

Operations Communique #07-17 Survey of CCIS Business Use of PELICAN

This is a message from the Division of Field Operations.

Title: Survey of CCIS Business Use of PELICAN

Date: December 20, 2007

Priority: High

Category: Action/Response Required

Action Required: See "Next Steps".

Response Required: Yes

Discussion:

In an effort to coordinate system activities with the Bureau of Information Systems (BIS), we are collecting information on when your staff are working in the system. The survey focuses on identifying when you use PELICAN the most, based on your office's current business practices and schedules. This information will be consolidated and shared with BIS to assist them with scheduling and planning system activities that may impact PELICAN users and, to the degree possible, with scheduling system-related activities outside of the CCIS schedules identified in the survey.

A hard copy of the survey is attached for your information. However, we ask that you complete the survey on-line by going to:

http://www.surveymonkey.com/s.aspx?sm=ycPF_2fa8LRTMbyvJro3uK0g_3d_3d

Please complete the survey by **Friday, January 11, 2007**.

Thank you in advance for your assistance and cooperation.

Next Steps:

- 1) Please complete the survey by Friday, January 11, 2007.
- 2) Direct questions to Carissa Woelsgle at (717) 705-2217.

Operations Communique #07-17 Survey of CCIS Business Use of PELICAN