Sciences and Technology Library

Machray Hall Elevator Closure: Accessing upper Machray Hall floors and tunnel level via Library elevator

Who: Machray Hall occupants and visitors with accessibility needs

What: The main elevator in Machray Hall will be closed

When: Monday 4:00 pm, June 11th – Saturday June 16th

Signage: The University of Manitoba will post signs on each floor of Machray Hall identifying the temporary closure, and revised egress route in case of emergency.

Accessibility: The Sciences and Technology Library has an elevator for people with accessibility needs.

Availability of Access: Access is only available when the Sciences and Technology Library (Main Floor Machray Hall) is open and during following dates:

Library Hours (Summer): Monday – Thursday: 8:00 a.m. – 7:00 p.m.  
Friday: 8:00 a.m. – 5:00 p.m.  
Saturday & Sunday: Closed

Dates: Monday, June 11th – Friday, June 15th

Access Procedure:

Main Floor to Upper Floors:
1. Contact Library Staff at the Service Desk
2. Inform them that you need to use the elevator to access an upper floor in Machray Hall
3. Library staff will escort you to your floor and unlock the door from the Library to Machray Hall office area
4. The door will then be locked
**Tunnel to Upper Floors:**

1. To request elevator access, phone Library Service Desk at: 204-474-9281
2. Inform Library staff that you need elevator access and are on the tunnel level
3. On tunnel level, go to room number 106 in Machray Hall and wait until Library staff arrive
4. Library staff will open door to provide elevator access and escort you to your floor and unlock the door from the Library to Machray Hall office area

**Upper Floors to Main Floor/Tunnel Level:**

1. To request elevator access, phone Library Service Desk at: 204-474-9281
2. Inform Library Staff that you need to access the Library elevator and which floor you are on
3. Library Staff will meet you at the door to the Library on your floor and unlock the door
4. Inform Library Staff whether you need access to the tunnel level

**Deliveries to Machray Hall**

1. Contact Library Staff at the Service Desk
2. Inform them that you need to use the elevator to access an upper floor in Machray Hall
3. Library Staff will escort you to the floor and unlock the door from the Library to Machray Hall office area
4. Library Staff will ask delivery personnel if they need to use the elevator to return to the main floor. If so, they will wait until the delivery is completed and lock the door.

Should you have any questions about accessing Machray Hall using the Library elevator, contact the Sciences and Technology Library Service desk at: 204-474-9281.