CalSAWS | Information Transmittal (CIT) 0214-22

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

Distribution Date:	August 3, 2022
To:	PPOC.40; Consortium.RegionalManagers.All;
CIT Name:	**CalSAWS Case Data Removal Batch Job Begins August 13th, 2022**
From:	CalSAWS Project

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

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Description: (Including any step-by-step instructions)	**Purpose** The purpose of this CIT is to update the CalSAWS Counties on the CalSAWS Data Retention Policy (CDRP) program batch execution run dates for 2022. **Background** Approved by the JPA in 2019, the CDRP provides guidelines for how long to retain case data in CalSAWS once a case has been closed. The series of batch programs that implements this policy was run in the C-IV System in 2020-21 prior to C-IV CalSAWS Migration. **Additional Information** CIT 0088-22 2022 CalSAWS Case Data Removal Schedule Revised, previously released on April 26th, 2022, informed counties the initial CalSAWS Case Identification batch run date began on Friday night, April 8, 2022. This batch job identifies all the cases in the System that meet the criteria for data removal. On August 8th, 2022, a full CalSAWS database backup will be taken, prior to the scheduled Case Data Removal batch job running in Production. The database backup will be stored for 12-months. **The Case Data Removal batch job will kick off on Saturday, August 13, 2022.**

	County Action Once the Case Data Removal batch job has begun the cases that have been previously identified by the Case Identification batch run that have not been excluded by override will be locked down and workers will not be able to add an override or make case actions for them. **The Case Data Removal batch job will kick off on Saturday, August 13, 2022.** If you have questions regarding this CIT, please reach out to the Primary Contact listed below and cc your Regional Manager(s).
Primary Project Contact: (Name and email address)	Henry Arcangel ArcangelH@CalSAWS.org
Backup Project Contact: (Name and email address)	N/A
Attachments:	None
Web Portal Link:	███████ 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 "2022" folder. 4. Click on the appropriate CIT # folder.