



CFB HALIFAX SERVICE LEVEL UPDATE

BASE SERVICES DIRECTORY

AUGUST 30, 2022

MARLANT’s COVID-19 Measured Risk Response Guideline

Risk Posture as of 7 September 2022:

PREVENT - GREEN

Standard Measures



- Follow all PHMs and other control measures from MARLANT’s Measured Risk Response Guideline
- NMMs required when physical distancing is not possible indoors, in closed spaces (such as conference rooms/meeting rooms, elevators, etc.) with poor ventilation/without windows open
 - NMMs not required when transiting between locations indoors, outdoors, or in common areas (when physical distancing is maintained)
 - Personnel must carry an NMM on their person and have it at-the-ready in the event it may be required
 - Personnel may choose to wear NMM for personal protection at all times

BASE ADMINISTRATION

BASE ORDERLY ROOM (BOR)

BOR Stadacona: Counter services are available for in-person service Monday, Tuesday, Thursday, Friday from 0730-1430. The BOR will be closed every Wednesday. In addition, most pay and admin services can be provided by phoning 902-427-CASH (2274) or emailing your applicable HRA at the following:

hfxborsection1ak@forces.gc.ca
hfxborsection2lz@forces.gc.ca

If you require immediate assistance for urgent or exceptional reasons after regular business hours, please contact our Duty HRA by phone: 902-476-5528.

BOR Shearwater: Counter services are available for in-person service. In addition, most pay and admin services can be provided by the Duty HRA by phone 902-943-0519 or by email w12borpayrecords@forces.gc.ca

Naval Reserve Coordination Centre (NRCC): Counter service is available. Many pay and admin queries can be resolved by the Duty HRA by phone 902-943-2342.

BASE PERSONNEL SELECTION OFFICE

Phone: 902-721-8150
PSO appointments: psohalifax@forces.gc.ca
University Liaison Office (ULO) Students positional mailbox: ulohalifax@forces.gc.ca.

CAF RELOCATION COORDINATOR

Queries: patricia.fraser@forces.gc.ca / 902-441-6094

HOUSEHOLD GOODS & EFFECTS

HalifaxF&E@forces.gc.ca or 902-483-1614

BASE ACCOMMODATIONS

Contact the booking cell by email (LN45JUNO@forces.gc.ca) or phone (902-721-8633) and Shearwater booking cell at (LN45SHEARWATER@forces.gc.ca) or phone (902-720-1871).

BASE DINING FACILITIES

Juno Tower, Tribute Tower and Warrior Block dining halls are open for Dine-in service and take-out service. Serving live-in members and DND/CAF personnel who are in possession of a ration card or cash. Debit and Visa transactions are currently not accepted.

Monday to Friday:	Weekends/Statutory Holidays:
Breakfast 0630-0800	Breakfast 0700-1030
Lunch 1130-1300	Brunch 1130-1300
Supper 1630-1800	Supper 1630-1800

CAF RELEASE CENTRE

ReleaseCenter@intern.mil.ca
Urgent matters/emergencies: 902-499-0743

BASIC TRAINING LIST (BTL)

BTLHFX@FORCES.GC.CA

CFB HALIFAX MESS HOURS

Officers’ Mess (Wardroom) Bldg. S105
Monday & Tuesday: CLOSED
Wednesday: 1130 - 1700
Thursday: 1130 - 1800
Friday: 1130 - 2000
Saturday & Sunday: CLOSED

C&POs (3 Mess) Bldg. S105
Monday: 1200 - 2100
Tuesday: 1200 - 1800
Wednesday: 1130 - 2100
Thursday: 1200 - 1800
Friday: 1130 - 2000 – *Subject to change if there is a night function*
Saturday & Sunday: CLOSED

Jr. Ranks Mess (Fleet Club Atlantic) Bldg. S117
Monday - Thursday: 1100 - midnight
Fri: 1100 - 0200 (2 am)
Sat: 1600 - 0200 (2 am)
Sun: 1600 - 2300

Halifax Officers’ Mess & C&POs Admin:
Open Monday-Friday, 0800-1145 & 1230-1400 for clear ins/outs. Contact: Aimee Jennings (Aimee.Jennings@forces.gc.ca)

All other Halifax Officers’ Mess inquiries:
Halifax Officers’ Mess Manager & Juno Catering Manager: Caitlin Andrecyk
Caitlin.Andrecyk@forces.gc.ca
Halifax Officers’ Mess Function Coordinator: Tina MacNeil Tina.MacNeil@forces.gc.ca

C&POs inquiries:
PO1 Rob Houston, Mess Manager
Rob.Houston@forces.gc.ca
LS Briana Callus, Bar Supervisor
Briana.Callus2@forces.gc.ca

Jr. Ranks Mess inquiries:
PO2 Banfield, Mess Manager:
Anthony.Banfield@forces.gc.ca (902-721-8350)
Ben Johnson, Bar Supervisor:
Ben.Johnson@forces.gc.ca

FORMATION COORDINATOR OFFICIAL LANGUAGES
Second language training and testing, placement tests, Official Language guidance. In-person classes at 50% capacity; strict Public Health Measures in place. For booking appointments or general inquiries:

Formation Coordinator:
902-721-8955
Gilles.St-Pierre@forces.gc.ca

BASE COMPTROLLER

R&D CLAIMS & CASHIER
Monday to Friday, 0730-1430 hrs. Email: hfxbcomptrandd@forces.gc.ca Tel: 902-721-8534

CASHIER OFFICE & RGDF
Monday to Friday, 0730-1430 hrs.
Email: hfxcashier@forces.gc.ca
Tel: 902-721-8171

PARKING
The Parking Control Office at S90 is now open 0730 – 1430 Monday - Friday. For emergencies or if returning a parking pass, report to the Dockyard Security Office, Bldg D247. If the office is closed, please utilize the Drop Off Box outside the Security Office. CFBHALIFAXPARKINGCONTROL@forces.gc.ca





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PAYMENT CARD CELL
Email: hfxbcomptpaymentcard@intern.mil.ca

ACCOUNT SERVICES (INCLUDING PARKING & CREDIT CARDS)
Deb Cadwell – 902-721-1998
Debbie.Cadwell@forces.gc.ca

ACCOUNTS PAYABLE
hfxaccountspayable@forces.gc.ca

BCOMPT/BUDGET
LCdr Jared MacFadgen
902-721-8625 | Jared.MacFadgen@forces.gc.ca

BASE LOGISTICS

CLOTHING STORES
Monday to Friday 0800-1400 hrs, by appointment only in buildings SH30 and D206. Extended hours now available on Tuesdays & Thursdays, 1500-1800 in D206 only (no appointment needed).

D206 appointments: 902-427-3217 or P-HFX.BLog.Clothing@forces.gc.ca

Tailoring Services or individual non-medical mask issue: 902-427-3202

All Shearwater services: 902-720-1612

MOVEMENT/TRANSPORT, INCLUDING UNACCOMPANIED BAGGAGE
Building D206: 0730-1600 hrs, Monday to Friday
Contact: 902-427-6230 or 902-403-6723 (silent hours) BLogCargoOps@forces.gc.ca

Building SH30: 0730-1600 hrs, Monday to Friday
Contact: 902-720-1669 or 902-720-1667

DND 404
DND 404 service counter now open during regular business hours, 0700-1530 hrs. Contact: P-HFX.BLog.MSESafety@intern.mil.ca

TRANSPORTATION SERVICES
Base shuttle has resumed regular services (two shuttles). However, Base Taxi services will be available on call. Please Note: Base Taxi will not take personnel to and from medical appointments. To arrange for a Base Taxi, call 722-4046. Wearing of a non-medical mask is mandatory.

VEHICLE SAFETY
Email: P-HFX.BLog.MSESafety@intern.mil.ca After hours: 902-489-3409

MAINTENANCE SERVICES
P-HFX.BLog.TEMEPlanner@intern.mil.ca
After-hours duty recovery : 902-237-2753

CUSTOMER SERVICE
The BLog Customer Service plus box is monitored from 0800-1600 hrs daily:
P-HFX.BLog.CustomerService@intern.mil.ca

MAIN WAREHOUSE (D206)
Contact: Mr. Jamie Lockie, 902-401-2645
PO1 Ryan Moores, 902-427-5311

PROCUREMENT
New requirements for procurement must be submitted to BLog Customer Service:
P-HFX.BLog.CustomerService@intern.mil.ca

HAZMAT (D207)
Contact: Mr. John Harvey – Ext Warehousing Manager, 902-223-8568
I/C Hazmat: Mr. Curt Evans, 902-427-2297
Curt.Evans@forces.gc.ca

BASE INFORMATION SERVICES

Help Desk hours: Mon-Fri 0730-1600 hrs.

Please submit IT support requests through one of these methods:

Phone: Dial 1-833-928-1577.
Your call will be answered by a service desk agent.

Online: Clients who have access to a DWAN system can log a ticket through the EITSM Gateway: <https://eitsm-gstie.forces.mil.ca/web/hfx/> by selecting the link for Self-Service Portal <http://assyst.forces.mil.ca/assystnet/>.

Appointments are required for visits to the BIS Service Desk and the Desktop Support Service Teams at D-40, S-37 and Shearwater F Hangar. Call 1-833-928-1577.

PORT OPERATIONS & EMERGENCY SERVICES

BASE OPERATIONS
Base Operations Officer: LCdr Jason Walsh Email: Jason.Walsh@forces.gc.ca
Contact: 902-402-6699 BB

Base Security Officer: Mr. Roger Beals Email: Roger.beals@forces.gc.ca

DOCKYARD IDENTIFICATION SECTION
Address: 2385 Valour Way, Bldg. D247, Dockyard (outside the fence line)

- Processing of ID cards for regular and reserve force members, DND employees, and contractors.
- Processing of NDI 20s/21s

Contact: 902-427-3680 Positional Mailbox (monitored daily): HFXIdentSection@intern.mil.ca

SHEARWATER IDENTIFICATION SECTION
Address: 124 Bonaventure St., Bldg. SH35, Shearwater

- Processing of 12 Wing Area Passes
- Processing of ID cards for regular and reserve force members, DND employees, and contractors
- Processing of NDI 20s/21s

Contact: 902-407-7826 Positional Mailbox (monitored daily): PW12.IdentSect@intern.mil.ca

DOCKYARD SECURITY OFFICE
Address: 2385 Valour Way, Bldg. D247 (outside the fence line)

- Coordination of contractor and visitor access
- Issuance of contractor parking passes, duty watch parking passes and short-term parking passes.

Contractor access inquiries: Susie Nightingale: 902-427-3482

Parking inquiries: Ron Sadler: 902-427-3677
Positional Mailbox (monitored daily): P-CFB.HFX.Sec.Office@intern.mil.ca

PARKING AUTHORITY
Contact: leonard.leadbeater@forces.gc.ca or 902-721-6768

Inquiries Regarding Parking:
CFBHALIFAXPARKINGCONTROL@forces.gc.ca

EMERGENCY SERVICES

Base Fire Department Emergency:
902-427-3333

Dockyard Fire Hall Non-Emergency:
902-427-3500

Shearwater Fire Hall: 902-720-1544

CFAD Fire Hall Non-Emergency: 902-427-0646

Military Police Unit Halifax General Contact: 902-722-4445 **Emergency Contact:** 902-722-4444 or 911

BASE DUTY WATCH
Officer of the Day (OOD) 902-880-4731 Petty Officer of the Day (POOD) Cell: 902-499-8790 Duty room: 721-6734 Master Seaman of the Day (MSOD) 902-721-8378 902-402-5420

BASE STUDENT SERVICES

The CFB Halifax Student Services Coordinator is available remotely, Monday to Friday, 0800-1600 hrs. DND-BESStudentSvcs@forces.gc.ca





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PSP HALIFAX

Fleet, Shearwater and S-120 Gyms are operating at 100% capacity, but still taking into consideration the 2-metre distancing. Members no longer have to use BookKing to reserve a spot however there are still room limits: Gym floor – 55, Cardio room – 15, Weight room – 10, and Functional room – 4. Member are required to sign their name on a white board outside of each room before entering on a first come, first serve process.

All bookings inquiries can contact our fitness or aquatic coordinators:

Fleet: 902-427-3524
Briana Plante, briana.plante@forces.gc.ca
12 Wing: 902-720-1071
Mary Thompson, Mary.thompson@forces.gc.ca
Aquatics – Jason.price@forces.gc.ca

Shearwater Gym – 0600-1900
Weekends – 0900 – 1500

Fleet Gym- 0600-1900
Weekends – closed

S-120 Gym – 0730-1430
Weekends – closed

Fitness and Sports - Inquires or Services:
Ashley.Stewart2@forces.gc.ca (Halifax)
Jason.Price@forces.gc.ca (Shearwater)

PSP Reconditioning Program:
Kerianne.Willigar@forces.gc.ca

Health Promotion Services:
Janelle.Budgell@forces.gc.ca

PSP Recreation: Matthew.MacKenzie5@forces.gc.ca

Website:
<https://www.cafconnection.ca/Halifax/Home.aspx>

Facebook: @PSPHalifax

H&R MFRC

H&R MFRC sites remain open to the public. Public Health Guidelines are in place.

Halifax site (6393 Homefire Crescent, Windsor Park):
Monday to Friday: 7am - 5pm

Shearwater site (20 Provider Road, Shearwater):
Monday to Friday: 8:30am - 4:30pm (closed between 11:30am - 12:30pm)

Sydney site (Victory Park, Sydney): Monday to Wednesday 9am – 2pm; Thursday 6 – 9pm

The H&R MFRC remains operational with most employees returning on-site and available in-person as well as via phone, email, and online.

- 24/7 Information Line: 902-427-7788
- Mental Health counselling support available. Call the 24/7 line and ask to speak with the Intake & Caseload Coordinator
- Calendar of programs (virtual and in-person): [click here](#)

Child Care Centres
Shearwater Children's Centre and Windsor Park Children's Centre will remain open (6:30am - 5pm). Public Health Guidelines are in place.

COUNSELLING SERVICES

EAP/Health Canada Employee Assistance Services:
1-800-268-7708 or 1-800-567-5803 (hearing imp.)
Local EAP Contact: 902-427-3237
Family Information Line: 1-800-866-4546
CAF Member Assistance Program: 1-800-268-7708
VAC Assistance Service: 1-800-268-7708

CHAPLAIN SERVICES
For support during regular, daytime working hours, please call 902-721-8660. During silent hours and on weekends, the Duty Chaplain can be reached via the MFRC Admin Support Team (AST) at 902-427-7788.

CAF TRANSITION CENTRE
General inquiries: 902-722-1908

SISIP HALIFAX
SISIP Halifax (Building S24A, Stadacona) open for business (virtual and in-person) effective Mon 07 March 2022. Hours of operation: 08:00 – 16:00 hrs, Monday to Friday. Appointments must be booked in advance by calling 902-425-6926. Masks are mandatory upon entry. Customer Support: 1-800-267-6881 | www.sisip.com

MEDICAL SERVICES
Both Halifax and Shearwater clinics will be operating out of one door in order to maintain positive control. The main entrance will be the only point of entry. Wearing of Medical Mask for patients and hand washing is mandatory upon arrival. A Medical Mask will be provided, if needed. Inquiries: 902-721-0537

COVID-19 CONCERNS
If you believe you've been exposed to COVID-19, please contact your Duty Triage PCN, Monday to Friday, between 0730 and 1530hrs. Duty Triage PCN contact details can be found in the Sick Parade section. After hours/on weekends, please contact the provincial nursing line (811). If you are swabbed by Nova Scotia Health Services after hours, please

notify the Duty Triage PCN the following working day for tracking purposes.

SICK PARADE
Clinic sick parade continues to be conducted Monday to Friday from 0730 to 1530hrs and will require an appointment in order to be seen by a Health Care Provider. CFB Halifax members should call the Duty Triage PCN at 902-721-0537 to discuss their needs and book an appointment. 12 Wing members should call 902-720-2006.

BOOKED APPOINTMENTS
If you need to book a regular appointment with your respective CDU (i.e. PHA, OUTCAN screening, follow up, etc.), you should call the following phone numbers:

CDU 1: 721-8889 / 721-8890
CDU 2: 721-8868 / 721-1285

CDU 3: 721-8912 / 721-8764
CDU 4: 720-1558 / 720-1559 (Shearwater)
CDU 5: 721-0815 / 721-0816

IMMUNIZATION APPOINTMENTS
For immunization appointments not related to COVID-19 contact: 902-721-8780 and for 12 Wing members: 902-720-1558 or 902-720-1559.

For COVID-19 related immunization appointment questions please do not call liaison officer. Please email any questions re appointments to HfxCovidVaccineBookings@forces.gc.ca

For Primary Care needs/inquiries after hours and on weekends, please call 902-402-6832. If you are experiencing a medical emergency, call 911 or go to the nearest local Emergency Department.

MENTAL HEALTH SERVICES
All mental health services are operational. Appointments are being held virtually, however, in-person appointments are available as necessary.

Assistance during clinic hours: 902-721-8607
For operational screenings: 902-721-8607

1. General Mental Health: 902-721-8012
2. Operational Trauma & Stress Support Centre: 902- 721-5703
3. Addiction Prevention & Treatment: 902-721- 8600
4. Psychosocial Services: 902-721-8607

For acute concerns during working hours, contact the appropriate Duty PCN listed below or after hours report to a local emergency department.

Halifax Triage/Appointment PCN: 902-721-0537
Halifax Treatment Room: 902-721-8794
Shearwater Triage/Appt. PCN: 902-720-2006
After Hours Duty PCN: 902-402-6832





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BLUE CROSS
Over the counter services are available. Contact us by email or telephone first. HSAHIRM@forces.gc.ca or 902-721-8853

HEALTH AND RECORDS
Over the counter services are available, however, we encourage all personnel seeking payment centre services to contact the payment centre by email or telephone first, if possible @ 902-721-8914 and 902-721-1101 or CFHSVCSpaymentcentre_centredepaiement@forces.gc.ca

PHYSICAL REHABILITATION SERVICES
The Physical Rehab Section at Stadacona and the Physiotherapy Det at Shearwater remain open 0730 – 1200hrs and 1300 – 1530hrs for both in-person and virtual appointments as appropriate. Outsourced patients will continue to be seen by their outside providers as necessary and appropriate. Stadacona: 902-721-8738 / Shearwater: 902-720-1608

SPECIALTY SERVICES CENTRE (SSC)
Appointments with specialists will be maintained or scheduled through telehealth. To cancel a specialist appointment, call 902-721-8774.

PATIENT-HEALTH RELATED TRAVEL
Over the counter services provided by our claim section for Health Related Travel are available. All requests for Health Related Travel may be done by email, telephone, or in person. Please send your request by email P-Hfx.CFHSVCSHealthRelatedTravel@intern.mil.ca or phone (902-721-8934).

PREVENTIVE MEDICINE (PMED)
PMed continues to provide services and for Occupational Health Workplace Assessments (OHWAs) and Public Health Inspections. To contact the PMed Dept, please e-mail HFXN46007@intern.mil.ca or call 902- 721-0502.

PHARMACY
Members will no longer be required to wait at the front entrance for prescription pickup. Please proceed to the pharmacy to pick up prescriptions. Please provide 24 to 48 hours’ notice for prescription refills. To speak with a pharmacy team member about your prescription please call 721-8757.

DENTAL SERVICES

1 Dental Unit Det Halifax continues to provide operationally focused dental support as staffing resources allow. Priority will be given to high-readiness/deploying/members proceeding on courses.

Access to Dental care is by appointment only. No walk in service at this time.

The scope of our services will focus on the following treatment modalities:

- Sick parade/emergency. Members requiring emergency care should contact the clinic between 0730 and 0830 hours;
- Annual dental examinations and screenings;
- Routine dental treatment;
- Treatment to personnel who sustained a service related injury; and
- Dental hygiene. Priority to those who have been identified as having periodontal disease.

The wearing of non-medical masks (NMM) for patients and hand washing is mandatory upon arrival.

Daytime reception and emergency dental care: 902-721-8960 (Stadacona) or 902-720-1096 (12 Wing).

After hours emergency: 902-499-4133 (Duty Dentist) or 902-499-6346 (Duty Dent Tech)

RPOS(H)
Monday to Friday, 0730-1600
Contact: 902 722-4000
RPOPSHFXWorkReception@forces.gc.ca
After hours, weekend and holidays: 902-722- 4000
Calls will be forwarded to the fire hall to action.

SAFETY & ENVIRONMENT
Emergency Contact: 902-483-9757 (24 hrs) Non-Emergency Contact: 902-427-1571 Positional mailbox:
+N48FormationSafetyandEnvironment@forces.gc.ca (monitored daily)

Spills or releases must be reported to both 902- 483-9757 and the positional mailbox and IAW the requirements in SEMS.

Hazardous occurrences must be reported IAW COVID-19 Communique - Hazardous Occurrence Reporting - 7 Apr 2020.

QUEEN’S HARBOUR MASTER
QHM support/inquiries:
QHMHALIFAX.OPS@forces.gc.ca

FLEET MAIL OFFICE
The Fleet Mail Office (FMO), located in lower level of D20, is maintaining normal operations from Monday to Friday, 0700 to 1500 hrs. Providing full Canada Post services. We accept morale mail as well as the MFRC. For any questions or concerns please reach out to us.

FMO contact numbers are 902-427-6682 or duty clerk at 902-476-5180.

CFB Halifax/12 Wing Mailing Address:

Unit/Section
PO Box 99000 Stn Forces
Halifax, NS, B3K 5X5

Unit/Section
Shearwater
PO Box 99000 Stn Forces
Halifax, NS, B3K 5X5

CIVILIAN HR
Download the HR GO RH App to find critical human resources information for public service managers and DND employees.

LACTATION SPACES
To-date, 16 lactation spaces have been established across CFB Halifax and 12 Wing Shearwater in accordance with CANFORGEN 116-21 and MARLANTGEN 016-21. These lactation spaces are centrally located and available to all members returning from parental leave who wish to have a private space to pump, nurse or bottle-feed their child during work hours. See list of available lactation spaces below.

Dockyard, Bldg. D201 – Room 240, MARLANT HQ
Dockyard, Bldg. D126 – 2nd Floor, Unit EAP
Willow Park, Bldg. WL07 – Room 217, Unit RP Ops
Willow Park Armoury, WL-56 – Room 2300
Stadacona, Juno Tower – Room 303, Base Admin.
Stadacona, Bldg. S80 – Room 4082, Unit H Svcs.
Stadacona, Bldg. S37 – Room 218, Unit NFS(A)
Stadacona, Bldg. S17 – Room 0-31, Unit NFS(A)
Stadacona, Bldg. S15 – Room 132B, Unit NFS(A)
Shearwater, Bldg. SH251 – Room 105, Unit 12 Wing
Shearwater, Bldg. SH100 – Room 36, Unit H Svcs
Shearwater, Bldg. SH242 – Unit 12 Wing
Shearwater, Bldg. SH330 – Room 144, Unit 12 Wing
Shearwater, Bldg. SH344 – Room 123, Unit 12 Wing
Shearwater, Bldg. SH342 – Room 160, Unit 12 Wing
Shearwater, Sea King Club

Please note that accessing each individual room is subject to a given unit/building’s standard operations and security protocols: please contact individual units/building managers for more details. For more information, please contact the Halifax Defence Women’s Advisory Organization (DWAO) at Halifax.DWAO@forces.gc.ca.

