



DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

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July 12, 2010

IMPORTANT INFORMATION

TO: Certified Processors

SUBJECT: DORIIS Phase II Cutover Activities - Potential Impacts to Certified Processors

As most of you know, the Division of Recycling (DOR) has been designing, developing and implementing the Division of Recycling Integrated Information System (DORIIS) for nearly 2 1/2 years. On July 26, 2010, Phase II of the DORIIS Project is scheduled to 'Go-Live'. Phase II functionality is primarily associated with DOR's internal business processes, databases and management reporting needs. External program participants are not directly impacted by Phase II system functionality. However, in order to deploy Phase II functionality into the production system, DOR needs to perform cutover and transition activities to successfully migrate from our legacy data systems to DORIIS. To accomplish this, DOR will need to temporarily shut down DORIIS. As a result, there will be temporary impacts to program participants. The following are the key cutover dates and information regarding potential impacts that you need to be aware of:

- **Effective at 5 p.m., Friday, July 16 and continuing through 11 p.m., Sunday, July 18, the DORIIS Portal will be shutdown.** During this time, DORIIS users will be unable to access the portal to complete recycling program transactions. The portal shut down is necessary to begin data conversion and migration from our legacy databases to DORIIS. The DORIIS portal is scheduled to be brought back online no later than 11 p.m., Sunday, July 18. All program participants will be able to access the portal and enter transactions after that date/time.
- **Effective at 5 p.m., Friday 16th and continuing through 11 p.m. on Sunday, July 25, DOR will be unable to process financial transactions associated with reports submitted via DORIIS.** This 'dark period' for DOR processing of financial transactions could result in payment delays to certified processors by up to 10-12 days for claims submitted during this time period. As stated above, after 11 p.m., Sunday, July 18, DORIIS users will be able to access the portal and enter transactions. Processors will be able to complete Processor Invoices and submit them via the portal, but DOR will not be able to process invoices through to Accounts Payable, and ultimately to the State Controller's Office (SCO) for payment until Monday, July 26.



DORIIS Phase II Cutover Activities

July 12, 2010

Page Two

We realize the DORIIS Phase II cutover activities may impact your business operations and we hope this advance notice provides time for you to take steps to mitigate some of the impacts. DOR understands that rapid claims processing is important for processors' and recyclers' profitability. DOR will work diligently to clear the backlog of DORIIS submitted reports and invoices resulting from the 'dark period' as quickly as possible on and after July 26th and will also request payment expedites from SCO for backlogged invoices.

The deployment of Phase II functionality to DORIIS marks the end of development for the DORIIS Project. After July 26, DORIIS changes and improvements will continue to be made but within a maintenance and operations construct. Design, development and deployment of DORIIS has been a significant challenge for DOR and for many program participants. We feel it has and will continue to deliver significant benefits for DOR, program participants and the Beverage Container Recycling Program in general. We are grateful to our program participants who have assisted in and supported our efforts over the past 2 1/2 years. We believe that we have developed a system that is a significant improvement over the paper-based reporting system and disparate databases used in the past and look forward to building upon the foundation established through this project.

If you have any questions please contact the DORIIS Participant Help Desk by phone at (916) 322-1655 or via email at doriisparticipanthelpdesk@calrecycle.ca.gov.

Sincerely,

Jason Marshall
Deputy Director, Recycling