

HAY RIVER HIGH-RISE

TEMPORARY ACCESS PLAN

(INFORMATION FOR TENANTS)

Temporary access will be available for tenants to retrieve essential personal items from the High-Rise starting Wednesday, March 20th at 9:00am.

Tenants are encouraged to review the following beforehand:

1. Tenants are encouraged to make a list of the location of items they would like to collect from their suite beforehand.
2. All mail has been relocated from the high-rise to the main post office.
3. A lead access coordinator will be available at the main entrance to provide tenants with information and clarity regarding access procedures and safety.
4. Tenants will be provided with appropriate safety gear which must be worn at all times while inside the building.
5. Tenant access will be limited to one visit per suite, with a maximum of two people. Approximately 15 minutes will be provided to retrieve essential items. Carts will be provided to gather belongings, and they must remain at the site for others to use.
6. Floor monitors will be escorting tenants to and from their respective floors using the elevator.
7. Because some floors remain without power, fridges and freezers should not be opened since it highly likely that food has spoiled.
8. Access will start on 17th floor and proceed downwards according to the schedule identified below.
9. For tenants unable to meet the schedule due to work commitments, please contact the Lead Access Coordinator at the number provided below to arrange an alternative time.
10. Two additional coordinators will be on-site to assist with traffic control and parking.
11. A group of volunteers will be assisting with transporting tenants belongings from the site.
12. RCMP will be providing additional security at the site.
13. Counsellors will also be available for tenants in need of support.

**HAY RIVER HIGHRISE
TEMPORARY ACCESS SCHEDULE**

LOCATION	DATE	TIME	STATUS	COMMENTS
FLOOR 17	March 20, 2019	0900-1000		
FLOOR 16		1000-1100		
FLOOR 15		1100-1200		
FLOOR 14		1200-1300		
BREAK / STAFF CHANGEOVER				
FLOOR 13		1330-1430		
FLOOR 12		1430-1530		
FLOOR 10		1530-1630		
FLOOR 09		1630-1730		
FLOOR 08	March 21, 2019	0900-1000		
FLOOR 07		1000-1100		
FLOOR 06		1100-1200		
FLOOR 05		1200-1300		
BREAK / STAFF CHANGEOVER				
FLOOR 04		1330-1430		
FLOOR 03		1430-1530		
FLOOR 02		1530-1630		
FLOOR 01		1630-1730		
	March 22, 2019 (additional time slots will be scheduled as necessary)			
FLOOR 11 (Fire Floor) special safety measures required	TBD	TBD		Access to the fire-damaged floors is prohibited unless authorized by the OFM.

Contact Information:
 Jean Soucy
 Lead Access Coordinator
 867-872-0487