Science Stores, Science Receiving, and the Science Technical Centre
Access and Operations

Effective date: June 8th, 2020

General Precautions for access to Faculty of Science ancillary service workspaces:

- you will be required to review the COVID-19 self-assessment checklist posted at the entrance to all Faculty of Science ancillary service workspaces before entry.
- you will be required to sign-in when you enter any Faculty of Science ancillary service workspace.
- if you do not respect the physical distancing requirements in place, you will be asked to leave and your access to these ancillary services may be revoked by the Faculty of Science.

Science Stores and Science Receiving

Science Stores and Science Receiving have resumed (near-)normal hours of operation and staffing levels.

Procurement via Science Stores will only resume for those who have been approved to return to work (i.e., Phase 2 return-to-work university operations). The Faculty of Science, by way of their Director, Facilities and Technical Operations (Ruth Appanah) will need confirmation of your return-to-work approval from the Faculty of Environment Dean’s Office before your access to the Science ancillary services is approved – this is to ensure members of the Faculty of Environment can be accommodated within the Faculty of Science ancillary services COVID-19 Safety Plan.

Provisions to accommodate your needs to access to the Science ancillary services have been built into the FENV return-to-work application – no additional request/approval forms will be required, but access to the Science ancillary services cannot commence until the Faculty of Science has confirmation of your return-to-work application approval.

Once your access to the Science ancillary services has been approved, there are calendar booking systems that you will need to utilize to access to both the Science Stores and Science Receiving areas. These calendar booking systems will help manage personnel traffic in these areas to better accommodate physical distancing requirements and better ensure the safety of staff and users alike. Please note, dedicated time slots have been “block booked” at the beginning and at the end of each day to allow for staff to disinfect workspaces and high-touch points in these workspaces.
You must book a time slot in advance to access either Science Stores or Science Receiving:

**Science Stores** booking calendar
[https://bookings.science.sfu.ca/science/stores/](https://bookings.science.sfu.ca/science/stores/)

**Science Receiving** booking calendar
[https://bookings.science.sfu.ca/science/receiving/](https://bookings.science.sfu.ca/science/receiving/)

If you do not have a current account with Science Stores use this [link](https://bookings.science.sfu.ca/science/stores/) to be set up in the system.

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**Science Technical Centre**

The Science Technical Centre will be staffed on a 50% rotation with normal hours of operation during this current alert level. To access these facilities please use our e-mail aliases for the electronics shop ([scst-electronics@sfu.ca](mailto:scst-electronics@sfu.ca)) or machine shop ([scst-machine@sfu.ca](mailto:scst-machine@sfu.ca)) to contact staff and set-up an appointment.