



## HR ORGANIZATIONAL ANNOUNCEMENT

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**TO:** ASRC Alaska-Based Companies  
**FROM:** Kina Perez, Sr. HR Director ASRC  
**DATE:** January 8, 2021  
**RE:** Update on Closure of 3900 C Street Office Building

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*This message is intended for those ASRC and ASRC subsidiary employees based in the midtown Anchorage office (3900 C Street). If you believe you have received this announcement in error, please disregard and we apologize for the inconvenience.*

We made it through the holiday season and into 2021! Let's all work together to emphasize the importance of all of us continuing to do our part in curbing the spread of the coronavirus. A downward trend in the number of daily positive cases in Alaska seems to be continuing, although, COVID-19 cases across the U.S. remain at unprecedented levels. The State and local health departments have continued to reiterate the strain these elevated numbers are placing on medical infrastructure here in Alaska.

Effective January 1, 2021, the Municipality of Anchorage (MOA) issued [Emergency Order 17](#). Other [Emergency Orders](#) remain in effect.

The Anchorage School District has issued updated guidance for the reopening of schools. You can find that information here: [Anchorage School District Reopen Plan](#).

The Department of Health and Human Services has initiated a vaccine information webpage located here: [Covid-19 Vaccine Status Update](#). From this site, you can stay on top of the vaccine roll-out as information becomes available.

We are extending operating with reduced access to the 3900 C Street facility. Access is restricted to everyone except those employees with pre-approved access until at least **Tuesday, February 16, 2021**. We will continue to monitor local mandates, returns to school, and vaccine rollout information and let you know if the date will move.

Have a safe and relaxing weekend! If you have any questions, please reach out to your supervisor or local Human Resources Department: [asrchr@asrc.com](mailto:asrchr@asrc.com) or (907) 339-6886.