

August 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 DW reports and/ or CFS Production reports complete month – end data LABOR: Reverse July Month-end Estimate Normal DW refresh	2 Normal DW refresh	3 Normal DW refresh	Normal DW refresh
5	6 LABOR: PP15 Normal DW refresh	7 GL: Final Close July 2012 LABOR: PP15 SURCHARGES Normal DW refresh	8 Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh
12	13 CA O/U Reversal – Part C Normal DW refresh	14 Normal DW refresh	15 Normal DW refresh	16 GL: Update AR Trial Table Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh
19	20 LABOR: PP16 Normal DW refresh	21 LABOR: PP16 SURCHARGES Normal DW refresh	22 LABOR: Month-End Estimate SURCHARGES Normal DW refresh	23 Normal DW refresh	24 Normal DW refresh	25 Normal DW refresh
26	27 Normal DW refresh	28 DISBURSEMENTS: Last run for Aug LABOR: AUG NOAA CORPS Normal DW refresh	29 SLTs SLTs to be approved for Aug are due to FMB by 4:00 pm ET Normal DW refresh	30 SLTs 12:00 NOON ET Final Approval CA SURCHARGES processed prior to the “Tier ONE” closing Normal DW refresh	31 CFS G/L MONTH-END PRELIM CLOSING 7:00 AM ET Close Tier 1 WIP CA O/U Process. 12:00 NOON ET Close Tier 2 Normal DW refresh	

7 AM

The following modules will be placed in **PRELIMINARY** close for the **August 2012 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.

8:00 AM ET: AP may begin working on September 2012 transactions.

12 noon

The following modules will be placed in **PRELIMINARY** close for the **August 2012 General Ledger**

BE – Budget Execution (Resources, Apportionments, Allotments, BOPs. (Eg. FM060)

NOTE: Month end G/L closing process does NOT prohibit end users from entering BOPs.

AR – Accounts Receivable
 ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)

The Cost Accumulation Over/Under (CA O/U) process: 7:00 AM ET on Friday August 31, 2012

GJ – General Journal (GJs may be entered until 12 noon)
 GL – General Ledger