

October 2021 v1

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 DW reports and CFS Production reports Complete Year-end Data Normal DW refresh	2 Normal DW refresh
3	4 CFS OPENS FOR FY2022 BUSINESS LABOR: Reverse Sep Month-End Estimate EST119 SURCHARGES Normal DW refresh	5 LABOR: PROCESS PP19 (Sep 12 –Sep 25) Normal DW refresh	6 LABOR: POST PP19 (Sep 12 –Sep 25) SURCHARGES Normal DW refresh	7 Normal DW refresh	8 Normal DW refresh	9 Normal DW refresh
10	11 HOLIDAY 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: PROCESS/POST PP20A (Sep 26 – Sep 30) SURCHARGES Normal DW refresh	19 Normal DW refresh	20 LABOR: PROCESS/POST PP20B (Oct 1 – Oct 09) SURCHARGES Normal DW refresh	21 CFS Production restricted 6:00 am – 2:30 pm ET FY2021 YE CLOSING Activities NO FY2022 Transactions Normal DW refresh	22 LABOR: Oct Month End Estimate EST121 (Oct 11-Oct 29) PP20B base @ 150% SURCHARGES Normal DW refresh	23 Normal DW refresh
24	25 Normal DW refresh	26 LABOR: Oct 2021 NOAA Corps SLTs/DLCAs SLTs and DLCAs to be approved for Oct 2021 are due to FMB by 4:00 pm ET Normal DW refresh	27 DISBURSEMENTS: Last Run for Oct 2021 Normal DW refresh	28 SLTs/DLCAs 12:00 noon ET Final Approval CA: Oct 2021 Month End SURCHARGES Processed prior to the "6 AM" closing Normal DW refresh	29 CFS GL MONTH END PRELIM CLOSING 6:00 AM ET Close AP, PR, PO WIP 12:00 Noon ET Close BE, AR, ALLOC, GJ, GL Normal DW refresh	30 Normal DW refresh
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Please note: Oct 2021 GL Closing will start on Oct 29, 2021 at 6:00 am ET

6 am ET Closing

Tier ONE modules will be placed in PRELIMINARY close for the Oct 2021 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 ET Closing

Tier TWO modules will be placed in PRELIMINARY close for the Oct 2021 General Ledger

- BE – Budget Execution (Resources, Apportionments, Allotments, BOPs)
- NOTE:** Month-End G/L closing process does NOT prohibit end users from entering BOPs.
- AP – Accounts Receivable
- GJ – General Journal (GJs may be entered until 12 noon ET)
- GL – General Ledger