

MEMO

To : **Menara TA One Occupants & TA Staffs**
From : TA Property Management Department
Date : 7th October 2020
Subject : Fireman Switch Repair

Following the memo sent on the 22nd September 2020 titled “Fire and Rescue Department Building Requirements”, we will be performing fireman switch repairs in compliance to the Fire and Rescue Department building requirements.

The repair work will take place from 13th October 2020 till 18th October 2020, following the time and date stated below:

Phase	Level	Date	Time
Phase 1	8th till 12th Floor	13/10/2020	12.00am – 6.00am
Phase 2	13th till 17th Floor	14/10/2020	
Phase 3	18th till 21st Floor	15/10/2020	
Phase 4	22nd till 26th Floor	16/10/2020	
Phase 5	27th till 31st Floor	17/10/2020	
Phase 6	32nd till 35th Floor	18/10/2020	

Electricity supply will be turned off during the repair. Kindly ensure that all electrical items are turned off and all perishable goods are kept in a well-preserved location.

It is compulsory for all tenants to comply with the instruction from the Fire and Rescue Department to ensure we achieve the required level of safety and hazard preparedness by 3rd of November 2020.

Kindly provide us with the contact of the person in charge of health and safety of your company via email to propertymanagement@ta.com.my. We will further elaborate on the action plan to fulfill the requirements set by the Fire and Rescue Department.

Note: This is a computer-generated document. No signature is required.

TA GLOBAL BERHAD

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