



DATE: March 17, 2020
TO: Depot Network
RE: **COVID-19**

Attention Depot Operators and Staff,

This is a follow-up notice to the March 13, 2020 notice regarding relaxed minimum hours of operation in response to the COVID-19 pandemic.

The BCMB understands that Permit Holders may be facing decisions on reduced hours or depot closures due to the current COVID-19 pandemic. We ask that you please advise the BCMB, through the Quality Monitoring System (QMS), if your depot will operate under revised hours of operation or will be closed to the public. **If you have already made changes to your operating hours or closed your depot and have not yet submitted a QMS ticket, please do so once you are able.** This will be important as the BCMB will then be able to update your depot's hours of operation on the website to better inform your customers and will be able to notify industry staff to avoid inspection, transportation, or other communication issues.

A how-to video for submitting a Depot Closure Notification ticket on QMS can be found here: <https://www.youtube.com/watch?v=Z-2--jv8BfY>

If you require assistance accessing your QMS account, please contact one of the following individuals:

- **Alyson Klatt**
(780) 424-3193 ext. 232
aklatt@bcmb.ab.ca
- **Jenn Budd**
(780) 424-3193 ext. 222
jbudd@bcmb.ab.ca

Should you have further questions, please contact a BCMB Compliance Officer by calling/emailing:

Michelle Winmill
(780) 289-6948
mwinmill@bcmb.ab.ca

Ashley Banks
403-990-4189
abanks@bcmb.ab.ca

Emily Stanton
estanton@bcmb.ab.ca

