

Pay Pool Administrator Advisory

2017-12

Issue Date: September 22, 2017

Topic: CSRA will be Holding Additional CAS2Net for Supervisor and Employee Refresher Classes Due to High Demand.

Discussion: Due to the high demand for the “Cas2Net for Employees and Supervisors” classes, CSRA has extended their training and will be providing additional classes in the month of October. The class briefings with telecom number ((1-800-747-5150 PW 4615569) included on the cover page of each briefing) are available for download on the front page of the AcqDemo website (<http://acqdemo.hci.mil/>).

Note: If you are having issues downloading from the website due to local, IT policies please right click on the link and select SAVE AS TARGET. This will allow you to download the class material.

Date	Time	Training	Audience	Delivery Format
9/26/2017	0900-1100 EST.	Spreadsheets for Pay Pool Administrators(sub-panel, CMS, and PAT)	Pay Pool Administrators	conference call /slides
9/27/2017	1200-1400 EST.	CAS2Net for Employees and Supervisors	Employees /Supervisors	conference call/slides
9/28/2017	1200-1400 EST.	CAS2Net for Pay Pool Administrators (data maintenance)	Pay Pool Administrators	conference call /slides
10/3/2017	0900-1100 EST.	CAS2Net for Employees and Supervisors	Employees /Supervisors	conference call/slides
10/5/2017	1200-1400 EST.	CAS2Net for Employees and Supervisors	Employees / Supervisors	conference call/slides

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 La Tosha Headley via email latosha.headley@hci.mil. We look forward to you joining us!