



Pay Pool Administrator Advisory

2015-09

Issue Date: November 18, 2015

Topic: Time Restrictions for Generating Appraisal Reports

Discussion: Effective at 7:00 AM on Thursday, 19 November, the options to print Appraisal Forms Parts I, II and II – by Supervisor with Sub-Panel Meeting Manger or Second Level Supervisor selected as Supervisor Type is restricted to 7:00 PM EST to 7:00 AM EST due to CAS2Net performance issues.

We disabled the batch printing by Pay Pool Manager several weeks ago in an attempt to optimize the Reports feature. Unfortunately, there continues to be performance issues during normal working hours EST. The issue is derived from large volumes of users making updates to the assessments at the same time pay pool administrators are generating reports. Restricting larger reports to off-peak times will alleviate the bottleneck caused by multiple requests hitting the server at the same time.

Mid-Point Reviews will be available as an option for generating reports by First Level Supervisors. This option will remain grayed out when generating reports by Second Level Supervisor and Sub-Panel Meeting Manager.

Action: You may generate batch appraisal reports by First Level Supervisor at any time. There is no time restriction for utilizing these features. Generate batch reports by Second Level Supervisor and Sub-Panel Meeting Manager between the hours of 7:00 PM and 7:00 AM EST. Batch printing by Pay Pool Manager remains unavailable at this time.

NOTE: We will continue to make adjustments to implement enhancements for printing reports in CAS2Net. The Program Office will send a notice if CAS2Net needs to go offline for a known period of time.