

March 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 DW reports and/ or CFS Production reports complete month-end data Normal DW refresh
2	3 LABOR: Reverse Feb Month-end Estimate Normal DW refresh	4 LABOR: PP03 Normal DW refresh	5 LABOR: PP03 SURCHARGES Normal DW refresh	6 Normal DW refresh	7 GL: Final Close Feb 2014 Normal DW refresh	8 Normal DW refresh
9	10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh	14 Normal DW refresh	15 Normal DW refresh
16	17 LABOR: PP04 GL: Update AR Trial Table Normal DW refresh	18 LABOR: PP11 SURCHARGES Normal DW refresh	19 LABOR: Month-End Estimates SURCHARGES Normal DW refresh	20 Normal DW refresh	21 Normal DW refresh	22 Normal DW refresh
23	24 Normal DW refresh	25 LABOR: MAR NOAA CORPS SURCHARGES Normal DW refresh	26 DISBURSEMENTS: Last run for Jun SLTs SLTs to be approved for Jun are due to FMB by 4:00 pm ET Normal DW refresh	27 CA O/U Reversal – Part C Normal DW refresh	28 SLTs 12:00 pm ET Final Approval CA SURCHARGES processed prior to the “7 AM” closing Normal DW refresh	29 Normal DW refresh
30	31 CFS G/L MONTH-END PRELIM CLOSING 7:00 AM ET Close PR, PO and AP. WIP process. 12:00 NOON ET Close all other modules Normal DW refresh					

7 AM

The following modules will be placed in **PRELIMINARY** close for the **March 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 April 2014 transactions.

12 noon

The following modules will be placed in **PRELIMINARY** close for the **March 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.)

The Cost Accumulation Over/Under (CA O/U) process: 7:00 AM ET on Monday March 31, 2014.

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