

## 2022 WORKDAY DOWNTIME SCHEDULE

Most Workday Users work in the “**Production tenant.**” Downtime for production tenants take place early on Saturday mornings to reduce impact.

2022 WORKDAY DOWNTIME		
Maintenance Type	Dates	Tenant Downtime
<b>Monthly Maintenance</b> (Includes Weekly Service Update)	March 4-5 April 8-9 June 10-11 August 12-13 September 2-3 November 18-19 December 9-10	<b>Production tenants - maximum 8 hours:</b> Saturday 2 am – 10 am Eastern time  <b>Sandbox and Implementation tenants - maximum 12 hrs:</b> Friday 9 pm - Saturday 9 am Eastern time
<b>Quarterly Maintenance - Production tenants</b> (Includes Weekly Service Update)	May 20-21 July 22-23 October 21-22	<b>Production tenants - maximum 12 hours:</b> Saturday 2 am - 2 pm Eastern time
<b>Quarterly Maintenance - Sandbox, Sandbox Preview, and Implementation tenants</b> (Includes Weekly Service Update)	May 6-7 July 8-9 October 7-8	<b>Sandbox, Sandbox Preview, and Implementation tenants - maximum 16 hours:</b> Friday 9 pm to Saturday 1 pm Eastern time
<b>Feature Release Delivery</b>	March 11-12 September 9-10	<ul style="list-style-type: none"> <li>• <b>Production tenants will be unavailable for a maximum of 4 hours:</b> Saturday 2 am to Saturday 6 am Eastern Time</li> <li>• <b>Sandbox, Sandbox Preview, and Implementation tenants will be unavailable for a maximum of 12 hours:</b> Friday 9 pm to Saturday 9 am Eastern time</li> </ul>

Regular Weekly Service Update takes place every weekend. The tenant downtime will be:

- **Production tenants – maximum 4 hours:** Saturday 2 am – 6 am Eastern time
- **Sandbox and Implementation tenants - maximum 12 hours:** Friday 9 pm - Saturday 9 am Eastern time