

March 2020 v2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 DW reports and/or CFS Production reports Complete month-end data LABOR: Reverse February Month-End Estimate SURCHARGES Normal DW refresh	3 Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh	6 CFS GL MONTH END FINAL CLOSING February 2020 Normal DW refresh	7 Normal DW refresh
8	9 LABOR: PROCESS PP04 Normal DW refresh	10 LABOR: POST PP04 SURCHARGES Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh	14 Normal DW refresh
15	16 Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh	20 Normal DW refresh	21 Normal DW refresh
22	23 LABOR: PROCESS PP05 Normal DW refresh	24 LABOR: POST PP05 SURCHARGES Normal DW refresh	25 LABOR: March Month-End Estimates SURCHARGES CA O/U: Reversal Part C SLT & DLCA: To be approved for March are due to FMB by 4:00 pm ET Normal DW refresh	26 LABOR: March NOAA Corps Normal DW refresh	27 DISBURSEMENTS: Last run for March Normal DW refresh	28 Normal DW refresh
29	30 SLT & DLCA: 12:00 noon ET Final Approval CA SURCHARGES March Month End Surcharges processed prior to the "6:00 AM" closing Normal DW refresh	31 CFS GL MONTH END PRELIM CLOSING 6:00 AM ET Close AP,PR, PO WIP CA O/U Process. By 12:00 AM ET Close BE, AR, ALLOC, GJ, GL Normal DW refresh				

Please note: March 2020 GL Closing will start on March 31, 2020 at 6:00 am ET

6 am ET Closing

Tier ONE modules will be placed in **PRELIMINARY** close for the **March 2020 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 **March 2020 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