

**OPM 01-06**

**DATE:** January 8, 2001  
**TO:** All Agency Payroll Users  
**FROM:** Glenda Gesell, Assistant Administrator  
Management Information Services  
**RE:** **Agency Payroll System Archive**

Once again, the time has come to archive information of the Agency Payroll System. This necessary evil not only improves system performance, but it also ensures that we have enough space to continue operations.

Beginning January 19, 2001, we will archive "employee" information for all employees who have been terminated from your agency for at least two years. In other words, the information that you normally access through the APMI and APME screens will no longer be readily available. At this time, we do not plan on archiving information for current employees, as we have done in the past.

If you would like to make extracts of what is currently on the database, please do so before January 19, 2001.

If you need further information, please contact Linda Belinski at (405)-521-6321.