

Pay Pool Administrator Advisory

2017-11

Issue Date: September 12, 2017

Topic: CSRA Annual Refresher Training September 19, 2017- September 28, 2017

Discussion: On behalf of the AcqDemo Program Management Office, CSRA will be holding their annual refresher training classes via telecom in the month of September for Pay Pool Administrators, Supervisors and Employees! The class briefings with telecom number (1-800-747-5150 PW 4615569 located on cover page of each briefing) included and training schedule have now been posted on the front page of the AcqDemo website <http://acqdemo.hci.mil/>.

Training	Audience	Delivery Format	Date	Time
Spreadsheets for Pay Pool Administrators(sub-panel, CMS, and PAT)	Pay Pool Administrators	conference call /slides	9/19/2017	1200-1400
CAS2Net for Employees and Supervisors	Employees /Supervisors	conference call/slides	9/20/2017	0900-1100
CAS2Net for Pay Pool Administrators (data maintenance)	Pay Pool Administrators	conference call /slides	9/21/2017	0900-1100
Spreadsheets for Pay Pool Administrators(sub-panel, CMS, and PAT)	Pay Pool Administrators	conference call /slides	9/26/2017	0900-1100
CAS2Net for Employees and Supervisors	Employees /Supervisors	conference call/slides	9/27/2017	1200-1400
CAS2Net for Pay Pool Administrators (data maintenance)	Pay Pool Administrators	conference call /slides	9/28/2017	1200-1400

Note: We encourage you to call as a group, which will maximize the number of participants our phone lines can accommodate. If you have, any questions please feel free to reach out to the La Tosha Headley via email latosha.headley@hci.mil. We look forward to you joining us!