

December 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 DW reports and/or CFS Production reports Complete Month-End Data LABOR Reverse November 2022 Month-End Estimate EST224 SURCHARGES CA O/U Reverse November 2022 Normal DW refresh	2 Normal DW refresh	3 Normal DW refresh
4	5 Normal DW refresh	6 Normal DW refresh	7 Normal DW refresh	8 CFS GL MONTH-END FINAL CLOSING November 2022 Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh
11	12 LABOR Process PP24 (Nov 20- Dec 3) Normal DW refresh	13 LABOR Post PP24 (Nov 20- Dec 3) SURCHARGES Normal DW refresh	14 LABOR Dec Month-End Estimate EST226 (Dec 18- Dec 31) PP24 base @ 100% SURCHARGES Normal DW refresh	15 Normal DW refresh	16 Normal DW refresh	17 Normal DW refresh
18	19 Normal DW refresh	20 Normal DW refresh	21 SLTs/DLCAs SLTs and DLCAs to be approved for Dec 2022 are due to FMB by 4:00 pm ET Normal DW refresh	22 Normal DW refresh	23 Normal DW refresh	24 Normal DW refresh
25	26 HOLIDAY Normal DW refresh	27 LABOR Process/Post PP25 (Dec 4- Dec 17) SURCHARGES Normal DW refresh	28 DISBURSEMENTS Last Run for December LABOR Process/Post Dec 2022 NOAA Corps Normal DW refresh	29 SLTs/DLCAs 12:00 noon ET Final Approval CA December 2022 Final Month-End SURCHARGES Process at 1 pm ET Normal DW refresh	30 CFS GL MONTH-END PRELIM CLOSING 6:00 AM ET Close AP, PR, PO WIP* CA O/U Process (Oct-Dec) 12:00 Noon ET Close BE,AR,ALLOC,GJ,GL Normal DW refresh	31 Normal DW refresh

Please note: December 2022 GL Closing will start on December 30, 2022 at 6:00 am ET

6 am ET Closing

Tier ONE modules will be placed in **PRELIMINARY** close for the **December 2022 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 **December 2022 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
- ALLO C – Cost Accumulation/Allocation (Surcharges, etc.)
- GJ – General Journal (GJs may be entered until 12 Noon ET)
- GL – General Ledger