


UN3740 1 of 2 13 th April 2026	Electronic Staff Record Programme USER NOTICE	
Title	ESR Familiarisation Environment (EPRO) - Notification of Downtime	
Purpose	This User Notice informs Users of Planned Downtime for the EPRO environment	
Intended Audience	All users of the ESR Familiarisation Environment (EPRO)	

SUBJECT

Notification of Downtime for the ESR Familiarisation Environment (EPRO)

DETAIL

Users are advised that the ESR Familiarisation environment will be unavailable from 8am on Friday 24th April 2026 until 9am on Tuesday 5th May 2026.

This is necessary to allow the environment to be refreshed and upgraded to ESR Release 68.0.

ACTION REQUIRED

If you have previously had access granted, the single master User ID provided in the service request raised will be reset to the original settings, including the password provided by IBM to allow access to the refreshed environment. No other data entered prior to the refresh will be retained. Any other user accounts or records that are required will need to be re-entered.

FURTHER INFORMATION

Organisations requiring new access following this refresh should submit a service request as advised in UN3404, which provides full details on how to request access to the ESR Familiarisation environment.

The EPRO BI ETL schedule has been updated as follows:

Monday: 07:45am Micro ETL runs

Tuesday: 07:45am Micro ETL runs


Tuesday: 5:00 pm Full ETL runs

Wednesday: BI becomes available at lunchtime

Thursday: 07:45am Micro ETL runs

Friday: 07:45am Micro ETL runs

Saturday: 7:00am Full ETL runs

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NEXT UPDATE

The next update to ESR Familiarisation Environment (EPRO) Notification of Planned Downtime will be published in July 2026.