



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF INFORMATION SERVICES

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July 27, 2005

ISIS Memorandum 06-003

To: ISIS Agency Liaisons
Fiscal Officers
Purchasing and Contract Management Personnel

SUBJECT: AFS, AGPS and CFMS Availability August 1 – August 15, 2005

****** Please distribute this important information to all AFS, AGPS and CFMS users. ******

Listed below is the availability of the AFS, AGPS and CFMS systems to users during the Encumbrance Rollover and 13th Period Close Processes for FY 2005:

August 1 – August 5	7am until 7pm
August 6	7am until 5pm
	Encumbrance Rollover runs
August 7	7am until 4pm
August 8 – August 12	7am until 9pm
August 13	7am until 5pm
August 14	7am until 2pm
August 15	System unavailable to agency users
	AFS Clearpay/Credit Memo Process runs
	Control Agencies make 13th Period Adjustments
	13th Period Close Process runs
August 16	System availability depends on whether close processes are complete

After 13th Period adjustments are completed, the 13th Period Close process will run Monday, August 15th. Reports will be in BUNDL on the following day. **Please pay close attention to the AFS and AGPS message screens for more details.**

If you have questions, please call the ISIS Help desk at (225)342-2677 options 2 then 4.

PC/ra