

December 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10 Last start date of 2023	11 Last day to submit PARs to MBC	12 Last NEO of 2023	13 Last day to approve and submit PAR forms to Employment	14 Last day for approved PARs to be entered into PeopleAdmin and submitted to HRIS reviewer by Noon	15 Last day for 1. NBE hire forms, 2. NBE onboarding and 3. ePAFs to be submitted and completed by Noon	16
17	18 Talent will have fully approved jobs posted by EOD. Winter closedown begins at 5:00PM	19 Winter Closedown Begins	20	21	22	23
24	25	26	27	28	29	30
31						