



General Ledger Production Processing Calendar 2022 Q3

Updated: March 06, 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					BW On-Cycle GL Confirm (220625B1X)	
3	4	5	6	7	8	9
	Holiday	BW On-Cycle GL Confirm – Summary and Detail (220625B1X) – Final BW Final SCT Local Approval Due: 5 PM	Expected BW On-Cycle in DDODS		UCPath Finance: Cost Recovery Forms for EAP and IAP reimbursements	Processed SCT in DDODS
10	11	12	13	14	15	16
First SCT Local Approval for FY22-23 Due: 5:00 PM	MO Off-Cycle PAY Confirm (220701M0YL) Off-Cycle GL Confirm SCT Batch Run	MO Off-Cycle GL Confirm (220701M0YL) BW On-Cycle PAY Confirm (220709B2XL)	MO Off-Cycle PAY Confirm (220701M0Y) BW On-Cycle GL Confirm (220709B2XL) Processed SCT in DDODS*	MO Off-Cycle GL Confirm (220701M0Y) BW On-Cycle PAY Confirm (220709B2X)	BW On-Cycle GL Confirm (220709B2X)	
17	18	19	20	21	22	23
	BW On-Cycle GL Confirm – Summary and Detail (220709B2X) SCT Local Approval for FY22-23 Due: 5:00 PM	SCT Batch Run		Processed SCT in DDODS*	Off-Cycle GL Confirm	
24	25	26	27	28	29	30
	MO On-Cycle PAY Confirm (220731M0XL) Off-Cycle GL Confirm	MO On-Cycle GL Confirm (220731M0XL) MO On-Cycle PAY Confirm (220731M0X)	MO On-Cycle GL Confirm (220731M0X) BW On-Cycle PAY Confirm (220723B1XL)	MO On-Cycle GL Confirm – Summary and Detail (220731M0X) BW On-Cycle GL Confirm (220723B1XL) BW On-Cycle PAY Confirm (220723B1X)	BW On-Cycle GL Confirm (220723B1X)	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4	5	6
	BW On-Cycle GL Confirm – Summary and Detail (220723B1X) SCT Local Approval Due: 5:00 PM	SCT Batch Run	SCT Local Approval Due: 5:00 PM	Processed SCT in DDODS* SCT Batch Run	SCT Local Approval Due: 5:00 PM	Processed SCT in DDODS*
7	8	9	10	11	12	13
		BW On-Cycle PAY Confirm (220806B2XL) SCT Batch Run	BW On-Cycle GL Confirm (220806B2XL) Processed SCT in DDODS*	BW On-Cycle PAY Confirm (220806B2X)	BW On-Cycle GL Confirm (220806B2X) MO Off-Cycle PAY Confirm (220801M0YL)	
14	15	16	17	18	19	20
	BW On-Cycle GL Confirm –Summary and Detail (220806B2X) MO Off-Cycle GL Confirm (220801M0YL) MO Off-Cycle PAY Confirm (220801M0Y)	MO Off-Cycle GL Confirm (220801M0Y) SCT Local Approval Due: 5:00 PM	SCT Batch Run	Off-Cycle GL Confirm SCT Local Approval Due: 5:00 PM	Processed SCT in DDODS* SCT Batch Run	
21	22	23	24	25	26	27
	Off-Cycle GL Confirm SCT Batch Run	BW On-Cycle PAY Confirm (220820B3XL) Processed SCT in DDODS*	BW On-Cycle GL Confirm (220820B3XL) MO On-Cycle PAY Confirm (220831M0XL)	MO On-Cycle GL Confirm (220831M0XL) BW On-Cycle PAY Confirm (220820B3X)	MO On-Cycle GL Confirm (220820B3X) MO On-Cycle PAY Confirm (220831M0X)	
28	29	30	31			
	BW On-Cycle GL Confirm –Summary and Detail (220820B3X) MO On-Cycle GL Confirm (220831M0X) QUESTIONS?	BW On-Cycle GL Confirm –Summary and Detail (220831M0X) 855.982.7284 UCPath	SCT Local Approval Due: 5:00 PM			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				SCT Batch Run		Processed SCT in DDODS*
					SCT Local Approval Due: 5:00 PM	
4	5	6	7	8	9	10
	Holiday		BW On-Cycle PAY Confirm (220903B1XL)	BW On-Cycle GL Confirm (220903B1XL) BW On-Cycle PAY Confirm (220903B1X)	BW On-Cycle GL Confirm (220903B1X)	
		SCT Batch Run		Processed SCT in DDODS*		
11	12	13	14	15	16	17
	BW On-Cycle GL Confirm –Summary and Detail (220903B1X)		MO Off-Cycle PAY Confirm (220901M0YL)	MO Off-Cycle GL Confirm (220901M0YL) MO Off-Cycle PAY Confirm (220901M0Y)	MO Off-Cycle GL Confirm (220901M0Y)	Processed SCT in DDODS*
	SCT Local Approval Due: 5:00 PM	SCT Batch Run	SCT Local Approval Due: 5:00 PM	Processed SCT in DDODS*	SCT Local Approval Due: 5:00 PM	
				SCT Batch Run		
18	19	20	21	22	23	24
	MO On-Cycle PAY Confirm (220930M0XL)	BW On-Cycle PAY Confirm (220917B2XL) MO On-Cycle GL Confirm (220930M0XL)	BW On-Cycle GL Confirm (220917B2XL)	BW On-Cycle PAY Confirm (220917B2X)	BW On-Cycle GL Confirm (220917B2X)	
	SCT Batch Run		Processed SCT in DDODS*			
25	26	27	28	29	30	
	BW On-Cycle GL Confirm –Summary and Detail (220917B2X) MO On-Cycle PAY Confirm (220930M0X)	MO On-Cycle GL Confirm (220930M0X)	MO On-Cycle GL Confirm –Summary and Detail (220930M0X) MO Off-Cycle PAY Confirm (220929M0YL)	MO Off-Cycle GL Confirm (220929M0YL) MO Off-Cycle PAY Confirm (220929M0Y) .EDU	MO Off-Cycle GL Confirm (220929M0Y) BW Off-Cycle PAY Confirm (220928B0YL) BW Off-Cycle PAY Confirm (220928B0Y)	UCPATH 4

- **SCT Batch** indicates SCT will be processed on those dates. Please submit approved SCT transactions per scheduled dates (**SCT Local Approval Due: 5 PM**) on the calendar.
- **SCT Batch (TBD)** means there is a possibility to perform SCT if on-cycle or off-cycle GL Post-Confirm processing runs as planned without issues
 - There are currently no **SCT Batch (TBD)** planned for July – September 2022 (Q3 2022) at this time.
- Accounting Date Assignment Logic:
 - Locations can opt for functionality to update Accounting Date based on the AWE Approval Date
 - For particular GL Business Unit (BU), a configured integer is used to identify the number of Working Days (M-F) that is acceptable to post a transaction to the previous period (prior to month-end close)
 - If no Integer is configured, then Accounting Date = AWE Approval Date
 - If (AWE Approval Date – Integer) = Date in the previous month but after Pay Period End Date, then Accounting Date = Last Day of previous month
 - If (AWE Approval Date – Integer) = Date less than the Pay Period End Date, then Accounting Date = Pay Period End Date

▪ **Example 1:** Monthly Scenario:

- Pay Period End Date: 6/30/2020
- Payroll Confirm Date: 6/25/2020
- AWE Approval Date: 7/3/2020
- Integer = 4
- Accounting Date
 - No Integer = 7/3/2020
 - Integer -4 = 6/30/2020

▪ **Example 2:** Bi-Weekly Scenario:

- Pay Period End Date: 6/27/2020
- Payroll Confirm Date: 7/2/2020
- AWE Approval Date: 7/3/2020
- Integer = 4
- Accounting Date
 - No Integer = 7/3/2020
 - Integer -4 = 6/30/2020

▪ **Example 3:** Bi-Weekly Scenario:

- Pay Period End Date: 6/27/2020
- Payroll Confirm Date: 7/2/2020
- AWE Approval Date: 7/3/2020
- Integer = 5
- Accounting Date
 - No Integer = 7/3/2020
 - Integer -5 = 6/27/2020