



**PARKING:** A weekend/after-hours parking policy will be in effect from 23 Dec 2023 to 08 Jan 2024 for general parking spots only. This means that all members of the MARLANT Defence Team, whether they have a parking pass or not, are permitted to use general parking areas on CFB Halifax permit parking zones.

## BASE ADMINISTRATION

The BOR, NRCC, Releases and F&E will be closed from 22 Dec 2023 to 7 Jan 2024. In case of an emergency please call 902-476-5528 (Duty HRA) or 902-943-2342 (NRCC Duty HRA).

## BASE PERSONNEL SELECTION OFFICE (BPSO)/ULO/BTL

Closed between 23 Dec 2023 and 1 Jan 2024. Open 2-5 Jan 2024 from 0800-1200.

## BASE DINING FACILITIES

As of 16 Dec 2023, Juno Tower Dining Hall and Warrior Block Dining Hall will be closed for the holiday season and will reopen for regular hours at lunch on 8 Jan 2024.

Tribute Tower will remain open to live-in members and Duty Watch personnel for the holiday season from 16 Dec 2023 to 7 Jan 2024 (ration card payment only).

### Holiday Hours

#### **Monday to Friday:**

Breakfast 0630-0800 hrs  
Lunch 1130-1300 hrs  
Supper 1630-1800 hrs

#### **Weekends and Statutory Holidays:**

Breakfast 0700-1030 hrs  
Brunch 1130-1300 hrs  
Supper 1630-1800 hrs

## MESSES

### **Wardroom:**

Closed 16 Dec 2023 – 8 Jan 2024

### **RA Park:**

**23-27 Dec: CLOSED**

**28-29 Dec: 1130-1600**

**30-31 Dec: CLOSED**

**1 Jan: 1130-1600 (NY Levee)**

**2 Jan: CLOSED**

**3-5 Jan: 1130-1600**

### **Chief & PO's Mess:**

Closed 22 Dec 2023 – 8 Jan 2024

### **Fleet Club, Jr. Ranks:**

Closed 16 Dec 2023 – 7 Jan 2024

### **Shearwater All Ranks Mess:**

Closed 16 Dec 2023 – 9 Jan 2024

## BASE ACCOMMODATIONS

Juno Tower Front Desk and Booking Cell will be open during the Holidays with Commissionaires covering evenings, weekends and Stat Holidays. Warrior Block is closed from 23 Dec 2023 to 8 Jan 2024.

## PSP HALIFAX

### **Shearwater Gym**

**23-24 Dec: 0900-1300**

**25-26 Dec: CLOSED**

**27-29 Dec: 0800-1600**

**30-31 Dec: 0900-1300**

**1 Jan: CLOSED**

**2-5 Jan: 0600-2100**

## Base Services Directory - 2023 Holiday Hours

### Shearwater Arena

23 Dec: 1400-1530

24 Dec: 1200-1330

25-26 Dec: **CLOSED**

27-28 Dec: 1300-1430 & 1800-1930

29 Dec: 1300-1430 & MLA Family Open Skate 1800-1930

30 Dec: 1400-1530

31 Dec: 1200-1330

1 Dec: **CLOSED**

### Fleet Gym

23 Dec: 0900-1400

24-26 Dec: **CLOSED**

27-28 Dec: 0800-1500

29 Dec: 0900-1400

30 Dec - Jan 1: **CLOSED**

2-5 Jan: 0600-2000

### PSP Reconditioning Center

*(for program participants only)*

25-26 Dec: **CLOSED**

28-29 Dec: 0800-1500

30 Dec-1 Jan: **CLOSED**

2-5 Jan: 0800-1530

### BASE COMPTROLLER

All Base Comptroller service counters will be closed beginning 22 Dec 2023. The parking counter will reopen on 2 Jan 2024, the Cash Cage & Claims counter will reopen on 7 Jan 2024.

In case of emergencies only during the closures:

**Claims:** Duty phone - 782-640-0507

**Cash Cage:** Duty phone – 902-223-9820

**Account Services (including parking & credit cards):**

Lisa Christie – 902-880-1596

**Accounts Payable:**

Tom McCarthy – 902-225-9459 or 902-865-4397

**BCompt/Budget:**

LCdr Jared MacFadgen – 343-548-1973 or [pl-hfx.bcomptbudgetadmin@forces.gc.ca](mailto:pl-hfx.bcomptbudgetadmin@forces.gc.ca)

### BASE INFORMATION SERVICES

Please submit IT support requests through one of these methods:

**Voice:** 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 the Self-Service Portal <http://assyst.forces.mil.ca/assystnet/>.

### BASE LOGISTICS

#### BASE SHUTTLE AND TAXI

Base Taxi will remain operational throughout the holiday period. Hours of operation 0700 – 1400 hours Monday to Friday. Base taxi number: 902-722-4045.

Base Shuttle Service stops 23 Dec 2023. Start-up 9 Jan 2024.

#### ROAD AND VEHICLE SAFETY

Road and Vehicle Safety Section will remain on duty throughout the holiday period.

Road and Vehicle Safety Section duty number: 902-489-3409

#### CLOTHING STORES/TAILOR SHOP

Dockyard Clothing Stores will be closed during the periods of 27 Dec 2023 to 3 Jan 2024, to include the evenings of 2 Jan 2024 and 4 Jan 2024.

The tailor shop and special size section will be closed from 27 Dec 2023 to 3 Jan 2024.

For emergency services, please call 902-427-3217 and if there is no answer, the Duty MMT(DST) at: 902-880-5974.

Shearwater Clothing Stores will remain open.

### CAF TRANSITION CENTRE HALIFAX

CAF Transition Centre Halifax is closed to walk-in services from 22 Dec 2023 to 5 Jan 2024; however, members can receive assistance by appointment.

General inquiries: 902-722-1908.

Hours: Monday to Friday, 0730-1530

## Base Services Directory - 2023 Holiday Hours

### CHAPLAIN SERVICES

Weekday, daytime support: 902-721-8660.  
During silent hours, holiday periods (22 Dec-2 Jan), or on weekends, the Duty Chaplain can be reached via the MFRC Admin Support Team (AST) at 902-427-7788.

### COUNSELLING SERVICES 1-800 NUMBERS

Homewood Health: 1-800-663-1142  
TTY: 1-888-384-1152  
International (call collect): 604-689-1717  
Numero sans frais – en français : 1-866-389-9505  
Homeweb.ca: log in with DND 743

Canadian Forces Member Assistance Program (CAF Members) : 1-800-268-7708 or 1-800-567-5803 (hearing imp.)

### EMPLOYEE ASSISTANCE PROGRAM

Effective 1 Sept 2023, all Department of National Defence employees have access to new and enhanced Employee Assistance Program services and resources through the new service provider, Homewood Health. Contacts:

English: 1-800-663-1142, or 1-888-384-1152 (for people with hearing impairments).

French: 1-866-398-9505, or 1-866-433-3305 (for people with hearing impairments).

### CF HEALTH SERVICES CENTRE (ATLANTIC)

Please be advised that if you suffer a medical emergency during the holiday season, you are to seek immediate attention from the closest emergency department using your issued Blue Cross card or call 911 (within Canada). Following your medical encounter with civilian services, members are required to report to sick parade at 902-721-0537 or inform the Duty PCN 902-402-6832.

For non-urgent medical care, please contact the Duty PCN at 902-402-6832 for further direction.

Sick Parade Triage Nurse can be contacted at 902-721-0537 during the holiday hours listed.

### STADACONA MEDICAL CLINIC HOLIDAY HOURS

**18-21 Dec:** 0730 to 1530 hrs  
**22 Dec:** 0730 to 1200 hrs  
**23-26 Dec:** **CLOSED**  
**27-29 Dec:** 0730 to 1200 hrs  
**30 Dec-1 Jan:** **CLOSED**  
**2-5 Jan:** 0730 to 1530 hrs

### SHEARWATER MEDICAL CLINIC HOLIDAY HOURS

**18-20 Dec:** 0730 to 1530 hrs  
**21 Dec – 3 Jan:** **CLOSED**  
**4-5 Jan:** 0730 to 1530 hrs

### PHARMACY SERVICES

Canadian Armed Forces members currently taking prescription medication should ensure they have a sufficient amount for the entire holiday period. Due to reduced staffing during the Holidays, **please ensure refills are requested and picked up by 15 December.** Please allow a minimum of 48 hours for processing of refills before coming to the clinic.

**Stadacona Pharmacy refill line:** 902- 721- 8755  
To speak to a pharmacist: 902-721-8757

**Shearwater Pharmacy refill line:** 902-720-1562  
To speak to a pharmacist: 902-720-1983

### **1 DENTAL UNIT DETACHMENT HALIFAX**

**Sick parade, all patients are to report to the Dental Clinic at 0730.**

#### **Hours of operation – Stadacona Bldg. S-80**

**18-22 Dec:** Open  
**25-26 Dec:** **CLOSED**  
**27-29 Dec:** Open  
**1 Jan:** **CLOSED**  
**2 Jan:** Resume normal working hours

#### **Hours of operation – Shearwater Bldg. 100**

**22 Dec – 3 Jan:** **CLOSED**  
**4 Jan:** Resume normal working hours

Stadacona/Shearwater Dental Clinics will provide a 24hr, 7 days a week emergency. If you have a dental emergency after normal working hours, please contact the Duty Dental Team at the numbers below:

Stadacona Reception (902) 721-8960  
Duty Dental Officer (902) 499-4133  
Duty Dental Technician (902) 499-6346

## Base Services Directory - 2023 Holiday Hours

### FLEET MAIL OFFICE

18-22 Dec: 0700 – 1200 hrs  
25 & 26 Dec: **CLOSED**  
27 & 28 Dec: 0700 – 1200 hrs  
29 Dec: **CLOSED**  
2 Jan: 0700 – 1500 hrs

Mail is picked up by Canada Post by 1400 hrs (1130 hrs on days the Fleet Mail Office closes at 1200).

The Tribute Tower mail room is closed from 18 Dec 2023 to 15 Jan 2024, reopening on 16 Jan.

### PORT OPERATIONS & EMERGENCY SERVICES

#### CFB HALIFAX/12 WING GATE HOURS

*Gates that do not operate 24/7/365 will be closed on Christmas Day, Boxing Day and New Year's Day.*

Rainbow Gate (RBG)	24/7 365
Centre Gate	0600-1700 M – F
Admiral's Gate	0600-2100 M – F
Niobe Gate	0600-1700 M – F
Stad Lorne Terrace	0600-2100 M – F
Stad Main Gate	24/7 365
Willow Park TEME Gate	0630-1600 M – F
Willow Park Main Gate	24/7 365
12 Wing Boundary Road Gate (BRG)	0600-2000 M – F, 0900-1700 S & S
12 Wing Main Gate	24/7 365
12 Wing Lower Gate	24/7 365
12 Wing North Access	24/7/365
CFAD Main	24/7 365
NAD Main	0600-1800 M – F

#### DOCKYARD IDENTIFICATION SECTION

22 Dec: 0700-1130 hrs; 1230-1400 hrs  
23-26 Dec: **CLOSED**  
27-29 Dec: 0700-1130 hrs; 1230-1400 hrs  
30 Dec-1 Jan: **CLOSED**  
2 Jan: 0700-1500 hrs

HMC Dockyard Contact: 902-427-3680 or  
[HFXIdentSection@intern.mil.ca](mailto:HFXIdentSection@intern.mil.ca)

#### SHEARWATER IDENTIFICATION SECTION

20-26 Dec: **CLOSED**  
27-29 Dec: 0700-1500hrs  
30 Dec: 0700-1130 hrs  
2 Jan: **CLOSED**

Shearwater Contact: 902-720-1226; 902-720-1790; or  
[PW12.IdentSect@intern.mil.ca](mailto:PW12.IdentSect@intern.mil.ca)

#### DOCKYARD SECURITY OFFICE

22 Dec: 0630-1530 hrs  
23-26 Dec: **CLOSED**  
27-29 Dec: 0630-1530 hrs  
30 Dec-1 Jan: **CLOSED**  
2 Jan: **CLOSED**

Contact: 902-902-427-3482; 902-427-3677 or  
[CFBHFXSecurityOffice@forces.gc.ca](mailto:CFBHFXSecurityOffice@forces.gc.ca)

#### EMERGENCY SERVICES

Base Fire Department Emergency: 902-427-3333  
Dockyard Fire Hall Non-Emergency: 902-427-3500  
Shearwater Fire Hall General: 902-720-1544  
Shearwater Fire Hall Emergency: 911 or 902-720-1544

CFAD Fire Hall Non-Emergency: 902-427-0646  
CFAD Fire Hall Emergency: 902-427-3333

#### Military Police Unit Halifax

General Contact: 902-722-4445  
Emergency Contact 902-722-4444 / 911

#### SISIP HALIFAX

Hours: 0800 – 1600 hrs, Monday to Friday  
Holiday Closures: all statutory holidays and at 1200 hrs on 22 and 29 Dec 2023.

Open for pre-booked business meetings (virtual and in-person) 27 to 29 Dec 2023 inclusive. All access to office by appointment only. Appointments must be booked in advance by calling 782-409-0372.

SISIP Financial Customer Support line:  
1-800-267-6881  
[www.sisip.com](http://www.sisip.com)



## Base Services Directory - 2023 Holiday Hours

### HALIFAX & REGION MILITARY FAMILY RESOURCE CENTRE

The offices at our Halifax and Shearwater sites are open Monday to Friday.

- Halifax site (6393 Homefire Crescent, Windsor Park): 0700– 1700 hrs.
- Shearwater site (30 Provider Road, Shearwater): 0800– 1600 hrs (closed between 1130- 1200 hrs)
- Both offices closed 25-29 Dec 2023, and 1 Jan 2024. Team will be accessible via virtual or phone support on 28 and 29 Dec.
- Our 24/7 Information line is always available at 902-427-7788 for after-hours support and on holidays for urgent matters.

### H&R MFRC Child Care Centres

Shearwater Children's Centre will remain open (0630-1700 hrs).

- Child care centre is closed 25 and 26 Dec 2023 and 1 Jan 2024.

### NAVAL MUSEUM OF HALIFAX

Open weekdays from 0830 – 1530 hrs other than statutory holidays (Christmas Day, Boxing Day and New Year's Day).

