



<b>Type: Alerts</b>	<b>ID Number: A 320</b>
<b>Date: Aug. 27, 2019</b>	<b>Subject: People First System Downtime - Maintenance</b>

**Suggested Audience:**

All employees

**Details:**

The People First system will be **unavailable from 6 a.m. to 6 p.m. Eastern time on Saturday, Sept. 14, 2019**, for system maintenance.

During the system downtime, the following will apply:

- A system splash page will be displayed if a user attempts to log in.
- The Interactive Voice Response (IVR) system will be unavailable. Messaging will be added to the IVR when it is not available.
- Performance & Talent Management will not be available. However, the applicant site (<https://jobs.myflorida.com>) will be available for candidates to apply to job vacancies.
  - Hiring managers (or other users) will not have access to requisition/candidate data.
  - Managers and employees will not have access to performance evaluation activities.
- Flexible spending account, health reimbursement account, and health savings account participants will not have access to Chard Snyder using the quick link and Other Resources tile (single sign-on functionality). However, participants can access account information using the Chard Snyder mobile app.
- Data Warehouse
  - Access to the data warehouse business objects – BOBJ (using the Ad Hoc Reporting link within People First) will not be available. However, users will have access to the data warehouse using other connections (e.g., SQL).
  - The nightly data warehouse refresh will **not** be impacted.
  - The following weekly data load jobs scheduled to process on Saturday/Sunday **will be delayed**:
    - Leave Balance – data populates the Leave Balance Report
    - OPS Hours – data populates the OPS FYTD Report