

FEBRUARY 2016

FMIS INFORMER



DoIT Happenings

- **As of January 2016 the Hours of Operations will change.** Currently the system shuts down at 4 p.m. on Wednesdays. It will remain open until 6:30 p.m. as of January 13, 2016. We will let you know ahead of time if it needs to be shut down early due to maintenance or other issues.
- Financial Archive Purge is scheduled for Feb. 06 and 13. CICSP51 (Production) will not be available on those dates. 2014 records will be removed from the financial tables. Data from 2014 will be available upon special request for reporting purposes. Contact the Service Desk for reports requesting data for 2014 and prior.
- ADPICS Purge is to occur on Saturday, March 12, 2016. Production CICSP51 will not be available on that day.

R*STARS Fiscal Month Closing Dates for FY 2016:

The dates listed below are the last days for posting to the prior month. The month will be closed on the morning of the next working day.

January: February 16, 2016.

February: March 15, 2016.

March: April 15, 2016.

April: May 16, 2016.

May: June 15, 2016.

FIXED ASSET DEPRECIATION RUN FOR FY 2016:

For the remaining months of fiscal year 2016, GAD will run the fixed assets depreciation on the following dates:

February 24, 2016

March 23, 2016

April 27, 2016

May 25, 2016

June 2016 depreciation run: As soon as agencies complete recording FY 2016 fixed assets transactions in the Fixed Assets Subsystem.

FMIS Production On-Line Operating Hours

R*STARS/ADPICS/FOCUS: Monday through Saturday (except YEC Saturday cycles) 6:30 a.m. to 6:30 p.m.

Sunday: The system is unavailable on Sundays.

On weeks that Friday is a Holiday or Service Reduction Day, the previous work day will be considered a Friday for reporting purposes. This statement is also true when it is the last Friday of the month.

Interface files are picked up on Holidays and Service Reduction Days (with the exception of Thanksgiving Day and Christmas Day) at approximately the same time they are picked up during a regular work day - 6:30 pm. These files are processed during the next work day's batch cycle. Please note—there is a 3 pm deadline to have

interface files submitted.

As of December 12, 2015 the AE and IAE availability is as follows:

AE / IAE Availability:

	Batch Cycle Day	Available Period
AE	Mon. → Fri.	FY 16 Oct. (04) → Present
IAE	Every Fri.	FY 16 July (01) → Sept. (03)
FF	Last Fri. of the Month	FY 15 <i>(if needed earlier in the month, can be done through special request.)</i>

FY 2005 – 2014 available through special request.