

July 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 DW reports and/or CFS Production reports Complete month-end data LABOR: Reverse June Month-End Estimate Normal DW refresh	2 Normal DW refresh
3	4 HOLIDAY Normal DW refresh	5 LABOR: PP12 Normal DW refresh	6 LABOR: PP12 Surcharges Normal DW refresh	7 Normal DW refresh	8 CFS GL MONTH END FINAL CLOSING June 2016 Normal DW refresh	9 Normal DW refresh
10	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh	14 Normal DW refresh	15 Normal DW refresh	16 Normal DW refresh
17	18 LABOR: PP13 Normal DW refresh	19 LABOR: PP13 Surcharges Normal DW refresh	20 LABOR: July Month End Estimate Surcharges CA O/U: Reversal Part C Normal DW refresh	21 Normal DW refresh	22 Normal DW refresh	23 Normal DW refresh
24	25 Normal DW refresh	26 DISBURSEMENTS: Last Run for July LABOR: July NOAA Corps SLTs SLTs to be approved for July are due to FMB by 4:00 pm ET Normal DW refresh	27 Normal DW refresh	28 SLTs 12:00 noon ET Final Approval CA: July Month End Surcharges Processed prior to the "7 AM" closing Normal DW refresh	29 CFS GL MONTH END PRELIM CLOSING 7:00 AM ET Close AP, PR, PO WIP CA O/U Process 12:00 Noon ET Close BE, AR, ALLOC, GJ, GL Normal DW refresh	30 Normal DW refresh
31						

Please note: July 2016 GL Closing will start on July 29, 2016 at 7 am.

7 AM Closing

Tier ONE modules will be placed in **PRELIMINARY** close for the **July 2016 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.

12 Noon Closing

Tier TWO modules will be placed in **PRELIMINARY** close for the **July 2016 General Ledger**

- BE** – Budget Execution (Resources, Apportionments, Allotments, BOPs)
NOTE: Month end G/L closing process does NOT prohibit end users from entering BOPs.
- AR** – Accounts Receivable
- ALLOC** – Cost Accumulation/Allocation (Surcharges, etc.)
The Cost Accumulation Over/Under (CA O/U) process: 7:00 AM ET on Friday July 29, 2016
- GJ** – General Journal (GJs may be entered until 12 noon)
- GL** – General Ledger