

# January 2017

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
<p><b>1</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>2</b></p> <p>All HR/Payroll Responsibilities On</p> <p><b>UVa Holiday</b></p>	<p><b>3</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>4</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>5</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>6</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>7</b></p> <p>All HR/Payroll Responsibilities On</p>																																																																																																		
<p><b>8</b></p> <p>All HR/Payroll Responsibilities On</p> <p><b>BW PPE</b></p> <p>Sch Disabled @ 5:00pm -HR Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>9</b></p> <p>Out of System - HRMS Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>10</b></p> <p><b>BW Processing</b></p> <p>Out of System - HRMS Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>11</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>12</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>13</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>14</b></p> <p>All HR/Payroll Responsibilities On</p>																																																																																																		
<p><b>15</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>16</b></p> <p>All HR/Payroll Responsibilities On</p> <p><b>UVa Holiday</b></p>	<p><b>17</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>18</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>19</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>20</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>21</b></p> <p>All HR/Payroll Responsibilities On</p>																																																																																																		
<p><b>22</b></p> <p>All HR/Payroll Responsibilities On</p> <p><b>BW PPE</b></p> <p>Sch Disabled @ 5:00pm -HR Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>23</b></p> <p>Out of System - HRMS Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>24</b></p> <p><b>BW Processing</b></p> <p>Out of System - HRMS Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>25</b></p> <p>All HR/Payroll Responsibilities On</p> <p>Sch Disabled @ 5:00pm -HR Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>26</b></p> <p><b>Monthly Processing</b></p> <p>Out of System - HRMS Spec/Records Spec/Fac&amp;staff Reviewer</p>	<p><b>27</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>28</b></p> <p>All HR/Payroll Responsibilities On</p>																																																																																																		
<p><b>29</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>30</b></p> <p>All HR/Payroll Responsibilities On</p>	<p><b>31</b></p> <p>All HR/Payroll Responsibilities On</p>	<table border="1"> <thead> <tr> <th colspan="7">Dec 2016</th> <th colspan="7">Feb 2017</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> <td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td> </tr> <tr> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> <td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td> </tr> <tr> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> <td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td> </tr> <tr> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> <td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td> </tr> <tr> <td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td> <td>26</td><td>27</td><td>28</td><td></td><td></td><td></td><td></td> </tr> </tbody> </table>				Dec 2016							Feb 2017							S	M	T	W	T	F	S	S	M	T	W	T	F	S					1	2	3				1	2	3	4	4	5	6	7	8	9	10	5	6	7	8	9	10	11	11	12	13	14	15	16	17	12	13	14	15	16	17	18	18	19	20	21	22	23	24	19	20	21	22	23	24	25	25	26	27	28	29	30	31	26	27	28				
Dec 2016							Feb 2017																																																																																																	
S	M	T	W	T	F	S	S	M	T	W	T	F	S																																																																																											
				1	2	3				1	2	3	4																																																																																											
4	5	6	7	8	9	10	5	6	7	8	9	10	11																																																																																											
11	12	13	14	15	16	17	12	13	14	15	16	17	18																																																																																											
18	19	20	21	22	23	24	19	20	21	22	23	24	25																																																																																											
25	26	27	28	29	30	31	26	27	28																																																																																															