

October 2007 Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 CBS open for FY08 Business LABOR: Reverse September final Month-end Estimate SURCHARGES Normal DW refresh	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	8 H DAY 8 Normal DW refresh	9 LABOR: PP19 Normal DW refresh	10 LABOR: PP19 SURCHARGES Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh
14	15 Normal DW refresh	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	22 LABOR: PP20 Normal DW refresh	23 LABOR: PP20 SURCHARGES Labor: October Month-end Estimate SURCHARGES Normal DW refresh	24 Normal DW refresh	25 LABOR: OCT NOAA CORPS Normal DW refresh	26 SLTs SLTs to be approved for October are due to FMB by 4:00 pm ET. Normal DW refresh	27 Normal DW refresh
28	29 SURCHARGES SLTs: 4:00 pm ET Final Approval Normal DW refresh	30 CA SURCHARGES processed prior to the "Tier ONE" closing DISBURSEMENTS: Last run for Oct Normal DW refresh	31 CFS G/L MONTH-END PRELIM CLOSING 6:00 AM ET WIP Close Tier 1 12:00 PM ET Close Tier 2 Normal DW refresh			

TIER "ONE" Closing

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

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

8:00 AM ET: "Tier ONE" may begin working on November 2007 transactions.

TIER "TWO" Closing

Tier TWO modules, will be placed in "PRELIMINARY" close for the **October 2007 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.)
The Cost Accumulation Over/Under (CA O/U) process will not be run this month.
- GJ – General Journal (GJs and Labor, etc.)
- GL – General Ledger

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