

April 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 DW reports and/ or CFS Production reports complete month-end data LABOR: Reverse Mar Month-end Estimate Normal DW refresh	2 LABOR: PP05 Normal DW refresh	3 LABOR: PP05 SURCHARGES Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh
6	7 GL: Final Close March 2014	8 Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh
13	14 LABOR: PP06 Normal DW refresh	15 LABOR: PP06 SURCHARGES Normal DW refresh	16 LABOR: April Month-End Estimate SURCHARGES GL: Update AR Trial Table Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh
20	21 Normal DW refresh	22 Normal DW refresh	23 LABOR: Apr NOAA CORPS Normal DW refresh	24 Normal DW refresh	25 DISBURSEMENTS: Last run for Apr SLTs SLTs to be approved for Apr are due to FMB by 4:00 pm ET Normal DW refresh	26 Normal DW refresh
27	28 LABOR: PP07 CA O/U Reversal – Part C Normal DW refresh	29 LABOR: PP07 SURCHARGES SLTs: 12:00 pm ET Final Approval CA SURCHARGES processed prior to the Prelim closing Normal DW refresh	30 CFS G/L MONTH-END PRELIM CLOSING 7:00 AM ET Close AP,PO, PR WIP 12:00 NOON ET Close other modules Normal DW refresh			

7 AM

The following modules will be placed in **PRELIMINARY** close for the **April 2014 General Ledger**

PR – Purchase Requisitions (Commitments)
 PO – Purchase Orders (Obligations, etc.)
 AP – Accounts Payable (Invoices and Receiving Tickets, etc.)

Please note: AR is open for WIP only. No other AR transactions.

8:00 AM ET: AP may begin working on May 2014 transactions.

12 noon

The following modules will be placed in **PRELIMINARY** close for the **April 2014 General Ledger**

BE – Budget Execution Resources, Apportionments, Allotments, BOPs. (Eg. FM060)
NOTE: Month end G/L closing process does NOT prohibit end users from entering BOPs.

AR – Accounts Receivable
 ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)
 No Cost Accumulation Over/Under (CA O/U) process this month.

GJ – General Journal (GJs may be entered until 12 noon)
 GL – General Ledger