NEW YORK STATE

DEPARTMENT OF SOCIAL SERVICES

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MARY JO BANE
Commissioner

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LOCAL COMMISSIONERS MEMORANDUM

DSS-4037EL (Rev. 9/89)

Transmittal No: 92 LCM-94

Date: June 25, 1992

Division: Information Technology Management

TO: **Local District Commissioners**

SUBJECT: Expanded Network Hours

ATTACHMENTS: None

During the previous eleven month period, the network hours were expanded to include one Saturday each month. We made the system available for Saturday usage based on local district requests.

Since the level of utilization was acceptable, and in response to a continued desire for additional hours, I am continuing this policy through the end of the year.

The schedule for the next six months is from 9:00 a.m. to 4:00 p.m. on the following Saturdays:

July 11th	October 17th
August 8th,	November 14th
September 12th	December 12th

Due to unforeseen workload demands, this schedule may change. However, you will receive a minimum of two weeks notice if we are forced to reschedule or cancel.

At the end of this period we will again evaluate the utilization of the extra time periods, along with any negative impacts on our batch schedules to determine if we can continue providing the extra service.

Thank you.

John J. DiPalermo
Deputy Commissioner
Information Technology Management