

From: SCEIS AST

To: AST Leads, HR Directors, Finance Directors, Procurement Directors, SCEIS Alert Recipients, SCEIS Weekly Update Recipients

CC: SCEIS Service Desk, SCEIS Team, SCEIS AST

Subject: SCEIS Daylight Savings Time Maintenance This Sunday, Nov. 4

This Sunday, November 4, beginning at 12:30 a.m., and lasting for two hours, the SCEIS Team will perform routine maintenance on the SCEIS System to adjust the time from Daylight Savings back to Eastern Standard Time. During this period, all portions of the SCEIS System will be unavailable: Enterprise Core Component, Business Warehouse, Supplier Relationship Management, MySCEmployee and IdM Password Management.

To ensure your agency is prepared for this planned SCEIS system maintenance period, **please forward this message to all appropriate individuals in your agency and make sure they are aware users should be logged out of the system prior to 12:30 a.m. on Sunday morning.**

If you have any questions about this planned outage, please contact your SCEIS Agency Advocate or send an email to sceis-ast@sceis.sc.gov.

Thank you,
The SCEIS Project Team



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SCEIS is a project of the SC Budget and Control Board, Division of State Information Technology.