|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2014年寒假期间总务处各部门工作安排**2014年寒假将至，为了确保学校各项工作的顺利开展，现将寒假期间工作安排如下：1. **图书馆开放时间调整：**

1月25日-1月30日 正常开馆（时间调整：09:30-17:30）**1月31日-2月2日 闭馆**2月3日-2月7日 正常开馆（时间调整：09:30-17:30）2月8日恢复正常时间**二、校园服务中心工作时间****1、春节前工作时间：**1月22日至1月30日 正常上班(9:00—12:00 14:00—17:00)**2、春节放假：1月31日至2月9日 (休息)** **3、春节工作时间：**2月3日（周一） 10:00—12:302月5日 (周三) 15:00—18:002月7日 (周五) 10:00—12:30**4、2月10日至2月11日 正常上班(9:00—12:00 14:00—17:00)****5、2月12日后，院历正常工作时间****三、健身场馆开放时间** 1、寒假期间，即1月22日至2月11日 健身场馆停止服务2、2月12日恢复正常**四、各餐饮开放时间**

|  |  |  |
| --- | --- | --- |
| **部门** | **停业时间** | **营业时间** |
| **一楼****食堂** | **正餐** | **1月11日-2月16日** | **2月17日开始营业** |
| **宵夜** | **1月19日-2月16日** | **2月17日开始营业** |
| **小炒** | **1月21日-2月16日** | **2月17日开始营业** |
| **二楼****食堂** | **正餐** | **持续营业** | **1月20日-2月16日就餐时间变更：****早餐：07:30-09:00****中餐：11:00-12:30****晚餐：17:00-18:30** |
| **包点** | **1月17日-2月16日** | **2月17日开始营业** |
| **面食** | **1月17日-2月16日** | **2月17日开始营业** |
| **煮意房** | **1月23日-2月9日** | **2月10日开始营业** |
| **大学论语** | **1月20日-2月9日** | **2月10日开始营业** |
| **赛百味** | **1月30日-2月7日** | **2月8日开始营业** |
| **披萨店** | **1月22日-2月15日** | **2月16日开始营业** |

**五、超市、复印店及美发店营业时间**

|  |  |  |
| --- | --- | --- |
| **部门** | **停业时间** | **营业时间** |
| **美心超市** | **1月21日-2月7日** | **2月8日开始营业** |
| **校园超市** | **1月22日-2月8日** | **2月9日开始营业** |
| **博大图文中心** | **1月20日-2月7日** | **2月8日开始营业** |
| **北大美发店** | **1月25日-2月7日** | **2月8日开始营业** |

**总务处** **2014年1月9日****2014 Winter Vacation General Work Schedule**Since the 2014 winter vacation is approaching we would like to outline the winter vacation work schedule as follows： **一、 Library Holiday Schedule**Jan 25th –Jan 30th Operating Hours（09:30-17:30）**Jan 31st – Feb 2nd Closed**Feb 3rd – Feb 7th Operating Hours（09:30-17:30）Feb 8th Return to normal operating hours**二、Campus Service Center Work Schedule****1、Schedule before Spring Festival：****From January 22nd until January 30th: Normal working hours** (9:00—12:00 14:00—17:00)**2、During Spring Festival：January 31st to February 9th (Closed)** **3、Spring Festival Special Working Hours：**Monday February 3rd 10:00—12:30Wednesday February 5th 15:00—18:00Friday February 7th 10:00—12:30**4、February 10th and 11th Normal Hours (9:00—12:00 14:00—17:00)****5、After February 12th  Normal Working Hours** **三、Gym Winter Vacation Schedule** 1、January 22nd to February 11th Closed2、February 12th Normal Working Hours Resume**四、Schedule for on campus eateries**

|  |  |  |
| --- | --- | --- |
| **Department** | **Closed** | **Opens** |
| **Lower Canteen** | **Main Courses** | **Jan 11th– Feb. 16th**  | **Feb 17th**  |
| **Snacks** | **Jan 19th – Feb 16th**  | **Feb 17th**  |
|  | **Individual Meals** | **Jan 21st – Feb 16th**  | **Feb 17th**  |
| **Upper Canteen** | **Main Courses** | **Working Hours** | **Jan 20th – Feb 16th Schedule Changes：Breakfast:07:30-09:00****Lunch：11:00-12:30****Dinner：17:00-18:30** |
| **Take out** | **Jan 17th – Feb 16th**  | **Feb 17th**  |
| **Noodles** | **Jan 17th – Feb 16th** | **Feb 17th** |
| **Hong Kong Bistro** | **Jan 23th – Feb 9th**  | **Feb 10th**  |
| **University Café** | **Jan 20th – Feb 9th**  | **Feb 10th**  |
| **Subway Sandwiches** | **Jan 30th – Feb 7th**  | **Feb 8th**  |
| **NYPD Pizza** | **Jan 22nd – Feb 15th**  | **Feb 16th**  |

**五、Campus Convenience Stores、Printing Center, and Barber**

|  |  |  |
| --- | --- | --- |
| **Store** | **Closed** | **Opens** |
| **Beautiful Heart Convenience Store** | **Jan 21st – Feb 7th**  | **Feb 8th**  |
| **Campus Convenience Store** | **January 22nd – Feb 8th**  | **Feb 9th**  |
| **Printing Center** | **Jan 20th – Feb 7th**  | **Feb 8th**  |
| **Barber Shop** | **Jan 25th – Feb 7th**  | **Feb 8th**  |

**Department of General Affairs** **Jan 14th 2014** |

 |