



| Sites Affected | • TBRHSC | |
|------------------------|---|--|
| Service(s) Impacted | All netwo O O O | ork services and applications including: Internet Access Email Cloud Based Applications |
| When | Date: Start Time: End Time: | Wednesday, September 4, 2024 21:00 hrs EST 01:00 hrs EST |
| Action Required | Prior to Downtime: Ensure that you log out of the affected systems and applications 15 minutes prior to when those systems and applications will become unavailable. Following Downtime: Login to applications to continue use | |
| Why | • A 5 minute window within the 4 hour downtime timeframe is required for TBayTel to perform hardware upgrades on the link connecting SJ Hospital to TBRHSC data centre. | |

Ensure this information is distributed / posted for all affected staff.

Questions or comments? Contact TBRHSC/SJCG Help Desk (807) 684-6411 | 1-888-291-9636 | <u>help@tbh.net</u>