

MICE Hall work plan				
Week beginning 25th April 2016				
		Task	Priority	Contact
Monday	25-Apr-16 AM	Water chiller area clearing Focus coil installation		J Govans J Govans
	PM	Water chiller area clearing Focus coil installation		J Govans J Govans
Tuesday	26-Apr-16 AM	Water chiller delivery Rack room 2 dump tray water		J Govans J Govans
	PM	Water chiller delivery Rack room 2 dump tray water QPS installation preparation		J Govans J Govans DL
Wednesday	27-Apr-16 AM	QPS installation Focus coil installation		DL/A Bross J Govans
	PM	QPS installation Focus coil installation		DL/A Bross J Govans
Thursday	28-Apr-16 AM	QPS installation Focus coil installation		DL/A Bross J Govans
	PM	QPS installation Focus coil installation		DL/A Bross J Govans
Friday	29-Apr-16 AM	QPS installation Focus coil installation		DL/A Bross J Govans
	PM	QPS installation Focus coil installation		DL/A Bross J Govans

Contacts: **Hall Manager** John Govans (short code 1804)
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 Spokesman Ken Long (phone: 07824 560302)