

2023

APRIL /04

## NOTES

- Follow up on the supplies and venue for the team building by April 3.

- Inform all employees about the month-end evaluation by April 24.

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3 Department Meeting	4	5 Design Approval	6 National Tartan Day	7	8 Company Team Building
9 Easter Sunday	10	11	12	13	14	15
16	17 Admin Meeting	18 Tax Day	19	19	21	22
23	24	25	26 Administrative Professionals Day	27	28	29
30						