

Dear BAT Users:

Please be advised that the BAT system will be down beginning 4:30 pm today, January 22, 2014.

The BAT system will be undergoing required maintenance adjustments which includes the correction of the following personnel components:

- FICA Cap Amount
- Group Health Rate
- Group Life Rate
- Hourly Step 99 and 98 salary computations
- Capping merit increases to not exceed the maximum salary range for Step 99 positions
- Adding total FTE counts to the forecast and budget web-forms
- Synchronizing the Human Capital Plan data with Operating Plan on a nightly basis

In addition, when accessing the BAT system, we request that you change your password. Instructions on how to change your password are available on the BAT website: <http://www.miamidade.gov/budget/bat.asp>.

Should you have any issues with the BAT system, please remember to report your issues/concerns using the BAT incident report form located on the BAT website.

Thank you and Happy Budgeting!!!!