

BOBBY JINDAL
GOVERNOR



ANGELE DAVIS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of Information Services

October 22, 2009

ISIS Memorandum 10-010

To: Employee Administrators
Human Resource Directors
Time Administrators
Travel Administrators
Training Coordinators

Subject: ISIS HR Scheduled Maintenance

Please distribute this important information to all ISIS HR, ISIS Travel, and LEO users.

Due to the installation of new equipment, ISIS HR, ISIS Travel and LEO, will become unavailable at noon on Sunday, October 25 and will remain unavailable until 7 a.m. Monday, October 26.

c: Technical Coordinators

MOH/ef