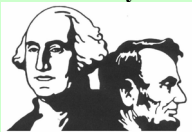



**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
JANUARY 2022 (FM07/FY22)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 New Year's Day 
2	3	4 Dec 21 CA Proof 1 Run	5	6 Dec 21 CA Proof 2 Run Dec 21 OSPA Preliminary Cutoff	7 Dec 21 CA Post Run Weekly Report Run	8
9	10 Dec 21 OSPA Cutoff	11 Dec 21 OSPA Load SFMA	12 Dec 21 OSPA Post R2	13	14 EOM Close Dec 21 Print Final DAFR7940 Report Populates 43M Print Final DAFRNE40 Report Populates 43N Weekly Report Run	15
16	17 Martin Luther King Jr Holiday  <i>I Have A Dream</i> Martin Luther King, Jr. Day	18 DAFRE099-Employees paid with 1099 reportable COBJ	19 DAFJ620-Close Dates for Eligible Docs prior to INAE	20 Final day for Agencies to submit 1099-MISC & 1099-NEC Changes	21 Print 1099-MISC Print 1099-NEC Weekly Report Run	22
23 INAE Oct 21	24 Jan 22 OSPA Preliminary Cutoff	25	26 Jan 22 OSPA Cutoff	27 Jan 22 OSPA Load SFMA	28 File 1099-NEC Jan 22 OSPA Post R1 Weekly Report Run	29
30	31 ADPICS 250 Report Run					


**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
FEBRUARY 2022 (FM08/FY22)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 SFMS User Group Meeting 9:00-11:00 a.m.	2	3	4 Weekly Report Run	5
6	7 Jan 22 OSPA Preliminary Cutoff	8 Jan 22 CA Proof 1 Run	9 Jan 22 OSPA Cutoff	10 Print Revised 1099-MISC Forms Print Corrected 1099-NEC Forms Jan 22 CA Proof 2 Run Jan 22 OSPA Load SFMA	11 Jan 22 CA Post Run Jan 22 OSPA Post R2 Weekly Report Run	12
13	14	15	16	17	18 EOM Close Jan 22 Feb 22 OSPA Preliminary Cutoff Weekly Report Run	19
20	21 President's Day Holiday 	22	23 DAFJ620-Close Dates for Eligible Docs prior to INAE Feb 22 OSPA Cutoff	24 Pmt Control/Cancel Archive Print Revised 1099-MISC Forms Print Corrected 1099-NEC Forms Feb 22 OSPA Load SFMA	25 Feb 22 OSPA Post R1 Weekly Report Run	26
27 INAE Nov 21	28 ADPICS 250 Report Run					

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
MARCH 2022 (FM09/FY22)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 File Corrected 1099-NEC	2	3	4 Weekly Report Run	5
6	7 Feb 22 OSPA Preliminary Cutoff	8 Feb 22 CA Proof 1 Run	9 Feb 22 OSPA Cutoff	10 Print Revised 1099-MISC Forms Print Corrected 1099-NEC Forms Feb 22 CA Proof 2 Run Feb 22 OSPA Load SFMA	11 Feb 22 CA Post Run Feb 22 OSPA Post R2 Weekly Report Run	12
13 Daylight Saving Time Begins 	14	15	16	17	18 EOM Close Feb 22 Weekly Report Run	19
20	21	22	23 DAFJ620-Close Dates for Eligible Docs prior to INAE	24 Print Revised 1099-MISC Forms Print Corrected 1099-NEC Forms Mar 22 OSPA Preliminary Cutoff	25 Weekly Report Run	26
27 INAE Dec 21	28 Mar 22 OSPA Cutoff	29 Mar 22 OSPA Load SFMA	30 File 1099-MISC Mar 22 OSPA Post R1	31 ADPICS 250 Report Run		

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
APRIL 2022 (FM10/FY22)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 File Corrected 1099-NEC Weekly Report Run	2
3	4	5 Generate Pre-Expire Warrant Report DAFRXRR3 Mar 22 CA Proof 1 Run	6	7 Print Corrected 1099Misc Print Corrected 1099NEC Mar 22 CA Proof 2 Run Mar 22 OSPA Preliminary Cutoff	8 Financial Table Archive Mar 22 CA Post Run Weekly Report Run	9 SFMA Closed Financial Archive Verification
10	11 SFMA Closed Financial Archive Verification – Open TBD Mar 22 OSPA Cutoff	12 Mar 22 OSPA Load SFMA	13 Mar 22 OSPA Post R2	14	15 EOM Close Mar 22 Weekly Report Run	16
17	18	19	20 Final Date for Agencies to Send Requests for Corrected 1099- MISC/NEC Forms DAFJ620-Close Dates for Eligible Docs prior to INAE	21 Print Corrected 1099Misc Print Corrected 1099NEC Apr 22 OSPA Preliminary Cutoff	22 Weekly Report Run	23
24 INAE Jan 22	25 Apr 22 OSPA Cutoff	26 Apr 22 OSPA Load	27 Apr 22 OSPA Post R1	28 File Corrected 1099-MISC File Corrected 1099-NEC	29 ADPICS 250 Report Run Weekly Report Run	30

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
MAY 2022 (FM11/FY22)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 SFMS User Group Meeting 9:00-11:00 a.m. Apr 22 CA Proof 1 Run	4	5 Apr 22 CA Proof 2 Run Apr 22 OSPA Preliminary Cutoff	6 Apr 22 CA Post Run Weekly Report Run	7
8	9 Apr 22 OSPA Cutoff	10 Apr 22 OSPA Load SFMA	11 Apr 22 OSPA Post R2	12	13 EOM Close Apr 22 Weekly Report Run	14
15	16	17 Vendor Table Purge	18 DAFJ620-Close Dates for Eligible Docs prior to INAE	19	20 Weekly Report Run	21
22 INAE Feb 22	23 May 22 OSPA Preliminary Cutoff	24	25 Profile Archive May 22 OSPA Cutoff	26 May 22 OSPA Load SFMA	27 May 22 OSPA Post R1 Weekly Report Run	28
29	30 Memorial Day Holiday  With Honor & Gratitude We Remember	31 ADPICS 250 Report Run				


**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
JUNE 2022 (FM12/FY22)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2 ACH Website Purge	3 Weekly Report Run	4
5	6	7 May 22 CA Proof 1 Run May 22 OSPA Preliminary Cutoff	8	9 May 22 CA Proof 2 Run May 22 OSPA Cutoff	10 May 22 CA Post Run May 22 OSPA Load SFMA Weekly Report Run	11
12	13 May 22 OSPA Post R2	14	15	16	17 EOM Close May 22 Weekly Report Run	18
19 Juneteenth Holiday 	20 Juneteenth Holiday (Observed) 	21	22 DAFJ620-Close Dates for Eligible Docs prior to INAE	23 June 22 OSPA Preliminary Cutoff	24 Weekly Report Run	25
26 INAE Mar 22	27 June 22 OSPA Cutoff	28 June 22 OSPA Load SFMA	29 June 22 OSPA Post R1	30 Year End Rollover ADPICS 250 Report Run FY22 ENDS		

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
JULY 2022 (FM01/FY23)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 FY23 BEGINS SFMA Closed Year-End Rollover Verification – Open TBD Weekly Report Run	2
3	4 Independence Day 	5 June 22 CA Proof 1 Run	6	7 June 22 CA Proof 2 Run June 22 OSPA Preliminary Cutoff	8 June 22 CA Post Run Weekly Report Run	9
10	11 June 22 OSPA Cutoff	12 June 22 OSPA Load SFMA	13 June 22 OSPA Post R2	14	15 EOM Close June 22 (Mo12) Weekly Report Run	16
17	18 Run Warrant Expiration Programs Print Final DAFRXRR3 Report	19 ACFR Full Report Run	20 DAFJ620-Close Dates for Eligible Docs prior to INAE	21	22 July 22 OSPA Preliminary Cutoff Weekly Report Run	23
24 INAE Apr 22	25	26 July 22 OSPA Cutoff ACFR Full Report Run	27 July 22 OSPA Load	28 July 22 OSPA Post R1	29 ADPICS 250 Report Run Weekly Report Run	30
31						

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
AUGUST 2022 (FM02/FY23)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 ACFR Full Report Run	3	4	5 Mo13 – Soft Close July 22 OSPA Preliminary Cutoff Weekly Report Run	6
7	8	9 July 22 OSPA Cutoff ACFR Full Report Run	10 July 22 OSPA Load SFMA	11 July 22 OSPA Post R2	12 EOM Close 13/22 Weekly Report Run	13
14	15	16	17 DAFJ620-Close Dates for Eligible Docs prior to INAE	18 Receipt Table Archive	19 Weekly Report Run	20
21 INAE May 22	22	23 July 22 CA Proof 1 Run	24 Aug 22 OSPA Preliminary Cutoff	25 July 22 CA Proof 2 Run	26 Run Year End Close Program July 22 CA Post Run Aug 22 OSPA Cutoff Weekly Report Run	27
28	29 Aug 22 OSPA Load SFMA	30 Aug 22 OSPA Post R1	31 ADPICS 250 Report Run			



**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
SEPTEMBER 2022 (FM03/FY23)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 EOM Close July 22 Weekly Report Run	3
4	5 Labor Day Holiday 	6 Aug 22 CA Proof 1 Run	7 Aug 22 OSPA Preliminary Cutoff	8 Aug 22 CA Proof 2 Run	9 Aug 22 CA Post Run Aug 22 OSPA Cutoff Weekly Report Run	10
11	12 Aug 22 OSPA Load SFMA	13 Aug 22 OSPA Post R2	14	15	16 EOM Close Aug 22 Weekly Report Run	17
18	19	20	21 Doc Tracking Archive DAFJ620-Close Dates for Eligible Docs prior to INAE	22 Sep 22 OSPA Preliminary Cutoff	23 Weekly Report Run	24
25 INAE Jun 22	26 Sep 22 OSPA Cutoff	27 Sep 22 OSPA Load SFMA	28 Sep 22 OSPA Post R1	29	30 ADPICS 250 Report Run Weekly Report Run	

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
OCTOBER 2022 (FM04/FY23)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4 Sep 22 CA Proof 1 Run	5	6 Sep 22 CA Proof 2 Run Sep 22 OSPA Preliminary Cutoff	7 Sep 22 CA Post Run Weekly Report Run	8
9	10 Sep 22 OSPA Cutoff Columbus/Indigenous Peoples Day – Bank Holiday NOT State Holiday	11 Sep 22 OSPA Load SFMA	12 Sep 22 OSPA Post R2	13	14 EOM Close Sep 22 Print DAFR7940 Print DAFRNE40 Weekly Report Run	15
16	17	18	19 DAFJ620-Close Dates for Eligible Docs prior to INAE	20	21 ACPT Region Refresh Weekly Report Run	22
23 INAE 13/22 INAE July 22	24 Oct 22 OSPA Preliminary Cutoff	25	26 Oct 22 OSPA Cutoff	27 Oct 22 OSPA Load SFMA	28 Oct 22 OSPA Post R1 Weekly Report Run	29
30	31 Halloween ADPICS 250 Report Run 					




**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
NOVEMBER 2022 (FM05/FY23)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 SFMS User Group Meeting 9:00-11:00	2	3	4 Oct 22 OSPA Preliminary Cutoff Weekly Report Run	5
6 Daylight Saving Time Ends 	7	8 Oct 22 CA Proof 1 Run Oct 22 OSPA Cutoff	9 Oct 22 CA Proof 2 Run Oct 22 OSPA Load SFMA	10 Oct 22 CA Post Run Oct 22 OSPA Post R2 Weekly Report Run	11 Veteran's Day 	12
13	14	15	16 DAFJ620-Close Dates for Eligible Docs prior to INAE	17	18 EOM Close Oct 22 Print DAFR7940 Print DAFRNE40 Weekly Report Run	19
20 INAE Aug 22	21 Nov 22 OSPA Preliminary Cutoff	22	23 Nov 22 OSPA Cutoff Weekly Report Run	24 Thanksgiving Day Holiday 	25 State Employee Holiday NOT Bank Holiday	26
27	28 Nov 22 OSPA Load SFMA	29 Nov 22 OSPA Post R1	30 ADPICS 250 Report Run			

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
DECEMBER 2022 (FM06/FY23)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Cum Payment Purge	2 Weekly Report Run	3
4	5	6 Nov 22 CA Proof 1 Run	7 Nov 22 OSPA Preliminary Cutoff	8 Nov 22 CA Proof 2 Run	9 Nov 22 CA Post Run Nov 22 OSPA Cutoff Weekly Report Run	10
11	12 Nov 22 OSPA Load SFMA	13 Nov 22 OSPA Post R2	14 DAFJ620-Close Dates for Eligible Docs prior to INAE	15	16 EOM Close Nov 22 Weekly Report Run	17
18 INAE Sep 22	19	20	21	22 Dec 22 OSPA Preliminary Cutoff	23 Weekly Report Run	24
25 Christmas Day Holiday 	26 Christmas Day Holiday (Observed) 	27 Dec 22 OSPA Cutoff	28 Dec 22 OSPA Load SFMA	29 Dec 22 OSPA Post R1	30 Print DAFR7940 Print DAFRNE40 ADPICS 250 Report Run Weekly Report Run	31

**SFMA CALENDAR YEAR 2022
CLOSING SCHEDULES for AGENCIES
JANUARY 2023 (FM07/FY23)**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 New Year's Day 	2 New Year's Day (Observed) 	3 Dec 22 CA Proof 1 Run	4	5 Dec 22 CA Proof 2 Run Dec 22 OSPA Preliminary Cutoff	6 Dec 22 CA Post Run Weekly Report Run	7
8	9 Dec 22 OSPA Cutoff	10 Dec 22 OSPA Load SFMA	11 Dec 22 OSPA Post R2	12	13 EOM Close Dec 22 Print Final DAFR7940 Report Populates 43M Print Final DAFRNE40 Report Populates 43N Weekly Report Run	14
15	16 Martin Luther King Jr Holiday 	17 DAFRE099-Employees paid with 1099 reportable COBJ	18 DAFJ620-Close Dates for Eligible Docs prior to INAE	19 Final day for Agencies to submit 1099MISC/NEC Changes	20 Print 1099-MISC Print 1099-NEC Weekly Report Run	21
22 INAE Oct 22	23	24 Jan 23 OSPA Preliminary Cutoff	25	26 Jan 23 OSPA Cutoff	27 Jan 23 OSPA Load SFMA Weekly Report Run	28
29	30 File 1099-NEC Jan 23 OSPA Post R1	31 ADPICS 250 Report Run				