

# January 2022 v2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 DW reports and/or CFS Production reports Complete Month-End Data  Normal DW refresh
2	3 LABOR: Reverse December 2021 Month-End Estimate EST226 SURCHARGES  Normal DW refresh	4  Normal DW refresh	5  Normal DW refresh	6  Normal DW refresh	7 CFS GL MONTH-END FINAL CLOSING December 2021  Normal DW refresh	8  Normal DW refresh
9	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	17 HOLIDAY  Normal DW refresh	18 LABOR: PROCESS/POST PP26 (Dec 19 – Jan 1) SURCHARGES  Normal DW refresh	19  Normal DW refresh	20  Normal DW refresh	21  Normal DW refresh	22  Normal DW refresh
23	24 LABOR: PROCESS/POST PP01 (Jan 2 – Jan 15) SURCHARGES  SLTs/DLCAs To be approved for January 2022 are due to FMB by 4:00 pm ET  Normal DW refresh	25 LABOR: January Month-End Estimate EST202 (Jan 16 –Jan 31) PP01 base @ 110% SURCHARGES  CA O/U: Reversal Part C  Normal DW refresh	26 LABOR: Process/Post January 2022 NOAA Corps  Normal DW refresh	27 DISBURSEMENTS: Last Run for January 2022  Normal DW refresh	28 SLTs/DLCAs 12:00 noon ET Final Approval  CA: January 2022 Month-End SURCHARGES Processed prior to the “6 am ET” closing  Normal DW refresh	29  Normal DW refresh
30	31 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: January 2022 GL Closing will start on January 31, 2022 at 6:00 am ET

**6 am ET Closing**

Tier ONE modules will be placed in **PRELIMINARY** close for the **January 2022 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 **January 2022 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 ET)
- GL – General Ledger

Prepared by Funds Management Branch.