

June 2018 v1

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 DW reports and/or CFS Production reports Complete month-end data LABOR: Reverse May Month-End Estimate Surcharges Normal DW refresh	2 Normal DW refresh
3 Normal DW refresh	4 CFS GL MONTH END FINAL CLOSING May 2018 LABOR: PP10 Normal DW refresh	5 LABOR: PP10 Surcharges Normal DW refresh	6 Normal DW refresh	7 Normal DW refresh	8 Normal DW refresh	9 Normal DW refresh
10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh	14 Normal DW refresh	15 Normal DW refresh	16 Normal DW refresh
17 Normal DW refresh	18 LABOR: PP11 Normal DW refresh	19 LABOR: PP11 Surcharges Normal DW refresh	20 LABOR: June Month End Estimate Surcharges CA O/U: Reversal Part C Normal DW refresh	21 Normal DW refresh	22 Normal DW refresh	23 Normal DW refresh
24 Normal DW refresh	25 SLTs/DLCAs SLTs and DLCAs to be approved for June are due to FMB by 4:00 pm ET Normal DW refresh	26 DISBURSEMENTS: Last Run for June LABOR: June NOAA Corps Normal DW refresh	27 Normal DW refresh	28 SLTs/DLCAs 12:00 noon ET Final Approval CA: June Month End Surcharges Processed prior to the "6 AM" closing Normal DW refresh	29 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	30 Normal DW refresh

Please note: June 2018 GL Closing will start on June 29, 2018 at 6 am.

6 AM Closing

Tier ONE modules will be placed in PRELIMINARY close for the June 2018 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 June 2018 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 Friday June 29, 2018
- GJ – General Journal (GJs may be entered until 12 noon)
- GL – General Ledger