



ADMINISTRATION Department

ACTIVITY REPORT NOVEMBER 2025 TO FEBRUARY 2026

The Administration Department provides support and a variety of services to every KRG department, as well as to the organization's Regional Council and Executive Committee. It also manages Tamaani Internet.

The department's activities are divided into four sections:

1. Asset Management
2. Supply Chain and Logistics
3. Information Technology
4. Tamaani Internet

1. Asset Management

The Asset Management Section focuses on enhancing the efficient and effective use of all KRG fixed assets throughout the acquisition-to-disposal lifecycle. This involves providing regular inspections and identifying furnishings in occupied and unoccupied housing units, and ensuring that newly renovated units are fully equipped with existing or newly purchased items. We also coordinate the allocation of available housing units to employees.

- The Asset Management and Logistics & Operations sections began planning activities for assets being acquired in 2026. This work focuses on ensuring that KRG assets are properly identified, registered, and covered by appropriate insurance, and that asset information is consistent across operational sections.
- Priorities for the first quarter of 2026 have been established. These include conducting site visits to verify the condition and location of KRG assets, as well as developing and reviewing policies to support the proper use, maintenance, and management of assets throughout their lifecycle.
- The section is planning a meeting to define a structured approach and centralized database for the registration of KRG vehicles. This work will also support the broader 2026 vision and guide future implementation activities to improve data management and operational oversight.

2. Supply Chain and Logistics

The Supply Chain and Logistics Section serve a vital role in ensuring efficient procurement, transportation and delivery of goods and services across all KRG operations, supporting the organization's mission through strategic planning and effective resource management.

- In collaboration with the IT Section, a Supply Chain and Logistics Application was launched in the last week of December 2025 to support automation of the tendering process. Two training sessions were delivered to KRG employees to introduce the tool. Additional training sessions are being planned to support users and ensure a smooth transition to the new process.
- The Procurement Section welcomed a new Buyer and a Procurement Coordinator during the reporting period. With these additions, the team is now nearly complete, with one Senior Buyer position remaining. Recruitment for this final position is ongoing. Once fully staffed, the section will be better positioned to support KRG departments and respond to operational and community needs more effectively.
- For the reporting period, the Procurement Section issued 235 purchase orders valued at just over \$24 million, as compared to 570 purchase orders totaling \$21 million during the same period last year. This reflects the procurement procedure introduced in April 2025, whereby purchase orders are issued for requisitions above \$5,000, allowing the team to focus on higher-value and more complex files. For 2025, total procurement activity reached slightly more than \$226 million, compared to almost \$123 million in 2024. The increase is mainly attributable to professional services, major projects, and a significant increase in heavy equipment for Nunavik communities.
- Planning for the 2026 sealift season began in December 2025. Initial meetings with KRG departments have started to identify anticipated needs and requirements. This early engagement is intended to support proactive planning and improve coordination for the upcoming sealift season.
- For this reporting period, the Travel section issued 1,609 warrants compared to 1,894 warrants during the same period last year. For the full year 2025, the Travel section issued almost 9,000 warrants totaling \$18 million, compared to almost 8,500 warrants totaling \$14.5 million in 2024

3. Information Technology (IT)

The IT Section administers the computer systems and network within the KRG, with a focus on providing quality end-user support. All the while maintaining numerous systems and databases ensuring that security features are continually up to date.

- For the period, over 950 Help-Desk tickets were opened and over 900 tickets were successfully resolved and closed.
- For the period, the IT Team created new user profiles and onboarded 34 KRG employees.

- Internal and external penetration testing has been completed. We have resolved all critical and high alerts that were noted. These tests were conducted as part of an IT security audit to ensure that risks of a cyber breach are mitigated as much as possible.
- As part of a digital workplace initiative, we are testing the use of digital notebooks and have launched the Dilitrust paperless meeting platform. These technologies will increase productivity while contributing to a reduced environmental footprint.
- We have implemented a OneDrive policy on all KRG workstations. This policy synchronizes all desktops, documents and picture-folder data with OneDrive data protection.
- Working closely with the Supply Chain and Logistics Section, an end-user dashboard was created and launched. This application replaces email chains and scattered documents, offering real-time updates and a more efficient workflow. Another application was developed for the Legal Department to reduce unnecessary paperwork and centralize sensitive data.

4. Tamaani Internet

Tamaani Internet administers and maintains internet services to residential and business users in Nunavik. Providing basic user support, while maintaining an up-to-date billing system and inventory control.

Strategic Telecommunication Development

- Data interpretation from the marine survey for EAUFON 3 in Ungava Bay is taking longer than initially forecast. The primary challenge is the enormous volume of raw data that requires analysis. The data is expected to be available before the end of February.
- Engineered maps for the routing of the EAUFON cable on the outskirts of Kuujuaq have been completed. The maps outline the route that the cable will take as it exits the Koksoak River and traverses overland to the Tamaani technical shelter. Tender documents for technical maps and installation of the cable are now being worked on.
- The procurement process for the manufacturing, shipping and installation of beach manholes for the seven Ungava Bay communities is almost complete. We are waiting for final approval from the Québec Government for the contract award.
- The Kuujuaq-Kawawachikamach connection project is moving along on schedule. Since the award of the contract, aerial surveys are almost completed and once data is analyzed, final routing will be determined. The procurement process is underway for the purchase of fiber-optic cables.
- The procurement process for the installation of the overland fibre-optic cable between Deception Bay and Kangiqsujaq is nearing completion. Final bids were received and are currently being reviewed for legal and technical compliance.

Network Operations

- Completed the performance testing in all EAUFON-2 communities to ensure the network operates as specified in funding agreements, which satisfies funding partners' obligations for final payment
- Tamaani Network operations team participates in a working group that meets weekly to support development of new network architecture allowing for better connectivity between the Nunavik Regional Board of Health and Social Services and the Montréal office of the Québec Ministry of Health.
- A bandwidth management solution was tested in a live environment to prepare for improved traffic control if a primary connection fails. In addition, new security equipment was installed in Chisasibi to replace aging hardware.
- The Network Operations team began decommissioning infrastructure at the Weir site in southern Québec. Virtual systems were transferred to the Montréal data centre, and the Weir-Montréal connection was permanently removed.

Field Operations

- Pole surveys were completed between the Fédération des coopératives du Nouveau-Québec (FCNQ) television service division and Tamaani to prepare for a possible cable television deployment over Tamaani's FTTH network in Nunavik communities.
- Sites are being equipped with increased storage capacity to reduce repair times by keeping replacement parts on hand. Several communities are already equipped, and deployment is ongoing in remaining locations.
- Field surveys for new residential developments in Ungava have been completed. Engineering work and permit applications are now nearing completion in preparation for home fiber service deployment.
- A contract has been awarded for installation of access control systems and surveillance cameras across all of our sites. Installation work will begin shortly. This security will include, among other components, constant monitoring of intrusion detection, fire alarms, significant temperature fluctuations, indoor and outdoor surveillance cameras and secure access digital keypads.
- Bucket trucks delivered to Salluit and Kuujuaq are fully operational and are being used daily by technicians to speed up field work.
- Preparation of tender documents is underway for the purchase of materials, which will be shipped by sealift to support future fiber network expansions.

Customer Service

- The customer service team serves as the primary point of contact with the customer. The team handles account updates, new-service activations, and manages complaints from customers.
- Customer accounts are continuously reviewed to ensure all required information is complete so that monthly invoices are properly delivered. Examples of information being updated are customer contact information and account details, as well as ensuring all services rendered are correctly recorded.
- The team proactively contacts customers with overdue balances to provide friendly reminders and offer payment options, in order to minimize service interruptions.

See Appendix A for staff listing (next page).

Appendix A

Administration Department Employees

| Name | Title | Phone Extension | Email |
|---------------|---------------------------|-----------------|--|
| Daryl Combden | Director | 2303 | dcombden@krg.ca |
| Mae Makiuk | Administrative Technician | 2394 | mmakiuk@krg.ca |

Supply Chain, Logistics and Asset Management

| | | | |
|---------------------|------------------------------|------|--|
| Ahmad Allami | Assistant Director | 2299 | aallami@krg.ca |
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| Corina Scott-Fisher | Senior Buyer Temp | 2346 | csfisher@krg.ca |
| Pierre O. Caron | Senior Buyer | 2394 | pcaron@krg.ca |
| Steve Lefebvre | Senior Buyer | | slefebvre@krg.ca |
| Vacant | Senior Buyer | | |
| Johnson Thomas | Buyer | 2515 | jthomas@krg.ca |
| Ayoub Sehnoun | Buyer | 2346 | asehnoun@krg.ca |
| Nsam Isabel Fenoui | Travel Coordinator | 2308 | nifenoui@krg.ca |
| Tommy Sequaluk | Travel Reservation Agent | 2217 | tsequaluk@krg.ca |
| Susan Tuglavina | Travel Reservation Agent | 2334 | stuglavina@krg.ca |
| Jennifer Abraham | Travel Reservation Agent | 2207 | jabraham@krg.ca |
| Seonja Joo | Travel Reservation Agent | 2350 | sjoo@krg.ca |
| Melanie Knight | Asset Management Coordinator | 2409 | mknight@krg.ca |
| Wray Willson | Logistics/Ops Coordinator | 2369 | wwillson@krg.ca |
| Vacant | Logistics Technician | | |
| Nicky Adams | Messenger Van Driver | | nadams@krg.ca |
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| Sarah Gordon | Receptionist | | sgordon@krg.ca |
| Anita Koneak | Janitorial Kuujjuaq | | akoneak@krg.ca |
| Vacant | Janitorial Kuujjuaq | | |
| Vacant | Janitorial Umiujaq | | |
| Vacant | Janitorial Inukjuak | | |
| Vacant | Janitorial Salluit | | |
| Vacant | Janitorial Kuujjuaraapik | | |

IT Section

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|-------------------|---------------------------|------|--|
| Kirk Linton | Assistant Director | 2342 | klinton@krg.ca |
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| Dominic Gauthier | Sr. Systems Administrator | 2410 | dgauthier@krg.ca |
| Anton Gatsukovich | Systems Administrator | 2263 | agatsukovich@krg.ca |
| Anas Habash | Application Specialist | 2372 | ahabash@krg.ca |
| Kevin Sylvestre | IT Specialist (Rotation) | 2413 | ksylvestre@krg.ca |
| Raymond Fortin | IT Specialist (Rotation) | 2390 | rfortin@krg.ca |

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|-----------------|-----------------------------|------|--|
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| Shubham Rathore | IT Specialist | 2202 | srathore@krq.ca |
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| JP Desmarais | IT Specialist | 2215 | jpdesmarais@krq.ca |
| Vacant | Network Security Specialist | | |

Tamaani Internet

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|----------------------|-------------------------------|------|--|
| Eric Landry | Assistant Director | 2462 | elandry@krq.ca |
| Vacant | Admin Technician | | |
| Jonathan Moraal | Network Ops Coordinator | 2465 | jmoraal@krq.ca |
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| Sai K. Yadia | SR Network Administrator | 2469 | skyadia@krq.ca |
| Laith Qunnis | Project Manager | | lqunnis@krq.ca |
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| Vacant | Team Leader | | |
| Robert Sansregret | Team Leader | 2461 | rsansregret@krq.ca |
| Hamza Aouayeb | Implementation Specialist | | haouyeb@krq.ca |
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| Vacant | Implementation Specialist | | |
| Gilles Eric Girouard | Implementation Specialist | | |
| Bruno Ferland | Implementation Specialist | 2468 | bferland@krq.ca |
| Norman Gordon | Implementation Specialist | 2460 | ngordon@krq.ca |
| Stefan St-Hilaire | Tier two support technician | 2424 | ssthilaire@krq.ca |
| Vacant | Tier two support technician | | |
| B Guillermo | Coordinator Internet Services | 2456 | bguillermo@krq.ca |
| Vacant | Regional Agent | | |
| Vacant | Customer Support | | |
| Anna Eliyassialuk | Customer Support | 2453 | aelyassialuk@krq.ca |
| Alasie Sikiagak | Customer Support | | asikiagak@krq.ca |
| Jennifer Angnatuk | Customer Support (Term) | 2466 | jangnatuk@krq.ca |
| Vacant | Customer Support (Term) | | |
| Vacant | Accounting Clerk | | |