

July 2015

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 HOLIDAY Normal DW refresh	4 Normal DW refresh
5	6 LABOR: PP12 Normal DW refresh	7 LABOR: PP12 SURCHARGES Normal DW refresh	8 GL: Final Close June 2015 Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh
12	13 Normal DW refresh	14 Normal DW refresh	15 Normal DW refresh	16 GL: Update AR Trial Table Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh
19	20 LABOR: PP13 Normal DW refresh	21 LABOR: PP13 SURCHARGES Normal DW refresh	22 LABOR: Jul Month-End Estimates SURCHARGES Normal DW refresh	23 Normal DW refresh	24 Normal DW refresh	25 Normal DW refresh
26	27 Normal DW refresh	28 SLTs SLTs to be approved for July are due to FMB by 4:00 pm ET DISBURSEMENTS: Last run for July Normal DW refresh	29 CA O/U Reversal – Part C LABOR: JUL NOAA CORPS Normal DW refresh	30 SLTs 12:00 pm ET Final Approval CA SURCHARGES processed prior to the “7 AM” closing Normal DW refresh	31 CFS G/L MONTH-END PRELIM CLOSING 7:00 AM ET Close PR,AP,PO CA O/U Process WIP 12:00 NOON ET Close remaining modules Normal DW refresh	

7 AM Closing

The following modules will be placed in “PRELIMINARY” close for the **July 2015 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 PM ET PR, PO AND AP may begin working on August 2015 transactions

12 Noon Closing

The following modules, will be placed in “PRELIMINARY” close for the **July 2015 General Ledger**

- ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)
The Cost Accumulation Over/Under (CA O/U) process 7:00 am ET on Friday July 31, 2015

- 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.) (May enter GJs until 12 noon)
- GL – General Ledger

These transactions will affect the Cost Accumulation Surcharge & Over/Under processes.