

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

**State of Louisiana**  
Division of Administration  
**Office of Technology Services**

June 6, 2018

**ISIS Memorandum 18-002**

To: ISIS Agency Liaisons  
Fiscal Officers  
Financial Management Personnel

Subject: AFS Extended Availability during June 30, 2018 Close

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

AFS will have the following extended hours of availability:

**For June 30th Close:**

June 18 – June 22	7 a.m. until 8 p.m.
June 25 – June 30	7 a.m. until 8 p.m.

July 1 (Sunday) – Access for Control Agencies Only

July 2 (Monday) – 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 18 – 22, and June 25 – 30.

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

HI