

**Reduced Service Hours during the Holidays  
December 2020 to January 2021**

**Table of Contents**

<b>1. Dental Unit Detachment Ottawa .....</b>	<b>3</b>
<b>2. CF H Svcs C (O) Clinic .....</b>	<b>3</b>
<b>4. CANEX – Retail Store (Labelle).....</b>	<b>4</b>
<b>5. CFSG(O-G) Cashier.....</b>	<b>4</b>
<b>6. CFSG(O-G) Imaging Services .....</b>	<b>4</b>
<b>7. PSS (O-G) Orderly Room.....</b>	<b>4</b>
<b>8. PSS(O-G) Personnel Development .....</b>	<b>5</b>
<b>9. CFSG(O-G) Shuttle Bus Service.....</b>	<b>5</b>
<b>10. CFSG(O-G) Technical Support Services.....</b>	<b>5</b>
<b>11. NDHQ (Carling) Supply Rooms and Temporary Help Services .....</b>	<b>6</b>
<b>12. PSS(O-G) Chaplain Services – Duty Pager 613-759-9600.....</b>	<b>6</b>
<b>13. NDHQ (Carling) Canada Post Outlet.....</b>	<b>6</b>
<b>14. NDHQ (Carling) CANEX Outlet/ExpressMart .....</b>	<b>6</b>
<b>15. CANEX Canteens .....</b>	<b>7</b>
<b>16. NDHQ (Carling) Mail Room.....</b>	<b>7</b>
<b>17. NDHQ (Pearkes) &amp; NDHQ (Carling) Barbershops .....</b>	<b>7</b>
<b>18. NDHQ (Pearkes) ExpressMart .....</b>	<b>7</b>
<b>19. NDHQ (Pearkes) Library.....</b>	<b>7</b>
<b>20. NDHQ (Pearkes) Mail Room .....</b>	<b>8</b>
<b>21. Records Management Services for NDHQ(Carling) – Buildings 3, 5, and 6.....</b>	<b>8</b>
<b>22. PSP/NPF Entities .....</b>	<b>8</b>
<b>22.01 Fitness Facilities — NDHQ (Carling) B6 Gym, NDHQ (Pearkes), Star Top, CFS     Leitrim 8</b>	
<b>22.02 Health Promotion Office .....</b>	<b>8</b>
<b>22.03 PSP Military Housing Office.....</b>	<b>9</b>
<b>22.04 NPF Accounting Office.....</b>	<b>9</b>
<b>22.05 PSP Recreation .....</b>	<b>9</b>
<b>22.06 MFRC-NCR.....</b>	<b>9</b>
<b>22.07 Army Officers’ Mess .....</b>	<b>9</b>
<b>22.08 RCAF Officers’ Mess .....</b>	<b>10</b>
<b>22.09 HMCS Bytown Navy Officers’ Mess.....</b>	<b>10</b>
<b>22.10 NDHQ WOs’ &amp; Sgts’ / Cs’ &amp; POs’ Mess.....</b>	<b>10</b>

<b>22.11 Rideau Canal Jr Ranks' Mess</b> .....	10
<b>22.12 CRPTC All Ranks' Mess</b> .....	10
<b>22.13 CFS Leitrim All Ranks' Mess</b> .....	10
<b>22.14 Hylands Golf Club</b> .....	10

**1. Dental Unit Detachment Ottawa**

21-23 Dec 20	Minimum Staffing 0730 - 1530 hrs <b>Sick parade 0730-1000 hrs at MONTFORT clinic only</b>
24 Dec 20	Minimum Staffing 0730 - 1530hrs <b>Sick parade 0730-1000 hrs at CARLING clinic only</b>
25-28 Dec 20	Closed – On-call team available for emergencies Call Commissionaires at <b>613-945-6600, ext 3103</b> for directions
29-31 Dec 20	Minimum Staffing 0730 - 1530hrs <b>Sick parade 0730-1000hrs at MONTFORT clinic only</b>
1-3 Jan 21	Closed – On-call team available for emergencies Call Commissionaires at <b>613-945-6600, ext 3103</b> for directions

For any other dental emergencies outside of these modified working hours and during the weekends, please call the Commissionaires at **613-945-6600, ext 3103** for directions to reach the dental team on call.

**2. CF H Svcs C (O) Clinic**

17 and 18 Dec 20	Appointments end at Noon on both days. Closed in the afternoon.
19 Dec 20 – 5 Jan 21 CF H Svcs C (O) Montfort	<b>Closed.</b> Patients are to report to their nearest civilian clinic for urgent medical issues. Military members who have attended a civilian clinic during the leave period shall report to CF H Svcs C (O) as soon as practicable when the clinic reopens on 6 Jan 21. Prescription pharmacy items may be purchased using your Blue Cross card. See below for sick parade options.

**3. CF H Svcs C (O) COVID-19 Testing Site and Information Line**

<p>CF H Svcs C (O) COVID-19 Testing Site and COVID-19 Info Line (located at 1745 Alta Vista Drive, Ottawa) opening hours.</p> <p>Limited sick parade will also be provided at 1745 Alta Vista for non-COVID-19 related</p>	<b>Date</b>	<b>Hours</b>
	19-20 Dec 20	Closed
	21-23 Dec 20	0830 – 1200 hrs
	24 Dec 20	0830 – 1000 hrs
	25-27 Dec 20	Closed

issues. Members must be prepared to be redirected to more robust medical facilities if required. Access to this service will be through phoning between 0730-0830hrs at 343-572-2813 for a likely same-day appointment at 1745 Alta Vista Drive. Directions will be provided at time of booking.	28-30 Dec 20	0830 – 1200 hrs
	31 Dec 20	0830 – 1000 hrs
	1-3 Jan 21	Closed
	4-5 Jan 21	0830 – 1200 hrs

**4. CANEX – Retail Store (Labelle)**

Open regular hours (including 26 Dec 20)	Mon – Fri: 0930 – 1700 hrs Sat: 1000 – 1700 hrs Sun: 1100 – 1600 hrs
24 Dec 20 and 31 Dec 20	Reduced hours: 0930 – 1400 hrs

**5. CFSG(O-G) Cashier**

21 – 22 Dec 20	Minimum Staffing
23 Dec 20 – 5 Jan 21	Closed

**6. CFSG(O-G) Imaging Services**

21 – 23 Dec 20	Minimum Staffing
24 Dec 20 – 10 Jan 21	Closed

**7. PSS (O-G) Orderly Room**

19 Dec 20 to 10 Jan 21	Closed – For emergencies only contact Duty Officer at 613-793-8010 <ul style="list-style-type: none"> <li>- Main OR NDHQ (Carling) – All sections</li> <li>- Det Pearkes</li> <li>- Det LSTL</li> <li>- Det Star Top</li> </ul>
19 Dec 20 to 10 Jan 21	Closed – For emergencies only contact Duty Officer at 613-793-8010 <ul style="list-style-type: none"> <li>- Main OR NDHQ (Carling) – All sections</li> <li>- Det Pearkes</li> <li>- Det LSTL</li> <li>- Det Star Top</li> </ul>

**8. PSS(O-G) Personnel Development**

19 Dec 20 to 10 Jan 21	Closed
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**9. CFSG(O-G) Shuttle Bus Service**

21 Dec 20 – 5 Jan 21	No Service
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**10. CFSG(O-G) Technical Support Services**

**Supply / Clothing**

14 – 18 Dec 20	Reduced hours of service (0800-1200 hrs). Emergencies only in the afternoon.
21 Dec 20 – 6 Jan 21	Closed. Emergencies only. Call Duty pers.
7 - 8 Jan 21	Reduced hours of service (0800-1200 hrs). Emergencies only in the afternoon.

**Duty Supply:**

Clothing	343-549-0562
R&D/R&I	343-548-9765
Ammo	343-548-3105

**Transport and Maintenance**

14 – 24 Dec 20	Reduced hours of service (0800-1200 hrs). Emergencies only in the afternoon.
25 – 28 Dec 20	Closed. Emergencies only. Call Duty pers.
29 – 31 Dec 20	Reduced hours of service (0800-1200 hrs). Emergencies only in the afternoon.
1 Jan – 3 Jan 21	Closed. Emergencies only. Call Duty pers.
04 Jan – 10 Jan 21	Reduced hours of service (0800-1200 hrs). Emergencies only in the afternoon.

**Duty Tn:**

Dispatch	613-290-2475
Vehicle/Recovery	613-277-0189

**Duty Maint:**

SMP Vehicle	613-991-0376
Commercial Vehicle	613-993-4549
Weapons Shop	613-993-3298
Maint O (Luc Gendreau)	613-998-3565
Prod O/Wpns (Sgt St-Aubin)	613-949-1710

**CMTT**

21 – 24 Dec 20	Open with minimum staffing.
25 Dec – 3 Jan 20	Closed. Emergencies only. Call Duty pers.
4 – 10 Jan 21	Open with minimum staffing.

**Furniture and Effects (F&E)**

24 Dec 20 – 4 Jan 21	Closed. Emergencies only. Call Duty pers.
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**Duty CMTT and Traffic:**

CMTT – Sgt Pronovost

819-230-1562

F&amp;E

343-552-4153

**11. NDHQ (Carling) Supply Rooms and Temporary Help Services****Supply Rooms:**

21-31 Dec 20	Reduced hours of service (1000-1200 hrs)
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**Temporary Help Services:**

21 Dec 20 – 5 Jan 21	Closed
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**12. PSS(O-G) Chaplain Services – Duty Pager 613-759-9600**

19 – 24 Dec 20	Padre Helms – 613-294-1083
24 – 31 Dec 20	Padre Webb – 613-299-7019
31 Dec – 7 Jan 21	Padre Won – 613-293-1698
7 – 10 Jan 21	Padre Lewanowicz – 343-548-0370

**13. NDHQ (Carling) Canada Post Outlet**

24 Dec 20 – 5 Jan 21	No Service
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**14. NDHQ (Carling) CANEX Outlet/ExpressMart**

Temporarily Closed	Bldg 9
19 Dec 20 – 3 Jan 21	Bldg 5 – Closed

**15. CANEX Canteens**

Temporarily Closed	NDHQ (Carling), except Bldg 3
19 Dec 20 – 5 Jan 21	Bldg 3 – Closed
19 Dec 20 – 5 Jan 21	Star Top – Closed

All other canteens are temporarily closed.

**16. NDHQ (Carling) Mail Room**

24 Dec 20	0700-1330 hrs – Minimum Staffing
25-28 Dec 20	Closed
29-30 Dec 20	0700 -1500 hrs – Minimum Staffing
31 Dec 20	0700-1330 hrs – Minimum Staffing
1 Jan 21	Closed

**17. NDHQ (Pearkes) & NDHQ (Carling) Barbershops**

Temporarily Closed
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**18. NDHQ (Pearkes) ExpressMart**

19 Dec 20 – 3 Jan 21	Closed
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**19. NDHQ (Pearkes) Library**

24 Dec 2020	0730 – 1330 hrs - Reduced service
25-28 Dec 2020	Closed
29-30 Dec 2020	0730 – 1600 hrs
31 Dec 2020	0730 – 1330 hrs - Reduced service
1 Jan 2021	Closed

**20. NDHQ (Pearkes) Mail Room**

24 Dec 20	0700-1330 hrs – Minimum Staffing
25-28 Dec 20	Closed
29-30 Dec 20	0700 -1500 hrs – Minimum Staffing
31 Dec 20	0700-1330 hrs – Minimum Staffing
1 Jan 21	Closed

**21. Records Management Services for NDHQ(Carling) – Buildings 3, 5, and 6**

24 Dec 20	0700-1330 hrs – Minimum Staffing
25-28 Dec 20	Closed
29-30 Dec 20	0700 -1530 hrs – Minimum Staffing
31 Dec 20	0700-1330 hrs – Minimum Staffing
1 Jan 21	Closed

**22. PSP/NPF Entities**

**22.01 Fitness Facilities — NDHQ (Carling) B6 Gym, NDHQ (Pearkes), Star Top, CFS  
Leitrim**

21–23 Dec 20	Reduced services 0700-1500 hrs
24 Dec 20	Reduced services 0700-1200 hrs
25–28 Dec 20	Closed
29–31 Dec 20	Reduced services 0700-1500 hrs
1–3 Jan 21	Closed

**22.02 Health Promotion Office**

The office is closed due to the COVID-19 pandemic. Pre-recorded Health Promotion virtual briefings/workshops will continue to be available on the local YouTube platform during the holiday period at:  
[https://www.youtube.com/channel/UCMaJzVpqUjtqsTKO7vjqvHw?view\\_as=subscriber](https://www.youtube.com/channel/UCMaJzVpqUjtqsTKO7vjqvHw?view_as=subscriber)



Other pre-recorded briefings can be accessed on the national YouTube platform at: [https://www.youtube.com/c/CFMoraleandWelfareServices/playlists?view=50&sort=dd&shelf\\_id=4](https://www.youtube.com/c/CFMoraleandWelfareServices/playlists?view=50&sort=dd&shelf_id=4)

The regular virtual workshop schedule will resume on 11 January 2021

### **22.03 PSP Military Housing Office**

24 Dec 20 – 1 Jan 21	Office closed at Noon
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### **22.04 NPF Accounting Office**

25 Dec 20 – 1 Jan 21	For emergencies, CAF members can contact <a href="mailto:AccountingOffice.CFSGOG@cfmws.com">AccountingOffice.CFSGOG@cfmws.com</a> or NPP Accounting Manager, Kyle Miller at 613-570-1040.
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### **22.05 PSP Recreation**

Office closed due to COVID-19 pandemic. For support and services, members can contact <a href="mailto:recreation-pp-loisir@forces.gc.ca">recreation-pp-loisir@forces.gc.ca</a>	
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### **22.06 MFRC-NCR**

For support and services, members can contact [info@mfr-ncr.ca](mailto:info@mfr-ncr.ca) or Caterina Perry at 613-220-8071. For after-hour assistance, families can contact the Family Information Line at 1-800-866-4546

24 Dec 20	Open 0800 – 1200 hrs
25-30 Dec 20	Closed
31 Dec 20	Open 0800 – 1200 hrs
1-3 Jan 21	Closed
4 Jan 21	Open 0800 – 1600 hrs

### **22.07 Army Officers' Mess**

18 Dec – 11 Jan 21	Closed
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**22.08 RCAF Officers' Mess**

23 Dec 20 – 5 Jan 21	Closed
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**22.09 HMCS Bytown Navy Officers' Mess**

21 Dec 20 – 5 Jan 21	Closed
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**22.10 NDHQ WOs' & Sgts' / Cs' & POs' Mess**

23 Dec 20 – 4 Jan 21	Closed
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**22.11 Rideau Canal Jr Ranks' Mess**

21 Dec 20 – 4 Jan 21	Closed
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**22.12 CRPTC All Ranks' Mess**

19 Dec 20 – 5 Jan 21	Closed
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**22.13 CFS Leitrim All Ranks' Mess**

21 Dec 20 – 4 Jan 21	Closed
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**22.14 Hylands Golf Club**

14 Dec 20 – 1 Jan 21	Closed
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