

Biolabs, Glasshouse – PHIL NORTON – 617-595-6733, phil_norton@harvard.edu

Operations Center (617-495- 5560)

The Operations Center will continue to provide 24 hour/day, 7 day/week alarm monitoring, facility response and emergency call center services.

Building Operations

- **Philip Norton, 617-595-6733, phil_norton@harvard.edu**
- Eileen Snow, 781-296-7164, eileen@mcb.harvard.edu (for access, with copy to Phil)

Building Operations (updated 3/19/20)

Two building ops staff will alternate days of coverage and tours of facilities. FMO operators and custodial staff will be working to cover emergencies and to assist staff as needed.

Shipping and Receiving (updated 3/18/20)

For information, **Scott Hartshorn T: 617-496-9993, E: shartshorn@fas.harvard.edu.**

Shipping and receiving will be staffed fully, or as needed, based on need. Packages will be kept in a locked storage room in Fairchild after today. Cold storage will be available on a limited basis for as long as there is space. If you have any questions or concerns or are still expecting deliveries, please contact Phil or Scott.

Any U.S. mail received after today will have to be held by S/R until the buildings are opened again.

Gas/Liquid Nitrogen

Airgas has indicated that at this point, it does not anticipate that the supply of gas will be interrupted. Please place orders as usual.