

April 2007 Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Normal DW refresh	3 Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh	6 Re-open GL for EDA Normal DW refresh	7 Normal DW refresh
8	9 LABOR: PP06 Normal DW refresh	10 LABOR: PP06 SURCHARGES Normal DW refresh	11 Normal DW refresh	12 GL: Final Close March 2007 Normal DW refresh	13 Normal DW refresh	14 Normal DW refresh
15	16 GL: Update AR Trial table Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh	20 Normal DW refresh	21 Normal DW refresh
22	23 LABOR: PP07 Normal DW refresh	24 LABOR: PP07 Month-end Estimate SURCHARGES Normal DW refresh	25 LABOR: APR NOAA CORPS SLTs SLTs to be approved for April due to FMB by 4:00 pm ET. Normal DW refresh	26 SLTs: 4:00 pm ET Final Approval Normal DW refresh	27 CA SURCHARGES processed prior to the "Tier ONE" closing DISBURSEMENTS: Last run for Apr Normal DW refresh	28 Normal DW refresh
29	30 CFS G/L MONTH-END PRELIM CLOSING 6:00 AM ET Close Tier 1 CA O/U Process. WIP 12:00 PM ET Close Tier 2 Normal DW refresh					

TIER "ONE" Closing

Tier "ONE" modules will be placed in "PRELIMINARY" close for the **April 2007 General Ledger**

- PR – Purchase Requisitions (Commitments)
- PO – Purchase Orders (Obligations, etc.)
- AP – Accounts Payable (Invoices and Receiving Tickets, etc.)

6:00 AM ET: "Tier ONE" may begin working on May 2007 transactions.

TIER "TWO" Closing

Tier TWO modules, will be placed in "PRELIMINARY" close for the **April 2007 General Ledger**

- ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)
The Cost Accumulation Over/Under (CA O/U) process @ 6:00 am ET on Monday April 30, 2007
- 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
- GJ – General Journal (GJs and Labor, etc.)
- GL – General Ledger
 - These transactions will affect the Cost Accumulation Surcharge & Over/Under processes.

"Tier TWO," should NOT enter ANY transactions while April 2007 is still open. ONLY after April 2007 is closed may "Tier TWO" modules mentioned above begin working on May 2007 transactions.