



National Finance Center Customer Notification

NFC's Christmas Day Holiday Schedule

December 11, 2018

Dear Customer:

In observance of the Christmas Day Holiday, the National Finance Center (NFC) will be closed on Tuesday, December 25, 2018, including the NFC Contact Center. All (NFC) applications will remain available during the holiday and payroll/personnel processing will continue as normally scheduled.

Due to the holiday on Tuesday, December 25, 2018, Pay Period 25, 2018, time and attendance reports can be transmitted as early as Friday, December 21, 2018, but should be submitted no later than close of business, Monday, December 24, 2018.

The first pass of PAYE for all databases will execute on Thursday, December 27, 2018. The second pass of PAYE for all databases will execute on Friday, December 28, 2018.

As always, the NFC Operations and Security Center (OSC) will be available 24 hours per day, 7 days per week at 1-800-767-9641, or via email to osc.etix@usda.gov.

Federal employees with questions concerning this notification should contact their Servicing Personnel Office. Authorized Agency representatives with questions concerning this notification should contact NFC's Contact Center at 1-855-632-4468, or via ServiceNow, or via ServiceNow Customer Service Portal (CSP).