



**Subject:** To Allow for Year-End Processing, SCEIS Will Have No Planned System Maintenance Outages from June 17 through July 12, 2013

**Audience:** Finance Directors, Procurement Directors, AST Leads, All Users Involved in Fiscal Year-End Processing

The SCEIS Team understands that, with agencies hard at work on fiscal year-end processing activities, it is vital that the system remain available through the workday, and outside of normal working hours, as well.

To ensure that agencies have 'round-the-clock access to SCEIS during this important time, **we will not be bringing the system down for any planned maintenance periods from Monday, June 17 through Friday, July 12, 2013.** We hope that this information allows agencies to plan more easily for year-end processing, and complete all tasks as smoothly as possible.

If you have any questions about this message, please contact the SCEIS Service Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at the following link: <http://www.sceis.sc.gov/requests/>.