

## Thanksgiving Day Holiday Schedule

November 13, 2023

Reference Number: NFC - 1699537997

Dear Customer,

In observance of the Thanksgiving Day holiday, the National Finance Center (NFC) will be closed on Thursday, November 23, 2023, including the NFC Contact Center (NCC). 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 23, 2023, Pay Period 23, 2023 Time and Attendance reports can be transmitted as early as Friday, November 17, 2023, but should be submitted no later than close of business, Monday, November 20, 2023. The first Payroll Computation System (PAYE) pass for all databases will execute on Thursday, November 23, 2023. The second pass of PAYE for all databases will execute on Friday, November 24, 2023.

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 at [osc.etix@usda.gov](mailto:osc.etix@usda.gov).

Authorized Agency representatives with questions concerning this notification should contact the NFC Contact Center at 1-855-632-4468 or submit a request in the ServiceNow Customer Service Portal using the following links:

- Federated Users <https://nfcbsm.servicenowservices.com>
- Non-Federated Users [https://nfcbsm.servicenowservices.com/sp\\_ess](https://nfcbsm.servicenowservices.com/sp_ess)