

## INTERNAL COMMUNICATION

Taking into account that the addendum in the UV's General Calendar for this year establishes as holidays the 18th and 20th and as public holidays in the Valencian Community the 19th, 22nd and 29th of April

**I INFORM** that, being previously authorised by Gerència UV, access to the facilities and the functioning of services at the research institutes of the Science Park **during Easter 2019** will be as follows.

<b>EASTER APRIL 2019</b>	<b>HOLIDAY AT UV : Day 18 WORKING DAYS : 23, 24, 25 and 26</b>	<b>HOLIDAYS : Days 19, 22 and 29 WEEKENDS : Days 20, 21, 27 and 28</b>
Access to buildings	<p><b>Schedule : 8 am to 9:30 pm.</b> Like any other working day.</p> <p><b>Reception (Main Bldg.)</b> Universal access</p> <p><b>Outer doors with card:</b> For the authorised personnel.</p> <p>Rest of the day like a holiday.</p>	<p><b>AUTHORISED PERSONNEL ONLY</b></p> <ul style="list-style-type: none"> <li>- Main Bldg. : Universal access, 24 h</li> <li>- IFIC gate : IFIC's authorised personnel, 24 h</li> <li>- IATA gate and other external gates : No access any day but Saturday from 8 am to 3 pm</li> </ul> <p>If not in possession of an access card but having been granted 24 hour access, call the 24 h security phone number: <b>637477381</b></p> <p><u>In any case, please sign the entry &amp; exit registration sheets available at Reception.</u></p>
Access to Car Parks	<p><b>Entry / Exit Schedule: 7 am to 10 pm</b> Car Parks 1 &amp; 2</p>	<p><u>Saturday 20 &amp; 27 : Only Car Park 1 will remain open</u> having to enter and exit through the entry barrier. Please, drive along with caution.</p>
Air conditioning	<p><b>8 am to 3 pm.</b> As a rule. Rest of the day no service, <b>except for:</b> Those laboratories where non-postponable projects take place or a determined safety temperature is required to be kept. These will remain conditioned 24 hours.</p>	<p><b>No service:</b> All but the aforementioned laboratories.</p>
Maintenance	<p><b>7:30 am to 9:30 pm.</b> Regular service. TELF. 660771125 <b>Night shift:</b> 24 h emergency service PHONE. 24 h 902350365</p>	<p>No service 24 hour service. <b>TEL. 902350365</b></p>
Cleaning	Regular service	No service - <b>TEL. 620216720 Emergencies Only</b>
Access control	<b>8 am to 9:30 pm</b>	No informers for access service
	Reception Main Bldg. PHONE. 963543470 / Ext. 43470	<b>24 h Security Service</b> PHONE. 637477381 (Main Bldg.)
	<b>Reception I2SySBIO Bldg (until 10:00 pm)</b> PHONE. 963544810 / Ext 44810	<b>PHONE. 637477450 (I2SySBIO Bldg.)</b> PHONE. 902702359 (No Coverage)
Security	A security guard from <b>9 pm to 8 am</b>	<b>24 hour service,</b> according to current contract
	PHONE. 637 477 381 Main Bldg.	PHONE. 637 477 381 Main Bldg.
	<b>PHONE. 637 477 450 (I2SySBIO Bldg.)</b> PHONE. 902702359 (If no coverage)	<b>PHONE. 637 477 450 (I2SySBIO Bldg.)</b> PHONE. 902702359 (If no coverage)
Cafeteria	<b>Open from 8 am to 3 pm.</b>	No service