

Mar 2021 v2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 LABOR: Reverse Feb 2021 Month-End Estimate EST104 SURCHARGES Normal DW refresh	2 Normal DW refresh	3 Normal DW refresh	4 Normal DW refresh	5 CFS GL MONTH END FINAL CLOSING Feb 2021 Normal DW refresh	6 Normal DW refresh
7	8 LABOR: Process PP04 (Feb 14-Feb 27) Normal DW refresh	9 LABOR: Post PP04 (Feb 14-Feb 27) SURCHARGES Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh
14	15 Normal DW refresh	16 Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh	20 Normal DW refresh
21	22 LABOR: Process PP05 (Feb 28-Mar 13) Normal DW refresh	23 LABOR: Post PP05 (Feb 28-Mar 13) SURCHARGES Normal DW refresh	24 LABOR: Mar 2021 Month End Estimate EST106 Mar 14-Mar 31 PP05 base @ 130% SURCHARGES CA O/U: Reversal Part C SLTs/DLCAs SLTs and DLCAs to be approved for Mar 2021 are due to FMB by 4:00 pm ET Normal DW refresh	25 LABOR: Mar 2021 NOAA Corps Normal DW refresh	26 Normal DW refresh	27 Normal DW refresh
28	29 DISBURSEMENTS: Last Run for Mar 2021 Normal DW refresh	30 SLTs/DLCAs 12:00 noon ET Final Approval CA: Mar 2021 Month End SURCHARGES Processed prior to the "6 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 12:00 Noon ET Close BE, AR, ALLOC, GJ, GL Normal DW refresh			

Please note: Mar 2021 GL Closing will start on Mar 31, 2021 at 6:00 am ET

6 am ET Closing

Tier ONE modules will be placed in **PRELIMINARY** close for the **Mar 2021 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 **Mar 2021 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