

April 2019 v2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
31	1 DW reports and/or CFS Production reports Complete month-end data LABOR: Reverse March Month-End Estimate SURCHARGES Normal DW refresh	2 Normal DW refresh	3 Normal DW refresh	4 Normal DW refresh	5 CFS GL MONTH END FINAL CLOSING March 2019 Normal DW refresh	6 Normal DW refresh	
7	8 LABOR: Process PP06 Normal DW refresh	9 LABOR: Post PP06 SURCHARGES Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh	
14	15 Normal DW refresh	16 Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh	20 Normal DW refresh	
21	22 LABOR: Process PP07 Normal DW refresh	23 LABOR: Post PP07 SURCHARGES Normal DW refresh	24 SLTs/DLCAs SLTs and DLCAs to be approved for April are due to FMB by 4:00 pm ET LABOR: April Month End Estimate SURCHARGES CA O/U: Reversal Part C Normal DW refresh	25 LABOR: April NOAA Corps Normal DW refresh	26 DISBURSEMENTS: Last Run for April Normal DW refresh	27 Normal DW refresh	
28	29 SLTs/DLCAs 12:00 noon ET Final Approval CA: April Month End SURCHARGES Processed prior to the "6 AM" closing Normal DW refresh	30 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: April 2019 GL Closing will start on April 30, 2019 at 6:00 am ET

6 am ET Closing

Tier ONE modules will be placed in **PRELIMINARY** close for the **April 2019 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 2019 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