

ANNUAL GENERAL CALENDAR PLAN A

COMPREHENSIVE OVERVIEW FOR YEARLY PLANNING

Month	Event	Date	Location
January	Annual Kick-off Meeting	Jan 10	Company Headquarters
	Sales Strategy Review	Jan 25-27	Virtual
February	Product Development Workshop	Feb 7-8	Office Conference Room
	Marketing Campaign Launch	Feb 15	Online
March	Trade Show	Mar 5-7	Convention Center
	Team Building Activity	Mar 18	Offsite Park
April	Budget Planning Meeting	Apr 2-3	Office Boardroom
	Quarterly Financial Report Release	Apr 15	Company Website
May	Employee Recognition Ceremony	May 7	Hotel Ballroom
	Product Launch	May 20	Retail Stores
June	International Business Trip	Jun 12-17	Various Locations
	Employee Training Session	Jun 28	Office Training Room
July	Company Picnic	Jul 10	Local Park
	Mid-year Performance Review	Jul 17-19	Department Offices
August	Sales Conference	Aug 6-8	Conference Center
	Sustainability Awareness Campaign Launch	Aug 15	Social Media Platforms
September	Product Expo	Sep 10-12	Exhibition Hall
	Customer Feedback Survey	Sep 20-25	Online Surveys
October	Team Building Retreat	Oct 8-10	Resort and Spa
	Annual Diversity and Inclusion Seminar	Oct 23	Auditorium
November	Corporate Social Responsibility Volunteer Day	Nov 7	Local Community
	Leadership Development Workshop	Nov 15-16	Office Training Room
December	Year-end Celebration	Dec 15	Company Cafeteria
	Strategic Planning Meeting	Dec 27-29	Offsite Meeting Facility