

June 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 LABOR: Reverse May Month-end Estimate Normal DW refresh	2 LABOR: PP10 Normal DW refresh	3 LABOR: PP10 SURCHARGES Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh
6	7 GL: Final Close Aug 2009 Normal DW refresh	8 Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh
13	14 LABOR: PP11 Normal DW refresh	15 LABOR: Month-End Estimate SURCHARGES Normal DW refresh	16 GL: Update AR Trial Table Normal DW refresh	17 DISBURSEMENTS: Last run for Jun Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh
20	21 Normal DW refresh	22 SLTs SLTs to be approved for Jun are due to FMB by 6:00 pm ET CA O/U Reversal – Part C Normal DW refresh	23 SLTs: 4:00 pm ET Final Approval Normal DW refresh	24 CA SURCHARGES processed prior to the “Tier ONE” closing CFS G/L MONTH-END PRELIM CLOSING 12:00 NOON ET Close Tier 1 CA O/U Process WIP 4:00 PM ET Close Tier 2 Stage-1 Normal DW refresh	25 DW reports and/ or CFS Production reports complete month-end data Normal DW refresh	26 Normal DW refresh
27	28 LABOR: Reverse Month-End Estimate Normal DW refresh	29 LABOR: JUN NOAA CORPS SURCHARGES Normal DW refresh	30			

TIER “ONE” Closing

Tier “ONE” modules will be placed in “**PRELIMINARY**” close for the **June 2010 General Ledger**

- PR** – Purchase Requisitions (Commitments)
- PO** – Purchase Orders (Obligations, etc.)
- AP** – Accounts Payable (Invoices and Receiving Tickets, etc.)
- 1:00 PM ET: “Tier ONE” may begin working on July 2010 transactions

TIER “TWO” Closing

Tier TWO modules, will be placed in “**PRELIMINARY**” close for the **June 2010 General Ledger**

- ALLOC** – Cost Accumulation/Allocation (Surcharges, etc.)
The Cost Accumulation Over/Under (CA O/U) process:
12:00 NOON ET on Thursday June 24, 2010.
- 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
- GJ** – General Journal (GJs and Labor, etc.)
- GL** – General Ledger

- These transactions will affect the Cost Accumulation Surcharge & Over/Under processes.
 - “Tier TWO,” should **NOT** enter ANY transactions while June 2010 is still open. **ONLY after June 2010** is closed may “Tier TWO” modules mentioned above begin working on July 2010 transactions.