From: sceis-ast@sceis.sc.gov

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

CC: SCEIS Team, SCEIS Service Desk, SCEIS AST

Subject: SCEIS System Outage this Saturday, May 23, 2015 from 8:00 a.m.-12:00 p.m.

Good Morning:

This Saturday, May 23, during the normal maintenance window of 8:00 a.m. to 12:00 p.m., SCEIS will perform system maintenance. **During this period, the following portions of the SCEIS system will be unavailable: Enterprise Core Component (ECC), Supplier Relationship Management, Vendor Registration System, 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 8:00 a.m. on Saturday morning.

If you have any questions about this planned outage, please email them to sceis-ast@sceis.sc.gov.

Thank you,
The SCEIS Team