

August 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 LABOR: Reverse Jul Month-end Estimate Normal DW refresh	3 Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh	6 GL: Final Close August 2009 Normal DW refresh	7 Normal DW refresh
8	9 LABOR: PP15 Normal DW refresh	10 LABOR: Aug Month-end Estimate SURCHARGES Normal DW refresh	11 Normal DW refresh	12 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: PP15 Normal DW refresh	24 LABOR: PP15 SURCHARGES Normal DW refresh	25 Normal DW refresh	26 LABOR: NOAA CORPS DISBURSEMENTS: Last run for Aug Normal DW refresh	27 SLTs SLTs to be approved for Aug are due to FMB by 4:00 pm ET CA O/U Reversal – Part C Normal DW refresh	28 Normal DW refresh
29	30 LABOR: NOAA CORPS SLTs 12:00 noon ET Final Approval CA SURCHARGES processed prior to the “Tier ONE” closing	31 CFS G/L MONTH- END PRELIM CLOSING 7:00 AM ET Close Tier 1 WIP CA O/U Process. 12:00 AM ET Close Tier 2 Normal DW refresh				

TIER “ONE” Closing

Tier “ONE” modules will be placed in “**PRELIMINARY**” close for the **August 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 September 2010 transactions.

TIER “TWO” Closing

Tier TWO modules will be placed in “**PRELIMINARY**” close for the **August 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 Tuesday August 31, 2010

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