



# January 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>New Year's Day</b>	3	4	5	6 <b>Month end close</b> P-Card interface F and A encumbrance Reset a.m.	7 ASC, Risk Management and Netcom allocations
8	9	10	11	12 On-cycle payroll interface	13 P-Card interface F and A encumbrance Reset a.m.	14 ASC, Risk Management and Netcom allocations
15	16 <b>Martin Luther King Day</b>	17	18	19	20 P-Card interface F and A encumbrance Reset a.m.	21 ASC, Risk Management and Netcom allocations
22	23	24	25	26 On-cycle payroll interface	27 P-Card interface F and A encumbrance Reset a.m.	28 ASC, Risk Management and Netcom allocations
29	30	31				

### Items running Monday–Friday

- A/P check run.
- Cash receipting.
- Concur integrations.
- Facilities and administrative charges — post in real-time with expenses.
- Travel check run.