

September 2020 v2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 DW reports and/or CFS Production reports Complete month-end data LABOR: Reverse August Month-End Estimate SURCHARGES Normal DW refresh	2 Normal DW refresh	3 Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh
6	7 HOLIDAY Normal DW refresh	8 CFS GL MONTH END FINAL CLOSING August 2019 LABOR: PP17 SURCHARGES Normal DW refresh	9 LABOR: Sept Preliminary Month End Estimate PP18 SURCHARGES Sept Final Month End Estimate PP19 SURCHARGES Normal DW refresh	10 Normal DW refresh 12	11 Normal DW refresh	12 Normal DW refresh
13	Normal DW refresh	Normal DW refresh	Normal DW refresh	Normal DW refresh	Normal DW refresh	Normal DW refresh
20	21 LABOR: Reverse September PP18 Preliminary Month-End Estimate SURCHARGES PP18 SURCHARGES Normal DW refresh	22 Normal DW refresh	23 SLTs/DLCAs SLTs and DLCAs to be approved for September are due to FMB by Noon ET Normal DW refresh	24 SLTs/DLCAs 12:00 noon ET Final Approval Normal DW refresh	25 LABOR: September NOAA Corps Normal DW refresh	26 Normal DW refresh
27	28 DISBURSEMENTS: Last Run for September CA: September Month End SURCHARGES Processed at Noon ET Normal DW refresh	29 Normal DW refresh	30 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			

Please note: September 2020 GL Closing will start on September 30, 2020 at 6:00 am ET

6 am ET Closing

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