☒ **CalSAWS M&E** ☐ **CalWIN Migration**

Distribution Date:	December 10, 2021
To:	PPOC.40; Consortium.RegionalManagers.All;
CIT Name:	Scheduled Downtime Notification
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county:

- ☐ General
- ☐ Policy
  - ☐ CW
  - ☐ CF
  - ☐ MC
  - ☐ CMSP
  - ☐ FC/KG/AAP
  - ☐ Child Care
  - ☐ WtW
  - ☐ Other Program(s)_____
- ☒ BenefitsCal ☒ Your Benefits Now!
- ☒ CalSAWS Application
- ☐ Customer Correspondence
- ☐ Other_____
- ☐ Reports
  - ☐ Fiscal
  - ☐ Caseload Movement
  - ☐ Management
- ☐ Fiscal
- ☐ Security
- ☐ Batch and Interfaces
- ☐ Imaging
- ☐ Migration
- ☐ Conversion
- ☐ Technical
- ☐ Training
- ☐ Help Desk

Description: (Including any step-by-step instructions)	**Purpose** The purpose of this CIT is to notify CalSAWS Counties of the scheduled downtime window and the services impacted during the downtime. **Background** CalSAWS application is scheduled for system maintenance on Sunday, December 19, 2021 from 6:00 AM to 12:00 PM. **Additional Information** • From 06:00 AM to 08:00 AM the CalSAWS Adhoc standby database will be under maintenance. During this period, The CalSAWS Standby Ad hoc Database will not be available to Apex, EDR and AdHoc reports users. • From 08:00 AM to 12:00 PM the CalSAWS application will be under maintenance. During this period, CalSAWS users will be redirected to a "Read Only" version of the CalSAWS application. YBN and BenefitsCal will be placed in offline mode: transactions will be queued and processed upon completion of maintenance activities. EBT balance and case information may not be available to view from YBN and BenefitsCal. **County Action**

	Workers are advised to plan their work considering the system maintenance schedule. If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.
Primary Project Contact: (Name and email address)	Consortium: Mike Tombakian <TombakianH@CalSAWS.org> Vendor: Anand Kulkarni <DattatriKulkarniA@CalSAWS.org>
Backup Project Contact: (Name and email address)	Consortium: Grady Howe <HoweG@CalSAWS.org> Vendor: Ted Anderson <AndersonT@CalSAWS.org>
Attachments:	None
Web Portal Link:	[redacted] OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2021" folder. 4. Click on the appropriate CIT # folder.