

FALL/WINTER/SPRING HOURS 2018-2019

Monday, August 27th 2018 to Sunday, June 9th 2019 inclusively

Click on the
Sector to find
your building

North West Sector	2
South West Sector	3
South East Sector	4
North East Sector	5

Building hours available online at <http://www.mcgill.ca/facilities/buildings/services>.

Building Directors must submit all requests to modify their respective building hours directly to George Lazaris at george.lazaris@mcgill.ca for approval.

The deadline to submit adjustments to the Building hours for Fall, Winter and Spring is **Friday, August 17th 2018**.

LEGAL HOLIDAYS

All buildings will be closed on the following holidays. Silent hours procedure will apply.

- Labour Day: Monday, September 3rd 2018
- Thanksgiving: Monday, October 8th 2018
- Holiday break: Monday, December 24th 2018 to Tuesday, January 1st 2019 inclusively
- Good Friday: April 19th 2019
- Easter Monday: April 22nd 2019
- Victoria Day: Monday, May 20th 2019

SILENT HOURS PROCEDURE

Click [here](#) to see the procedure.

BOTTLED WATER-FREE CAMPUS



NORTH WEST SECTOR		<i>*** Weekends: Custodial presence in Libraries only ***</i>			
Building	Monday - Thursday	Friday	Saturday	Sunday	
Research and Training (1033 Pine)	7:30 - 18:00	7:30 - 18:00	Closed	Closed	
New Chancellor Day Hall	7:00 - 22:00	7:00 - 22:00	Closed	Closed	
Old Chancellor Day Hall	7:00 - 18:00	7:00 - 18:00	Closed	Closed	
Education	7:00 - 22:00	7:00 - 20:00	Closed	Closed	
Gelber Library Building	**HOURS ONLINE**	**HOURS ONLINE**	**HOURS ONLINE**	**HOURS ONLINE**	
Bellini Cancer Goodman	8:00 - 19:00 08:00 – 18:00	8:00 - 19:00 08:00 – 18:00	Closed	Closed	
McIntyre Medical	7:00 - 21:00	7:00 - 21:00	*Closed*	*Closed*	
Stewart Biology	7:45 - 22:15	7:45 - 22:15	Closed	Closed	
3605 De La Montagne	Card access ONLY	Card access ONLY	Closed	Closed	
3661 Peel	9:00 – 16:00	9:00 – 16:00	Closed	Closed	
Davis House	8:00 – 17:00	8:00 – 17:00	Closed	Closed	
Hosmer House	7:30 – 18:00	7:30 – 18:00	Closed	Closed	
Purvis House	8:00 – 17:00	8:00 – 17:00	Closed	Closed	
1085 Dr. Penfield	8:00 – 18:00	8:00 – 18:00	Closed	Closed	
Martlet House	8:00 – 18:00	8:00 – 18:00	Closed	Closed	

**"Closed
December 24th 2018
to
January 1st 2019"**

**NOTE: Friday, December 21st
2018 all buildings will be
closed at 18h00 the latest**

** Click [here](#) to see complete NW Sector notes **

ALL BUILDINGS ARE CLOSED ON ALL STATUTORY HOLIDAYS - Submit your requests to have a building opened on Legal Holidays and during [Silent Hours](#) to special.events@mcgill.ca (charges apply).



SOUTH WEST SECTOR		*** Weekends: Custodial presence in Libraries only ***			
Building	Monday - Thursday	Friday	Saturday	Sunday	
Arts	7:00 - 22:30	7:00 - 22:30	Closed	Closed	
Armstrong	8:00 - 18:00	8:00 - 18:00	Closed	Closed	
Bronfman	7:00 - 22:00	<u>*7:00 - 22:00*</u>	Closed	Closed	
Brown Building / Student Services	7:00 – 19:00 Clinic: 9:00 – 16:30	7:00 – 19:00 Clinic: 9:00 – 16:30	Closed	Closed	
3483, 3487, 3491 and 3495 Peel Daycare	7:00 - 18:00	7:00 - 18:00	Closed	Closed	
Ferrier (Contract Cleaning Bldg.)	7:00 - 18:00	7:00 - 18:00	Closed	Closed	
Morrice Hall	8:00 - 19:00	8:00 - 17:00	<u>*Closed*</u>	<u>*Closed*</u>	
Dawson Hall	9:00 - 17:00	9:00 - 17:00	Closed	Closed	
Leacock	7:00 - 22:30	7:00 - 22:30	Closed	Closed	
Peterson Hall (Contract Cleaning Bldg.)	8:00 - 18:00	8:00 - 18:00	Closed	Closed	
Redpath Museum	9:00 - 17:00	9:00 - 17:00	<u>*11:00-17:00*</u>	<u>*11:00-17:00*</u>	
McLennan Library & Redpath Library OSD Office for Students with Disabilities	<u>HOURS ONLINE</u> OSD 8:00 – 17:00	<u>HOURS ONLINE</u> OSD 8:00 – 17:00	<u>HOURS ONLINE</u> OSD Closed	<u>HOURS ONLINE</u> OSD Closed	
McTavish Small Houses 3465,3430,3434,3438	8:00 - 18:00	8:00 - 18:00	Closed	Closed	
Peel Small Houses 3459, 3463	9:00 - 16:30	9:00 - 16:30	Closed	Closed	

**"Closed
December 24th 2018
to
January 1st 2019"**

**NOTE: Friday, December
21st 2018 all buildings will
be closed at 18h00 the
latest**

** Click [here](#) to see complete SW Sector notes **

ALL BUILDINGS ARE CLOSED ON ALL STATUTORY HOLIDAYS - Submit your requests to have a building opened on Legal Holidays and during [Silent Hours](#) to special.events@mcgill.ca (charges apply).



SOUTH EAST SECTOR		<i>*** Weekends: Custodial presence in Libraries only ***</i>			
Building	Monday - Thursday	Friday	Saturday	Sunday	
680/688 Sherbrooke	7:00 - 22:00	7:00 - 22:00	8:00 - 18:00	Closed	
Burnside Hall	7:00 - 22:00	7:00 - 22:00	Closed	Closed	
FDA (campus main entrance doors)	7:00 - 22:00	7:00 - 22:00	Closed	Closed	
Macdonald Engineering	7:00 - 21:00	7:00 - 21:00	Closed	Closed	
Macdonald Harrington (front doors)	7:00 - 21:00	7:00 - 21:00	Closed	Closed	
McConnell Engineering	7:00 - 22:00	7:00 - 22:00	Closed	Closed	
Otto Mass	7:00 - 19:00	7:00 - 19:00	Closed	Closed	
Schulich Library	<u>**HOURS ONLINE**</u>	<u>**HOURS ONLINE**</u>	<u>**HOURS ONLINE**</u>	<u>**HOURS ONLINE**</u>	
Pulp and Paper (Contract Cleaning Bldg.)	7:00 - 18:00	7:00 - 18:00	Closed	Closed	
Strathcona Music (555 Sherbrooke)	7:00 - 22:30	7:00 - 22:30	<u>8:30 - 18:00</u>	Closed	
Elizabeth Wirth Building (527 Sherbrooke) (Contract Cleaning Bldg.)	7:30 - 22:30	7:30 - 22:30	<u>*Closed*</u>	<u>*Closed*</u>	
3465 Durocher	8:30 - 17:00	8:30 - 17:00	Closed	Closed	

**"Closed
December 24th 2018
to
January 1st 2019"**

**NOTE: Friday, December 21st
2018 all buildings will be
closed at 18h00 the latest**

** Click [here](#) to see complete SE Sector notes **

ALL BUILDINGS ARE CLOSED ON ALL STATUTORY HOLIDAYS - Submit your requests to have a building opened on Legal Holidays and during [Silent Hours](#) to special.events@mcgill.ca (charges apply).



NORTH EAST SECTOR				
Building	Monday - Thursday	Friday	Saturday	Sunday
Birks Building	8:00 - 18:00	8:00 - 18:00	Closed	Closed
Genome	7:00 - 18:00	7:00 - 18:00	Closed	Closed
James Administration	8:00 - 18:00	8:00 - 18:00	Closed	Closed
Lyman Duff Medical	7:00 - 18:00	7:00 - 18:00	Closed	Closed
Rutherford Physics	8:00 - 21:00	8:00 - 18:00	Closed	Closed
Strathcona Anatomy/Dentistry	7:30 - 18:00	7:30 - 18:00	Closed	Closed
Trottier Building	7:00 - 21:00	7:00 - 21:00	Closed	Closed
Wilson Hall	7:00 - 18:00	7:00 - 17:00	Closed	Closed
Wong Building	7:00 - 21:00	7:00 - 21:00	Closed	Closed
3641 University	8:00 - 17:00	8:00 - 17:00	Closed	Closed

**"Closed
December 24th 2018
to
January 1st 2019"**

**NOTE: Friday, December
21st 2018 all buildings will
be closed at 18h00 the
latest**

** Click [here](#) to see complete NE Sector notes **

ALL BUILDINGS ARE CLOSED ON ALL STATUTORY HOLIDAYS - Submit your requests to have a building opened on Legal Holidays and during [Silent Hours](#) to special.events@mcgill.ca (charges apply).



SILENT HOURS PROCEDURE

When an event is taking place outside regular building hours, a Building Services custodian staff named porter/cleaner is required to be on site for the entire duration of the event adding on cleaning fees based upon the square footage of the areas used during the event and 30 minutes {15 minutes prior and after the event} to allow the porter/cleaner to get access to the building assigned and get all keys and material required for the event.

When an event requires the services of a porter/cleaner, Building Services must charge a minimum of 4 hours to call an employee in on overtime. Our rate is at \$52.00/hour. The porter/cleaner assigned to the event is to provide exclusive attendant services with a supplied pager number to be reached at all times.

Building Services cannot use its regular weekend employees to open doors for any events held on Campus. A porter/cleaner must be brought in for the purpose of opening buildings and acting as an attendant. The regular weekend employees are, however, available for safety or sanitary emergencies.

All requests are to be submitted by e-mail and addressed to: special.events@mcgill.ca. In the email you must identify the following information:

Event description:

Event date:

Event start time:

Event end time:

Event location (Building / rooms and areas booked):

Number of attendees:

Alcohol served (Y/N):

BOTTLED WATER-FREE CAMPUS

[McGill is phasing out the sale of bottled water on its campuses by May 1, 2019](#)

As part of this phase-out, the Office of Sustainability and its partners will provide support to event organizers to reduce or eliminate the distribution of bottled water at McGill events. Planners can request the services of the [Sustainable Events Consultants](#) to organize more eco-friendly, inclusive, and accessible events. Organizers can also rent the Bring Your Own Bottle (BYOB) mobile water kiosk for outdoor events in spring, summer, and fall to provide free, filtered water to anyone with a refillable container. Email special.events@mcgill.ca to book the BYOB kiosk.



ANNEX NW Sector - Special Notes

Fall 2018 & Winter 2019 Law Building Hours			
Aug. 16, 2018			
Location	Date	Hours	Comments
WEEKEND			
*Gelber Law Main Entrance	Aug. 25, 2018- Apr. 28, 2019	card only	*Gelber Law Library schedule takes precedence on Weekends for this door only
Gelber Law: Main Entrance Inner Door (programmed same as NCDH)+	Aug. 25, 2018- Apr. 28, 2019	card only	
231 - 1FL - Library Side Door (Strike) (opens onto the donor wall corridor leading to Atrium)	Aug. 25, 2018- Apr. 28, 2019	card only	
Main Entrance NCDH (Stanley)	Aug. 25, 2018- Apr. 28, 2019	card only	
South Entrance Dbl Doors (to south lawn)	Aug. 25, 2018- Apr. 28, 2019	card only	
McIntyre Garage 5th & 7th levels	Aug. 25, 2018- Apr. 28, 2019	card only	
Main Entrance OCDH	Aug. 25, 2018- Apr. 28, 2019	card only	
Link to Gelber	Aug. 25, 2018- Apr. 28, 2019	card only	
Hold Open Mags 1 FL S.E. (red doors)	Aug. 25, 2018- Apr. 28, 2019	card only	
Basement Entrance (OCDH)	Aug. 25, 2018- Apr. 28, 2019	card only	
Basement Exit South Strike (cafeteria)	Aug. 25, 2018- Apr. 28, 2019	card only	
WEEKDAY			
Gelber Law Main Entrance**	Aug. 27, 2018- Apr. 30, 2019	7-22:00	**Gelber main entrance should unlock at 7:00 Monday to Friday regardless of library opening time which is later; Library closing
Gelber Law: Main Entrance Inner Door	Aug. 25, 2018- Apr. 28, 2019	7-22:00	
231 - 1FL - Library Side Door (Strike) (opens onto the donor wall corridor leading to Atrium)	Aug. 25, 2018- Apr. 28, 2019	9-18:00	
Main Entrance NCDH (Stanley)	Aug. 25, 2018- Apr. 28, 2019	7-22:00	
South Entrance Dbl Doors (to south lawn)	Aug. 25, 2018- Apr. 28, 2019	7-22:00	
McIntyre Garage 5th & 7th levels***	Aug. 25, 2018- Apr. 28, 2019	7-22:00	***building services responsible for unlocking & locking the garage doors as per Law schedule; door to stay locked as of Sept. 17, 2018 during Garage
Main Entrance OCDH	Aug. 25, 2018- Apr. 28, 2019	card only	
Link to Gelber	Aug. 25, 2018- Apr. 28, 2019	card only	
Hold Open Mags 1 FL S.E. (red doors)***	Aug. 25, 2018- Apr. 28, 2019	7-18:00	open as per Law schedule
Basement Entrance (OCDH)	Aug. 25, 2018- Apr. 28, 2019	7-18:00	
Basement Exit South Strike (cafeteria)	Aug. 25, 2018- Apr. 28, 2019	7-18:00	
HOLIDAYS: Sept. 3, Oct. 8, Dec. 24-31, 2018, Jan. 1, 2019; April 19, 22-2019; Dec. 24th closing time subject to change			
Gelber Law Main Entrance		card only	
Gelber Law: Main Entrance Inner Door		card only	
231 - 1FL - Library Side Door (Strike) (opens onto the donor wall corridor leading to Atrium)		card only	
Main Entrance NCDH (Stanley)		card only	
South Entrance Dbl Doors (to south lawn)		card only	
McIntyre Garage 5th & 7th levels		card only	
Main Entrance OCDH		card only	
Link to Gelber		card only	
Hold Open Mags 1 FL S.E. (red doors)		card only	
Basement Entrance (OCDH)		card only	
Basement Exit South Strike (cafeteria)		card only	



McGill

FALL/WINTER/SPRING HOURS 2018-2019 – Monday, August 27th 2018 to Sunday, June 9th 2019

Fall 2018 & Winter 2019 Law Building Hours				
August 16, 2018				
Location	Date	Day	Hours	Comments
*NCDH 4th floor: elevators 29 & 30; west & east stairwell doors	Aug. 25, 2018- Apr. 28, 2019	weekend	closed	card only
	Aug. 27, 2018- Apr. 30, 2019	weekday	7-17:00	HOLIDAYS: Sept. 3, Oct. 8, Dec. 24-31, 2018, Jan. 1, 2019; April 19, 22-2019 NB closing time for 4th floor will change during exam periods of Dec. 6-20, 2018 and Apr. 15-30, 2019
NCDH 5th, 6th floors: elevators 29 & 30; west & east stairwell doors	Aug. 25, 2018- Apr. 28, 2019	weekend	closed	card only
	Aug. 27, 2018- Apr. 30, 2019	weekday	7-17:00	HOLIDAYS: Sept. 3, Oct. 8, Dec. 24-31, 2018, Jan. 1, 2019; April 19, 22-2019
NCDH 3rd floor: elevators 29 & 30; west & east stairwell doors	Aug. 25, 2018- Apr. 28, 2019	weekend	closed	card only
	Aug. 27, 2018- Apr. 30, 2019	weekday	7-22:00	HOLIDAYS: Sept. 3, Oct. 8, Dec. 24-31, 2018, Jan. 1, 2019; April 19, 22-2019

Fall 2018 & Winter 2019 Law Building Hours				
August 16, 2018				
Location	Date	Day	Hours	Comments
3674 Peel	Aug. 25, 2018- Apr. 28, 2019	weekend	card only	
	Aug. 27, 2018- Apr. 30, 2019	weekday	8-17	HOLIDAYS: Sept. 3, Oct. 8, Dec. 24-31, 2018, Jan. 1, 2019; April 19, 22-2019 Dec. 24th closing time subject to change
3690 Peel				As of April 25th, 2013 at 17h00 this door will remain locked 24/7 until further notice

OLD CHANCELLOR DAY HALL

OCDH EXTERIOR DOORS VIA PEEL - CARD ACCESS ONLY

GELBER LAW LIBRARY

For Library hours go to McGill Libraries web-site. Extended Library hours via request for porter/custodial services to special.events@mcgill.ca.

MCINTYRE MEDICAL

Only those with proximity card access authorization with a valid McGill.

ID can access McIntyre on the week-ends.

OTHER FACULTY OF MEDICINE BUILDINGS

- Lady Meredith House (7:00 – 18:00)
- 3647 Peel (8:30 – 16:30)
- 1140 Pine (8:00 – 18:00 on Card access)

Facilities Management and Ancillary Services
1010 Sherbrooke Street West, 6th Floor
Montreal, Quebec H3A 2R7

Gestion des installations et Services auxiliaires
1010 Sherbrooke Ouest, 6^e étage
Montréal, Quebec H3A 2R7

George Lazaris, Director
E-mail : george.lazaris@mcgill.ca
Tel./Tél. : 514-398-6205
Fax./Télééc.: 514-398-3229



ANNEX SW Sector - Special Notes

BRONFMAN

Events occurring after 18h on Friday(s) require special extra cleaning support. Please contact special.events@mcgill.ca.

MORRICE HALL

For Library hours go to McGill Libraries web-site. Extended Library hours via request for porter/custodial services to special.events@mcgill.ca.

LEACOCK

Exterior doors located on third floor close at 18:00

PETERSON HALL

McTavish door unlocked as of 8:00 and the side. Southwest entrance unlocked as of 7:30.

REDPATH MUSEUM

Open on Sunday via a request to special.events@mcgill.ca for public to visit Museum only.

MCLENNAN & REDPATH LIBRARY

For extended Library hours go to McGill Libraries web-site. Extended Library hours via request for porter/custodial services to special.events@mcgill.ca.



McGill

FALL/WINTER/SPRING HOURS 2018-2019 – Monday,
August 27th 2018 to Sunday, June 9th 2019

ANNEX SE Sector - Special Notes

FDA

Exterior University Entrance doors are secured at 18:00

SCHULICH LIBRARY

For extended Library hours go to McGill Libraries web-site. Extended Library hours via request for porter/custodial services to special.events@mcgill.ca. Access to Schulich Library via FDA Campus entrance.

STRATHCONA MUSIC

Standing request for custodial presence in Strathcona Music at special.events@mcgill.ca for Saturday by Peter Wightman, Building Director.

Outside regular building hours Students and Staff can access via the proximity card reader at 555 Sherbrooke.

For all other events booked on Saturday and Sunday, organizers requested to send e-mail request to special.events@mcgill.ca, i.e. concerts, etc...

WIRTH MUSIC BUILDING

Entrance to New Schulich building is via 555 Sherbrooke Street West. For Library Hours visit - McGill Web site for Library Hrs.

Outside regular building hours Students and Staff can access via the proximity card reader at 555 Sherbrooke.



McGill

FALL/WINTER/SPRING HOURS 2018-2019 – Monday,
August 27th 2018 to Sunday, June 9th 2019

ANNEX NE Sector - Special Notes

LYMAN DUFF

All main doors giving access to Duff Building are open including the Courtyard door, the doors at 551 Pine Avenue and doors at 3773 University.

RUTHERFORD PHYSICS

Tunnel between Wong and Rutherford unlocked as of 08:00.

WONG

Third floor exterior doors via Doctor Penfield secured at 18:00.