



LITTLE RED RIVER CREE NATION

April 1st, 2020.

MEMO: LRRCN Membership & Staff

RE: LRRCN - Finance Department.

Tansi Netotemmak,

Due to COVID-19, our LRRCN Finance Department will be working from their homes effectively immediately today on April 1st, 2020.

Cheques will no longer be printed or released. Everything will be done electronically. ALL employees, contractors and clients must get their account information submitted to the finance department.

Below you will find the contact information for each Finance Department staff member.

Roseann D'or - Finance Controller

- Home Number: 780-759-3833
- Email: roseann@lrrcn.ab.ca

Stacy Laboucan - General Accounting Officer

- Home Number: 780-759-3941
- Email: stacyl@lrrcn.ab.ca

Marissa Sewepagaham - Education Finance Clerk

- Home Number: 780-759-3944
- Email: marissas@lrrcn.ab.ca

Priscilla Alook - Community Services, Kayas College, Infrastructure Finance Clerk

- Email: priscillaa@lrrcn.ab.ca

Sherry Grande - Mamawi Awasis Finance Clerk

- Email: sherryg@lrrcn.ab.ca

Trent Ribbonleg - Administration, Health Department, COVID-19 Finance Clerk

- Text: trentribbonleg@hotmail.com
- Email: trent@lrrcn.ab.ca

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Please submit banking information to the appropriate finance clerk (via email). We cannot stress enough how important it is to provide us with your banking information.

Our Finance Department will update the files and process the banking information as soon as you submit this information.

What if I can't get my bank account information to the finance clerks or don't have a bank account?

- We understand at this point and time, obtaining this information or setting up a bank account is challenging, which is why our Finance Department is in the process of providing an alternative plan. This plan will be designed specifically for those individuals that cannot provide their banking information or don't have a bank account. We will notify LRRCN membership & staff as soon as this plan is finalized and approved.

Why is everything being switched to electronic payment systems?

- This is to limit any cheques and the physical handling of cash; this is a preventative measure that is designed to help minimize contact, adhere to social distancing and to help stop the spread of COVID-19.

Our Finance Department will continue to operate regular office hours, which are 9:00 am to 5:30 pm, Monday to Friday. Please refrain from contacting our Finance Department after regular office hours UNLESS there is an emergency that requires their immediate financial attention.

If you have any questions, please contact Roseann D'Or or Stacy Laboucan.

Please Share.

Thank you for understanding.

Chief Conroy Sewepagaham
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