



National Finance Center Customer Notification

Thanksgiving Day Holiday

November 12, 2021

Reference Number: NFC-1635868990

Dear Customer:

In observance of the Thanksgiving Day holiday, the National Finance Center (NFC) and the NFC Contact Center will be closed on Thursday, November 25, 2021. All NFC applications will remain available during the holiday and payroll/personnel processing will continue as normally scheduled.

Due to the holiday on Thursday, November 25, 2021, Pay Period 23, 2021 Time and Attendance reports can be transmitted as early as Friday, November 19, 2021, but should be submitted no later than close of business on Tuesday, November 23, 2021. The first PAYE pass for all databases will execute on Thursday, November 25, 2021. The second pass of PAYE for all databases will execute on Friday, November 26, 2021.

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

Authorized Agency representatives with questions concerning this notification should contact the NFC Contact Center at 1-855-632-4468 or the ServiceNow Customer Service Portal at:

- Federated ServiceNow users: <https://nfcerp.servicenowservices.com/>
- Non-Federated ServiceNow users: https://nfcerp.servicenowservices.com/sp_ess/