

# April 2021 v2 revised Mar 16, 2021.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<b>1</b> DW reports and/or CFS Production reports Complete Month-End Data <b>LABOR:</b> Reverse Mar Month-End Estimate EST106 <b>SURCHARGES</b>  Normal DW refresh	<b>2</b>          Normal DW refresh	<b>3</b>          Normal DW refresh
<b>4</b>	<b>5</b> <b>LABOR:</b> Process PP06 (Mar 14 – Mar 27)  Normal DW refresh	<b>6</b> <b>LABOR:</b> Post PP06 (Mar 14 – Mar 27) <b>SURCHARGES</b>  Normal DW refresh	<b>7</b> <b>CFS GL MONTH END</b> <b>FINAL CLOSING</b> March 2021  Normal DW refresh	<b>8</b>          Normal DW refresh	<b>9</b>          Normal DW refresh	<b>10</b>          Normal DW refresh
<b>11</b>	<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</b>          Normal DW refresh
<b>18</b>	<b>19</b> <b>LABOR:</b> Process PP07 (Mar 28 – Apr 10) <b>SURCHARGES</b>  Normal DW refresh	<b>20</b> <b>LABOR:</b> Post PP07 (Mar 28 – Apr 10) <b>SURCHARGES</b>  Normal DW refresh	<b>21</b> <b>LABOR:</b> April Month End Estimate EST108 (Apr 11 – Apr 30) PP07 base @ 150% <b>SURCHARGES</b>  <b>CA O/U:</b> Reversal Part C  Normal DW refresh	<b>22</b>          Normal DW refresh	<b>23</b>          Normal DW refresh	<b>24</b>          Normal DW refresh
<b>25</b>	<b>26</b> <b>SLTs/DLCAs</b> SLTs to be approved for April are due to FMB by 4:00 pm ET  Normal DW refresh	<b>27</b> <b>LABOR:</b> Post April NOAA Corps  Normal DW refresh	<b>28</b> <b>DISBURSEMENTS:</b> Last Run for April  Normal DW refresh	<b>29</b> <b>SLTs/DLCAs</b> 12:00 noon ET Final Approval <b>CA:</b> April Final Month End <b>SURCHARGES</b> Processed prior to the “6 AM” closing  Normal DW refresh	<b>30</b> <b>CFS GL MONTH</b> <b>END PRELIM</b> <b>CLOSING</b> <b>6:00 AM ET</b> Close AP, PR, PO WIP  <b>12:00 Noon ET</b> Close BE, AR, ALLOC, GJ, GL  Normal DW refresh	

**Please note: April 2021 GL Closing will start on April 30, 2021 at 6:00 am ET**

**6 am ET Closing**

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