

Frequently Asked Questions

Q: Why are we doing this AS400 migration?

A: The Payroll and Financial Center (PFC/E1/NIS) is being moved to a new AS400 (server). This server will provide a new, faster, and more stable environment for the Payroll and Financial Center.

Q: How does the AS400 migration affect me?

A: PFC will be unavailable from 12:01 a.m. (Central Time) on Friday, May 13th through Monday, May 16th at 6 a.m. (Central Time). Please note, this means the system will not be available all day on Friday, May 13th.

Q: Will I be able to view my paystub, enter my timecard (in PFC), request leave (in PFC), view my leave balances, or print my W-2 during the AS400 migration?

A: From 12:01 a.m. (Central Time) on Friday, May 13th through Monday, May 16th at 6 a.m. (Central Time), while the PFC system is not available, you will not be able to login to PFC, and these functions will not be accessible.

Q: Will the other LINK.NE.GOV systems (EWC/Workday, NeoGov, and EDC/Cornerstone) be available during this migration?

A: PFC is the only LINK.NE.GOV application that will experience extended downtime due to the migration. All other LINK.NE.GOV systems will not be affected by this migration. However, these other applications may have their own regularly scheduled downtime, during this same timeframe.

Q: What should I expect to look differently or work differently, when PFC becomes available on Monday, May 16th at 6 a.m. (Central Time)?

A: Everything will look and work the same as it did before the server migration. Please note, because we are migrating to new hardware, you may notice faster processing times.

Q: How will I know if I am needed to assist with system validation on Sunday, May 15th?

A: We have been working with our Business Process Owners and Subject Matter Experts to identify individuals to assist with system validation. If you have been identified, as one of these individuals, you will be contacted, with specific instructions. Otherwise, you will not be responsible for assisting with this activity.

Q: I have been identified as one of the individuals, who will assist with system validation. What time will I need to be available on Sunday, May 15th?

A: When the timeline has been finalized, the individuals, assisting with system validation, will each be given specific instructions and a designated start time.

Q: I will be assisting with system validation – what should I “test” on Sunday, May 15th?

A: Please remember that this validation will be in the Production environment. The activities taking place will be system validation (not testing). You will not want to enter any “test” data into the system, as it will affect Production data. As mentioned above, we will be sending specific validation instructions to those individuals who have been identified to assist with this activity.