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| LOCAL COMMISSIONERS MEMORANDUM |
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DSS-4037EL (Rev. 9/89)

Transmittal No: 92 LCM-17

Date: January 24, 1992

Division: Information
Technology
Management

TO: Local District Commissioners

SUBJECT: Expanded Network Hours

ATTACHMENTS: None

During the previous eight 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 April, 1992.

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

February 8th
March 14th
April 11th

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.

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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