

April 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 GL: Re-Open GL for EDA Normal DW refresh	2 Normal DW refresh	3 Normal DW refresh
4 Normal DW refresh	5 LABOR: PP06 Normal DW refresh	6 LABOR: PP06 SURCHARGES Normal DW refresh	7 GL: Final Close Mar 2010 Normal DW refresh	8 Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh
11 Normal DW refresh	12 Normal DW refresh	13 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 LABOR: PP07 Normal DW refresh	20 LABOR: Month-End Estimate SURCHARGES Normal DW refresh	21 Normal DW refresh	22 Normal DW refresh	23 Normal DW refresh	24 Normal DW refresh
25 Normal DW refresh	26 Normal DW refresh	27 DISBURSEMENTS: Last run for April LABOR: NOAA Corps SURCHARGES Normal DW refresh	28 SLTs SLTs to be approved for Jan are due to FMB by 4:00 pm ET CA O/U Reversal – Part C Normal DW refresh	29 SLTs: 12:00 pm ET Final Approval CA SURCHARGES processed prior to the “Tier ONE” closing Normal DW refresh	30 CFS G/L MONTH- END PRELIM CLOSING 7:00 AM ET Close Tier 1 WIP CA O/U Process. 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 2010 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 May 2010 transactions.

TIER “TWO” Closing

Tier TWO modules will be placed in “**PRELIMINARY**” close for the **April 2010 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 @ 7:00 AM ET on Fri Apr 30, 2009.

- 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 2010 is still open. **ONLY after April 2010** is closed may “Tier TWO” modules mentioned above begin working on May 2010 transactions.