

# January 2007

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																															
	<b>1</b> ALL HR/ Payroll Resp. On <b>Holiday</b>	<b>2</b> ALL HR/ Payroll Resp. On Bi-weekly P.P.E.	<b>3</b> ALL HR/ Payroll Resp. On	<b>4</b> ALL HR/ Payroll Resp. On	<b>5</b> ALL HR/ Payroll Resp. On	<b>6</b> ALL HR/ Payroll Resp. On																																																																																																															
<b>7</b> ALL HR/ Payroll Resp. On Sch Disabled @ 5:00 - HRMS Specialist - Faculty Staff Reviewer Sch Disabled @ 5:00 p.m. Timekeepers	<b>8</b> Out of Sys HRMS Spec & Fac Staff Rev Timekeepers on 5:00 a.m. SM 12/25-1/9 BW 1/3-1/16	<b>9</b> Out of Sys HRMS Spec & Fac Staff Rev Sch Disabled @ 5:00 p.m. Timekeepers SM P.P.E.	<b>10</b> Out of Sys HRMS Spec & Fac Staff Rev Timekeepers on 5:00 a.m. SM 1/10-1/24 BW 1/3-1/16	<b>11</b> ALL HR/ Payroll Resp. On	<b>12</b> ALL HR/ Payroll Resp. On	<b>13</b> ALL HR/ Payroll Resp. On																																																																																																															
<b>14</b> ALL HR/ Payroll Resp. On	<b>15</b> ALL HR/ Payroll Resp. On <b>Holiday</b>	<b>16</b> ALL HR/ Payroll Resp. On Bi-weekly P.P.E.	<b>17</b> ALL HR/ Payroll Resp. On	<b>18</b> ALL HR/ Payroll Resp. On	<b>19</b> ALL HR/ Payroll Resp. On	<b>20</b> ALL HR/ Payroll Resp. On																																																																																																															
<b>21</b> ALL HR/ Payroll Resp. On Sch Disabled @ 5:00 - HRMS Specialist - Faculty Staff Reviewer Sch Disabled @ 5:00 p.m. Timekeepers	<b>22</b> Out of Sys HRMS Spec & Fac Staff Rev Timekeepers on 5:00 a.m. SM 1/25-2/9 BW 1/17-1/30	<b>23</b> ALL HR/ Payroll Resp. On	<b>24</b> ALL HR/ Payroll Resp. On Sch Disabled @ 5:00 - HRMS Specialist - Faculty Staff Reviewer SM & Mthly P.P.E.	<b>25</b> Out of Sys HRMS Spec & Fac Staff Rev Sch Disabled @ 5:00 p.m. Timekeepers	<b>26</b> Out of Sys HRMS Spec & Fac Staff Rev Timekeepers on 5:00 a.m. SM 1/25-2/9 BW 1/17-1/30	<b>27</b> ALL HR/ Payroll Resp. On																																																																																																															
<b>28</b> ALL HR/ Payroll Resp. On	<b>29</b> ALL HR/ Payroll Resp. On	<b>30</b> ALL HR/ Payroll Resp. On Bi-weekly P.P.E.	<b>31</b> ALL HR/ Payroll Resp. On	<table border="1"> <thead> <tr> <th colspan="7">Dec 2006</th> <th colspan="7">Feb 2007</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></td><td>1</td><td>2</td> <td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> </tr> <tr> <td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> </tr> <tr> <td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> </tr> <tr> <td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> </tr> <tr> <td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td> <td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td> </tr> <tr> <td>31</td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </tbody> </table>		Dec 2006							Feb 2007							S	M	T	W	T	F	S	S	M	T	W	T	F	S						1	2					1	2	3	3	4	5	6	7	8	9	4	5	6	7	8	9	10	10	11	12	13	14	15	16	11	12	13	14	15	16	17	17	18	19	20	21	22	23	18	19	20	21	22	23	24	24	25	26	27	28	29	30	25	26	27	28				31													
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