



May 22/13

Attention To All Tenants!!!

This is a VERY important message in regards' to our new emergency contact number for after hours!!!

Please NOTE that we will **NO** longer be using the pre-existing phone numbers' for you to contact to make your after hour emergency calls. We have a new Answering operator that will take your calls and will determine whether or not your call is an emergency, or if it can wait till the next working day.

You will call the office number; **306-236-3977**, and the personal will redirect your call. Calls will be forwarded to our staff if it is an emergency, and any other calls (non emergency) will be put on a report which we will receive the next working day. Any calls on the report that are recorded will be made into a work order for our staff to get the maintenance work needed completed.

****You MUST call 911 for All Fire, Ambulance and R.C.M.P requests. ****

Also, Note that we will **NOT** be responding to any "I'M Okay Program" calls in senior units due to Housing Authority Staff personnel are not properly trained to offer assistance.

A family member may be called and or the call should be made to the EMS if you feel it is an emergency.

All staff has been directed not to respond to calls made to their personal residence.