

# BEACON *Go Live!*

March 27, 2008  
Vol. 1, No. 16

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of the N.C. Department  
of Administration.  
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## Group Two Agencies Go Live on *April 1*

In just five days, another 66,000 state employees will join DOA and Lieutenant Governor's Office employees on the BEACON HR/Payroll System.

Effective April 1, the second wave of agencies will go live. This includes employees of the Administrative Office of the Courts, Agriculture and Consumer Services, Board of Cosmetic Arts, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Employment Security Commission, Environment and Natural Resources, Health and Human Services, Insurance, Justice, Juvenile Justice, Labor, N.C. Education Lottery Commission, N.C. Community College System, N.C. School of Science and Math, Office of the Secretary of State, Office of the State Treasurer, Office of Administrative Hearings, Office of the State Auditor, Public Instruction, State Health Plan and Wildlife Resources Commission.

The first bi-weekly pay period for temporaries in this group is expected to be paid on April 4.

As a result of this transition, the volume of calls to BEST Shared Services is likely to increase tremendously. However, Herb Henderson, the center's director, assures us that the system will be able to handle the anticipated increase in call volume. Frequently asked questions and other tools developed by the BEST staff will be used to facilitate timely responses to employee questions.



### **My Time**

## BEACON Announcements Affecting *MSS and ESS*

The Time Statement function found in the "My Working Time" area of the portal is temporarily turned off. Also, leave balances temporarily will be removed from employee Pay Statements. Employees will continue to be able to view their leave balances in the Quota Overview area of the portal.

Effective March 28-31, the Production Portal system, including this website (<https://mybeacon.its.state.nc.us/irj/portal/>), will be unavailable from 7 p.m. Friday to 6 a.m. Monday. The system will be down for all users as a result of the Group Two agency transition to the system. Please be sure you are logged off at that time.