



## AES Office Employees: Teleworking continues through Tuesday, May 5

The ASRC office at 3900 C Street will remain closed to the general public through at least Tuesday, May 5, 2020 and we will continue to strictly enforce the rule that only personnel with pre-approved clearance will be allowed access.

### Digital Delights

While not working, keep yourself and family occupied with these digital delights, most of which are free:

- Update your [Zoom video call](#) with [travel](#) or [Pixar](#) backgrounds
- Color the AES Coloring Book: [Hand Washing Edition](#)
- Enjoy stories, videos, and activities from [Disney Magic Moments](#)

### Employee Assistance Program

We're here for you. The AES Employee Assistance Program (EAP) provides personal resources for assisting you and your family during quarantine. For more information, call their confidential hotline at 1-866-865-2202 or access the [EAP website](#) with the username: ASRC and password: EAP

### Working Remotely Documents

Visit the AES [Working Remotely](#) page for info about:

- Teleworking Policy
- Desk Phone Forwarding
- VPN
- Equipment Check-out

[Click to visit the  
Working Remotely page](#)

### COVID-19 HR Related Questions

If you have any HR questions related to COVID-19, please call (907) 334-1688 and press option 1 to speak to a live representative.

We are actively monitoring the situation regarding COVID-19 (Coronavirus). In an effort to keep our AES teams informed, we will be communicating via e-mail and updating our COVID-19 website.

[Click here to  
visit our COVID-19 website](#)