

May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 DW reports and/or CFS Production reports Complete Month-End Data LABOR: Reverse April 2023 Month-End Estimate SURCHARGES CA O/U: Reversal Part C Normal DW refresh	2 LABOR: Process PP08 (Apr 9 – Apr 22) Normal DW refresh	3 LABOR: Post PP08 (Apr 9 – Apr 22) SURCHARGES Normal DW refresh	4 Normal DW refresh	5 CFS GL MONTH-END FINAL CLOSING April 2023 Normal DW refresh	6 Normal DW refresh
7	8	9	10	11	12	13
	15 LABOR: Process PP09 (Apr 23 – May 6) Normal DW refresh	16 LABOR: Process PP09 (Apr 23 – May 6) SURCHARGES Normal DW refresh	17 LABOR: May Month-End Estimates EST310 (May 7 – May 31) PP09 base @ 180% SURCHARGES Normal DW refresh	18	19	20
14						
21	22 SLT & DLCA: To be approved for May 2023 are due to FMB by 4:00 pm ET Normal DW refresh	23 LABOR: Process/Post May 2023 NOAA Corps Normal DW refresh	24	25 DISBURSEMENTS: Last run for May 2023 Normal DW refresh	26	27
28	29 HOLIDAY Normal DW refresh	30 SLT & DLCA: 12:00 noon ET Final Approval CA SURCHARGES May 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 ALLO GJ,GL Normal DW refresh			

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

6 am ET Closing

Tier ONE modules will be placed in **PRELIMINARY** close for the **May 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 **May 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