



**Brock University
Facilities Management Operating Procedure**

**FMOP 1-5 Annex E
Example of a Posted Notice During Disruption**

NOTICE OF DISRUPTION OF SERVICE WASHROOMS CLOSED

SCHMON TOWER LEVEL 2 (MAIN FLOOR) WASHROOMS CLOSED FROM XXXX UNTIL XXXX

ALTERNATE WASHROOM LOCATION

BASEMENT LEVEL ONE LEVEL BELOW
(TAKE ELEVATOR DOWN ONE LEVEL AND FOLLOW DIRECTIONAL SIGNAGE)

Brock University is engaged in ongoing efforts to maintain and improve our facilities.
These washrooms are currently closed due to
Accessibility Upgrades.

Our Mission is to provide a safe, clean, productive and well-maintained physical environment for the University community by planning and delivering professional services that are sustainable and supportive of Academic excellence, now and into the future.

Questions or concerns regarding this Project can be directed to Name of
Project Manager, Project Manager
Extension 1234 or nameofprojectmanager@brocku.ca

Questions or concerns regarding Operational issues can be directed to Facilities
Management Customer Service
X 3717 or facilitiesmanagement@brocku.ca