Emergency & After Hours Procedure:
All emergency repairs and/or problems should be called in to the Customer Service Center: 203-432-6888

Facilities Operations Representatives:
Facilities Superintendent: Sheila Dawson, 203-432-2476
Custodial Team Leader: Daniel Lee, 203-632-6504
General Building Maintainer: Sylvia Canteen, 203-432-6888

Custodial Services:
**Offices:** Vacuuming, dusting, trash/recycling pickup, and cleaning is performed once per week. Additional services are also provided on demand by calling 203-432-6888.

**Public Areas:** are cleaned (vacuumed and dusted) once daily, Monday through Friday. Corridors are cleaned twice a week.

**Restrooms:** are cleaned once daily, Monday through Friday.

Disposal Services: Trash, Recycling and Food Waste are removed from public areas once daily, Monday thru Sunday.

Special Event Coverage and Room Cleaning: can be scheduled by going online to Facilities.Yale.edu and selecting Facilities Work Request under “Quick Links.”

Physical Plant Services:
**Routine Maintenance & Repair Services** Any repair or service to building systems or existing fixtures.

**On-Demand Services** (beyond routine maintenance) Examples: Hanging picture frames, adding electrical outlets, repair of lab equipment like refrigerators, autoclaves, etc. will require charging instructions.

For both Routine and On-Demand Services, please call 203-432-6888, or go online to Facilities.Yale.edu and click Facilities Work Request under “Quick Links.”

Conference Rooms: are cleaned once daily, Monday through Friday and during special events on weekends.
Services Schedule:
Yale Athletics B – Payne Whitney Gym

Emergency & After Hours Procedure:
All emergency repairs and/or problems should be called in to the
Customer Service Center: 203-432-6888

Facilities Operations Representatives:
Facilities Superintendent: Sheila Dawson, 203-432-2476
Custodial Team Leader: Daniel Lee, 203-632-6504
General Building Maintainer: Sylvia Canteen, 203-432-6888

Custodial Services:
**Offices:** Vacuuming, dusting, trash/recycling pickup, and cleaning is performed once per week. Additional services are also provided on demand by calling 203-432-6888.

**Public Areas:** are cleaned (vacuumed and dusted) once daily, Monday through Friday. Corridors are cleaned twice a week.

**Restrooms / Public Locker Rooms:** are cleaned once daily, Monday through Sunday.

Disposal Services: Trash, Recycling and Food Waste are removed from public areas once daily, Monday thru Sunday.

Special Event Coverage and Room Cleaning: can be scheduled by going online to Facilities.Yale.edu and selecting Facilities Work Request under “Quick Links.”

Physical Plant Services:
**Routine Maintenance & Repair Services**
Any repair or service to building systems or existing fixtures.

**On-Demand Services** (beyond routine maintenance) Examples: Hanging picture frames, adding electrical outlets, repair of lab equipment like refrigerators, autoclaves, etc. will require charging instructions.

For both Routine and On-Demand Services, please call 203-432-6888, or go online to Facilities.Yale.edu and click Facilities Work Request under “Quick Links.”

Team Locker Rooms: are cleaned once daily, Monday through Friday and during special events on weekends.
Services Schedule:
Yale Athletics B – Ingalls Rink

Emergency & After Hours Procedure:
All emergency repairs and/or problems should be called in to the Customer Service Center: 203-432-6888

Facilities Operations Representatives:
Facilities Superintendent: Sheila Dawson, 203-432-2476
Custodial Team Leader: Daniel Lee, 203-632-6504
General Building Maintainer: Sylvia Canteen, 203-432-6888

Custodial Services:
**Offices:** Vacuuming, dusting, trash/recycling pickup, and cleaning is performed once per week. Additional services are also provided on demand by calling 203-432-6888.

**Public Areas:** are cleaned (vacuumed and dusted) once daily, Monday through Friday. Corridors are cleaned twice a week.

**Restrooms / Public Locker Rooms:** are cleaned once daily, Monday through Sunday.

Disposal Services: Trash, Recycling and Food Waste are removed from public areas once daily, Monday thru Sunday.

Special Event Coverage and Room Cleaning: can be scheduled by going online to Facilities.Yale.edu and selecting Facilities Work Request under “Quick Links.”

Physical Plant Services:
**Routine Maintenance & Repair Services**
Any repair or service to building systems or existing fixtures.

**On-Demand Services** (beyond routine maintenance) Examples: Hanging picture frames, adding electrical outlets, repair of lab equipment like refrigerators, autoclaves, etc. will require charging instructions.

For both Routine and On-Demand Services, please call 203-432-6888, or go online to Facilities.Yale.edu and click Facilities Work Request under “Quick Links.”

Team Locker Rooms: are cleaned once daily, Monday through Friday and during special events on weekends.