

January 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 HOLIDAY Normal DW refresh	3 DW reports and/or CFS Production reports Complete Month-End Data LABOR Reverse December 2022 Month-End Estimate EST226 SURCHARGES CA O/U Reversal Part C Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh	6 Normal DW refresh	7 Normal DW refresh
8	9 CFS GL MONTH-END FINAL CLOSING December 2022 LABOR Process PP26 (Dec 18 – Dec 31) Normal DW refresh	10 LABOR Post PP26 (Dec 18 – Dec 31) SURCHARGES Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh	14 Normal DW refresh
15	16 HOLIDAY Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh	20 Normal DW refresh	21 Normal DW refresh
22	23 LABOR Process/Post PP01 (Jan 1 – Jan 14) SURCHARGES SLT & DLCA: To be approved for January 2023 are due to FMB by 4:00 pm ET Normal DW refresh	24 LABOR: January Month-End Estimates EST302 (Jan 15 – Jan 28) PP01 base @ 120% SURCHARGES Normal DW refresh	25 LABOR Process/Post January 2023 NOAA Corps Normal DW refresh	26 DISBURSEMENTS Last run for January 2023 Normal DW refresh	27 Normal DW refresh	28 Normal DW refresh
29	30 SLT & DLCA 12:00 noon ET Final Approval CA SURCHARGES January Month-End SURCHARGES Processed prior to the “6 am ET” closing Normal DW refresh	31 CFS GL MONTH-END PRELIM CLOSING 6:00 am ET Close AP,PR, PO WIP CA O/U Process 12:00 Noon ET Close BE,AR ALLOC,GJ,GL Normal DW refresh				

Please note: January 2023 GL Closing will start on January 31, 2022 at 6:00 am ET

6 am ET Closing

Tier ONE modules will be placed in **PRELIMINARY** close for the **January 2023 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 **January 2023 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.)
- GJ – General Journal (GJs may be entered until 12 noon ET)
- GL – General Ledger

Created by Funds Management Branch