

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