**Please note:** July 2017 GL Closing will start on July 31, 2017 at 6 am.

**6 AM Closing**
Tier ONE modules will be placed in PRELIMINARY close for the July 2017 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 Closing**
Tier TWO modules will be placed in PRELIMINARY close for the July 2017 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.)
  The Cost Accumulation Over/Under (CA O/U) process: 6:00 AM ET on Monday July 31, 2017
- **GJ** – General Journal (GJs may be entered until 12 noon)
- **GL** – General Ledger

<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>DW reports and/or CFS Production reports Complete month-end data</td>
<td>4 HOLIDAY</td>
<td>5 LABOR: PP12</td>
<td>6 LABOR: PP12 Surcharges</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>9</td>
<td>CFS GL MONTH END FINAL CLOSING June 2017</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
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<tr>
<td>16</td>
<td>LABOR: PP13</td>
<td>18</td>
<td>LABOR: PP13 Surcharges</td>
<td>19</td>
<td>LABOR: July Month End Estimate Surcharges</td>
<td>20</td>
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<tr>
<td>23</td>
<td>24</td>
<td>25 SLT/DLCAs SLTs and DLCAs to be approved for July are due to FMB by 4:00 pm ET</td>
<td>26 DISBURSEMENTS: Last Run for July</td>
<td>27 LABOR: July NOAA Corps</td>
<td>28 SLT/DLCAs 12:00 noon ET Final Approval</td>
<td>29</td>
</tr>
</tbody>
</table>
| 30     | 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 | Normal DW refresh | Normal DW refresh | Normal DW refresh | Normal DW refresh | Normal DW refresh | Normal DW refresh | Normal DW refresh | Normal DW refresh | 31