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State of Louisiana
Division of Administration
Office of Technology Services

June 7, 2017

ISIS Memorandum 17-002

To: ISIS Agency Liaisons
Fiscal Officers
Financial Management Personnel

Subject: AFS Extended Availability during June 30, 2017 Close

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

AFS will have the following extended hours of availability:

For June 30th Close:

June 19 – June 23	7 a.m. until 8 p.m.
June 26 – June 30	7 a.m. until 8 p.m.

July 1 (Saturday) – Access for Control Agencies Only

July 2 (Sunday) – Access for Control Agencies Only, until June 30th close process is complete.

This schedule is being implemented to give agencies more time to complete June 30th closing tasks. During extended hours, the AFS Help Desk will be remotely monitored June 19 – 23, and June 26 – 30.

For any questions concerning this schedule, please call the ISIS/AFS Help Desk at (225) 342-2677.

HI/bg