



MEMORANDUM

TO: DCF All Staff
FROM: CT DCF Commissioner Vanessa Dorantes
DATE: March 23, 2020
SUBJECT: Help Desk Relocation and Requests for Assistance

Effective today, our helpdesk has been relocated to the former site of the Connecticut Juvenile Training School - Administration Building 1 located at 1225 River Street in Middletown CT.

An appointment is required in order to return or receive equipment, or to obtain any other assistance.

The helpdesk does not currently have the capacity to accept phone calls or e-mails sent directly to individual staff members.

To initiate all requests, please use our footprints system at:
<http://helpdesk.dcf.ct.gov/MRcgi/MRentrancePage.pl> or email us at dcf.helpdesk@ct.gov

Thank you very much.