



**Notice of Service Interruption/Area Closure**  
**Western University**  
**Facilities Management**  
**Client Services 519-661-3304 (fmhelp@uwo.ca)**

Submit by E-mail

Print Form

Date of Interruption/Closure

Time(s):

Building(s) Affected: #1

#2

#3

#4

Areas/Rooms Affected Alternate Route/Service:

Entire building.

Service to be interrupted: #1

#2

#3

#4

Description/Reason for Project:

To relocate the main emergency generator to new pad. A temporary generator will be connected to the building transfer switch however there will be a 2 hour down time when there will be no emergency power to the building in the event of normal power failure.

Requester:

Date of Request:

Supervising Tradesperson:

Unit:

Trade Supervisor:

Unit:

Date:

Contractor:

Phone #

Coordinator/Project Manager:

Phone #

Date:

Reviewed by Trade Supervisor(s)/Shop(s) Affected:

Name:  Date:

Signature/Stamp: **APPROVED**  
*By spepper (spepper@uwo.ca) at 2:06 pm, Oct 07, 2016*

Name:  Date:

Signature/Stamp: **REVIEWED**  
*By Mark Widmeyer (mwidmey@uwo.ca) at 10:23 am, Oct 12, 2016*

Name:  Date:

Signature/Stamp: **APPROVED**  
*By Scott Parker (sparker9@uwo.ca) at 11:50 am, Oct 11, 2016*

Principal Occupants:

Name:  Ext.  Date:

Name:  Ext.  Date:

Name:  Date:

Signature/Stamp: **REVIEWED**  
*By Frank (ffaroni@uwo.ca) at 3:08 pm, Oct 07, 2016*

Name:  Ext.  Date:

Name:  Ext.  Date:

Name:  Date:

Signature/Stamp: **REVIEWED**  
*By Wayne Drummond (ppdwad@uwo.ca) at 2:15 pm, Oct 07, 2016*

Approval to Proceed:

Date:

**APPROVED**

*By Dan Trudgeon (dtrudgeo@uwo.ca) at 3:08 pm, Oct 12, 2016*

Notes: Elevators will be brought down to lower floor and locked out during transition.

Supplementary lighting will be provided in darkened corridors.

Fire detection and alarm systems will remain active.

NOTE: this procedure will be repeated after all new connections have been made to the relocated gen-set. date TBA.