

## July 2007 Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 <b>LABOR:</b> PP12 Normal DW refresh	3 <b>LABOR:</b> PP12 <b>SURCHARGES</b> Normal DW refresh	4 HDAY 4 Normal DW refresh	5 Normal DW refresh	6 Normal DW refresh	7 Normal DW refresh
8	9 Normal DW refresh	10 <b>Re-open GL for EDA</b> Normal DW refresh	11 <b>GL:</b> Final Close June 2007 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh	14 Normal DW refresh
15	16 <b>LABOR:</b> PP13 <b>GL:</b> Update AR Trial Normal DW refresh	17 <b>LABOR:</b> PP13 <b>SURCHARGES</b> Month-end Estimate <b>SURCHARGES</b> Normal DW refresh	18 Normal DW refresh	19 Normal DW refresh	20 Normal DW refresh	21 Normal DW refresh
22	23 <b>SURCHARGES</b> Normal DW refresh	24 Normal DW refresh	25 Normal DW refresh	26 <b>LABOR:</b> JULY NOAA CORPS <b>SLTs</b> SLTs to be approved for July due to FMB by 4:00 pm ET. Normal DW refresh	27 <b>SLTs:</b> 4:00 pm ET Final Approval Normal DW refresh	28 Normal DW refresh
29	30 <b>CA SURCHARGES</b> processed prior to the "Tier ONE" closing <b>DISBURSEMENTS:</b> Last run for July Normal DW refresh	31 <b>CFS G/L MONTH-END PRELIM CLOSING</b> <b>6:00 AM ET</b> Close Tier 1 CA O/U Process WIP <b>12:00 PM ET</b> Close Tier 2 Normal DW refresh				

### TIER "ONE" Closing

Tier "ONE" modules will be placed in "PRELIMINARY" close for the **July 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 August 2007 transactions.

### TIER "TWO" Closing

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

- ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)  
The Cost Accumulation Over/Under (CA O/U) process @ 6:00 am ET on Tuesday July 31, 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 July 2007 is still open. **ONLY after July 2007** is closed may "Tier TWO" modules mentioned above begin working on August 2007 transactions.