



## INTERNAL MEMORANDUM

**To:** Everyone at HHS McMaster Site  
**From:** Nancy Bertin, General Manager, Crothall Healthcare  
**Date:** May 6, 2016  
**Re:** **Core Housekeeping Services – Change of afternoon service time**

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As part of the Core Housekeeping contract, effective Monday, May 9, the **afternoon** Crothall Core Housekeeping services at McMaster will transition from 3:00 – 11:00 to 4:30 – 12:30.

Our afternoon housekeeping team provide cleaning services to areas such as office space, labs and clinics. This change in shift will help to minimize any disruption to the area occupants and maximize labour efficiencies.

There will be no change to the current times for day services provided or for any of the areas that are serviced 24/7.

Main corridor cleaning, stairwell cleaning, elevator cleaning and project work will be transitioning to the night shift where there is the least foot traffic in the building.

Should you have any questions, please do not hesitate to contact our Crothall Team:

Nancy Bertin, General Manager – Ext. 74283  
Mario Fiorino, Manager – Ext 73097  
Rich Degner, Supervisor – Ext 73815

Thank you for your continued support!