

# October 2010 (Updated Oct 5, 2010)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 <b>CBS open for FY11 Business</b> <b>LABOR:</b> Reverse September final Month-end Estimate <b>SURCHARGES</b> Normal DW refresh	2 <b>GL:</b> Re-Open GL for EDA  Normal DW refresh
3	4  Normal DW refresh	5  Normal DW refresh	6 <b>LABOR:</b> PP19  Normal DW refresh	7 <b>LABOR:</b> PP19 <b>SURCHARGES</b>  Normal DW refresh	8  Normal DW refresh	9  Normal DW refresh
10	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	18 <b>LABOR:</b> PP20 <b>GL:</b> Update AR Trial Table  Normal DW refresh	19 <b>LABOR:</b> PP20 <b>SURCHARGES</b>  Normal DW refresh	20 <b>LABOR:</b> Oct Month-End Estimate <b>SURCHARGES</b>  Normal DW refresh	21  Normal DW refresh	22  Normal DW refresh	23  Normal DW refresh
24	25  Normal DW refresh	26 <b>DISBURSEMENTS:</b> Last run for Oct  Normal DW refresh	27 <b>LABOR:</b> NOAA Corps <b>SLTs</b> SLTs to be approved for Oct are due to FMB by 4:00 pm ET  Normal DW refresh	28 <b>SLTs</b> 12:00 pm ET Final Approval <b>CA SURCHARGES</b> processed prior to the "Tier ONE" closing  Normal DW refresh	29 <b>CFS G/L MONTH-END PRELIM CLOSING</b> <b>7:00 AM ET</b> Close Tier 1 WIP <b>12:00 AM ET</b> Close Tier 2 Normal DW refresh	30 <b>DW reports and/ or CFS Production reports complete month – end data</b>  Normal DW refresh
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## TIER "ONE" Closing

Tier "ONE" modules will be placed in "PRELIMINARY" close for the **October 2010 General Ledger**

- PR** – Purchase Requisitions (Commitments)
- PO** – Purchase Orders (Obligations, etc.)
- AP** – Accounts Payable (Invoices and Receiving Tickets, etc.)

8:00 AM ET: "Tier ONE" may begin working on November 2010 transactions.

## TIER "TWO" Closing

Tier TWO modules, will be placed in "PRELIMINARY" close for the **October 2010 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 and Labor, etc.)
- GL** – General Ledger
  - These transactions will affect the Cost Accumulation Surcharge & Over/Under processes.

"Tier TWO," should NOT enter ANY transactions while October 2010 is still open. **ONLY after October 2010** is closed may "Tier TWO" modules mentioned above begin working on November 2010 transactions.