VOICE-MESSAGING DIRECTORY

IFS Main Office : (250) 564 - 4115

January 05, 2012

IFS has acquired voice-messaging for many of the consultants in our firm. The caller is now able to go directly to an individual's local during, or outside, the work hours by dialing the main office number and then entering the local of choice. If the person is on the telephone, busy away from their desk or away from the office you will have a greeting where you may leave a message, be direct back to the front desk or try another local. Three options are available to the incoming caller:

Leave a Message: After the tone on the voice-answering system, you may leave a message for the person, directly in their personal mail slot. These can only be retrieved by the person assigned the local (see below), but can be retrieved at their convenience. Further options are provided to the caller at the end of their message, by pressing # (pound sign).

Return to Reception: During any point in the message, you may press 0 (zero) to forward the call to the switchboard. From there the person may be paged if they are in the IFS building. During work hours, our receptionists can forward you to the appropriate local, or handle your calls personally. After business hours (Mon- Fri 8:00am-noon; 1:00-5:00pm), the voice messaging will engage and you may wish to leave a message in the IFS general mailbox. Messages left in the general mailbox will be redirected by reception at the next business day the office is open. Further options are provided to the caller at the end of the message, by pressing # (pound sign).

Try Another Local: If the person you are looking for does not pick up the line when called, you may try another person by pressing * (star) and the new local number.

The following is a listing of the personnel and their locals:

A **"*"** following the local indicates a person with voice-mail. For persons without voice-mail messages can be left in the general IFS mailbox.

221 Switchboard	288* Derksen, Alvina	246* Mannhardt, Hans	266* Schuetz, Paul
	233* Eastham, Andrea	253 Masson, Don	257* Schuetz, Rob
258* Bailey, Chris	227* Einfeldt, Flemming	264* Mills, Barry	228* Steel, Ken
	256* Farella, Amy		255* Taylor, Jonathan
238* Barry, Bruce	236* Fountain, Steve	221* Neaf, Eileen	262* Teschke, Elmer
243* Barry, Pat	261* Foy, Tom		249* Trepanier, Mike
265* Borbstaedt, Stefan	231* Giesbrecht, Tim	250* Potter, Andrew	272* Williams, Bill
	248* Hoffman, Dave	564-9668 Robison, Micheal	230* Willier, Coreen
251* Chemerinski, Bob	254* Krahn, Taiho		291* Zhang, Hesheng