th</sup> , 25 <sup>th</sup> , 26 <sup>th</sup> , 27 <sup>th</sup> , 28 <sup>th</sup> , 29 <sup>th</sup> , 39 <sup>th</sup>
April 26, 2016 (Tuesday)	9:00 am - 11:30 am	Tower 1	5 <sup>th</sup> , 7 <sup>th</sup> , 23 <sup>rd</sup> , 32 <sup>nd</sup> to 39 <sup>th</sup> , 42 <sup>nd</sup>
	2:00 pm - 5:00 pm	Tower 1	6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> , 9 <sup>th</sup> , 10 <sup>th</sup> , 11 <sup>th</sup> , 12 <sup>th</sup> , 14 <sup>th</sup> , 15 <sup>th</sup> , 16 <sup>th</sup> , 18 <sup>th</sup> , 21 <sup>st</sup>
April 27, 2016 (Wednesday)	9:00 am - 11:30 am	Tower 2	18 <sup>th</sup> , 19 <sup>th</sup> , 20 <sup>th</sup> , 21 <sup>st</sup> , 22 <sup>nd</sup> , 23 <sup>rd</sup> Opening of fire Exit Doors
	2:00 pm - 5:00 pm	Tower 2	5 <sup>th</sup> , 6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> , 11 <sup>th</sup> , 12 <sup>th</sup> , 14 <sup>th</sup> , 15 <sup>th</sup>
April 28, 2016 (Thursday)	9:00 am - 11:30 am	Tower 2	33 <sup>rd</sup> , 34 <sup>th</sup> , 35 <sup>th</sup> , 36 <sup>th</sup> , 37 <sup>th</sup> , 38 <sup>th</sup> , 39 <sup>th</sup> , 40 <sup>th</sup> , 41 <sup>st</sup>
	2:00 pm - 5:00 pm	Tower 2	25 <sup>th</sup> , 26 <sup>th</sup> , 27 <sup>th</sup> , 28 <sup>th</sup> , 29 <sup>th</sup> , 30 <sup>th</sup> , 31 <sup>st</sup> , 32 <sup>nd</sup>
April 29, 2016 (Friday)	9:00 am - 11:30 am	Tower 1	Podium 4- Basement 7
	2:00 pm - 5:00 pm	Tower 2	Podium 4- Basement 7
April 30, 2016 (Saturday)	9:00 am - 11:30 am	Tower 2	9 <sup>th</sup> , 10 <sup>th</sup> , 16 <sup>th</sup> , 17 <sup>th</sup>

Yours Sincerely,

**ENGR. JIMMY ARENO JR.**  
FDAS Supervisor

Noted By:

**ENGR. EVARISTO MEDINA**  
Property Manager