

Office of Technology Services  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

June 2, 2022

**ISIS Memorandum 22-001**

To: ISIS Agency Liaisons  
Fiscal Officers  
Financial Management Personnel

Subject: AFS Extended Availability during June 30, 2022 Close

\*\*\*\* Please distribute this important information to all AFS Users. \*\*\*\*

AFS will have the following extended hours of availability:

**For June 30th Close:**

June 13 – June 16	7 a.m. until 8 p.m.
June 20 – June 24	7 a.m. until 8 p.m.
June 27 – June 30	7 a.m. until 8 p.m.

July 1 (Friday) – Access for Control Agencies Only

July 2 (Saturday) – Access for Control Agencies Only, until June 30<sup>th</sup> close process is complete.

This schedule is being implemented to give agencies more time to complete June 30<sup>th</sup> closing tasks. During extended hours, the AFS Help Desk will be remotely monitored June 13 – 16, June 20 – 24, and June 27 – 30.

If you have any questions or concerns, please submit a [Help Ticket](#) or call the ISIS Help Desk at (225) 342-2677 and select option 2, 2.

MO/scb