

**From:** [sceis-ast@sceis.sc.gov](mailto:sceis-ast@sceis.sc.gov)

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

**CC:** SCEIS Team, SCEIS Service Desk, SCEIS AST

**Subject:** Planned system maintenance from Friday, Nov. 22, until Sunday, Nov. 24, 2024

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Good morning,

SCEIS will perform planned system maintenance from 5:30 p.m. Friday, Nov. 22 until 6 p.m. Sunday, Nov. 24.

While the planned maintenance is underway, all portions of the SCEIS system will be unavailable.

Enterprise Core Component, Supplier Relationship Management, Business Warehouse (BW), Business Objects, Vendor Registration, Agency Customer Registration and SCEIS Central will be available to users following completion of the planned system maintenance.

**Please note that all BW data will be updated and current by 8 a.m., Monday, Nov. 25.**

To ensure your agency is prepared for this planned system maintenance, please forward this message to users and make sure they log out of the system before 5:30 p.m., Friday, Nov. 22.

If you have questions, contact the SCEIS Help Desk at 803-896-0001 and select option 2 for SCEIS issues or visit [sceis.sc.gov/requests](https://sceis.sc.gov/requests).

Thank you,  
The SCEIS Team