

# May 2016

## Monthly Planner

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