

October 2016 v4						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 CBS Production Restricted  Normal DW refresh
2	3 CBS open for FY2017  DW reports and/or CFS Production reports Complete Year-end data  Normal DW refresh	4 LABOR: Reverse PP19 Estimate Surcharges  Normal DW refresh	5  Normal DW refresh	6  Normal DW refresh	7  Normal DW refresh	8  Normal DW refresh
9	10 HOLIDAY  Normal DW refresh	11 LABOR: PP19A SURCHARGES  Normal DW refresh	12  Normal DW refresh	13 LABOR: PP19B SURCHARGES  Normal DW refresh	14  Normal DW refresh	15  Normal DW refresh
16	17  Normal DW refresh	18  Normal DW refresh	19  Normal DW refresh	20  Normal DW refresh	21  Normal DW refresh	22  Normal DW refresh
23	24 LABOR: PP20  Normal DW refresh	25 LABOR: PP20 SURCHARGES  LABOR: PROCESS October Month-End Estimate  SLTs: SLTs to be approved for October are due to FMB by 4:00 pm ET  Normal DW refresh	26  Normal DW refresh	27 LABOR: APPROVE October Month-End Estimate SURCHARGES  LABOR: October NOAA Corps  DISBURSEMENTS: Last run for October  Normal DW refresh	28 SLTs: 12:00 pm ET Final Approval  CA: October Month-End Surcharges Processed prior to the "7 AM" closing  Normal DW refresh	29  Normal DW refresh
30	31 CFS GL MONTH END PRELIM CLOSING 7:00 AM ET Close AP, PR, PO WIP  12:00 Noon ET Close BE, AR, ALLOC, GJ, GL  Normal DW refresh					

**Please note: October 2016 GL Closing will start on October 31, 2016 at 7 am**

**7 AM Closing**

Tier ONE modules will be placed in PRELIMINARY close for the October 2016 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 October 2016 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 may be entered until 12 noon)  
 GL – General Ledger