

ProcureAz Alert

Date: December 10, 2015
To: State Agencies
From: ProcureAZ Help Desk
Re: ProcureAZ Alert - AFIS Production will be brought down at Noon today

From the BREAZ Team:

Date: 12-10-2015

[Summary: AFIS Production will be brought down today at 12:00 p.m.](#)

Article: AFIS Production will be brought down today at 12:00 p.m. to address an issue with the daily report and extracts. It is estimated that the system will be down for approximately 20-30 minutes. Daily reports will be available later this afternoon.

Once AFIS Production becomes available, an update will be posted to GAO News & Updates on the GAO website.

The BREAZ Team has advised us AFIS will probably be down for 30 minutes. ProcureAZ users will be able to continue to create and process most documents up to final approval and Notify Vendor during this time.

- If the final approver on a release Requisition or PO receives an error during this time, they should try approving it again once AFIS is back online.
- This also applies to Open Market Requisitions, with the added AFIS touchpoint at the time the Requisition is converted to a PO.
- POs will not be able to be sent to Vendors.
- Invoices touch AFIS on the AP Supervisor approval step – if AP Supervisors receive an error during this time they should try approving the document again once AFIS is back online.

PROCUREAZ HELP DESK
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