

	Tue 12/1	Wed 12/2	Thu 12/3
	8:30am - James Training @ NVMS		
9am			
10am	OGIS Oversight Review Pre-meeting @ OGIS Conference Room 9:30am - 10am		
	Staff Meeting @ OGIS Conference Room 10am - 11am		
11am	T/C with Carrie 11am - 12pm		
12pm			
1pm	Discuss Jan. 7 best practices event re: agency self-assessments 1pm - 2pm		
2pm			
3pm			
4pm			
5pm	(b) (6)		
6pm		(b) (6)	
7pm			

	Fri 12/4	Sat 12/5	Sun 12/6
	<div data-bbox="162 142 613 214">James Training @ NVMS</div> <div data-bbox="162 220 613 291">NG AWS</div>		
10am			
11am			
12pm			
1pm	<div data-bbox="162 787 613 861">Agenda Topics: Submission of Topics by Friday Before Each 1pm - 1:30pm</div>		
2pm			
3pm			
4pm			
5pm	<div data-bbox="162 1285 613 1438">(b) (6)</div>		
6pm			
7pm			
8pm			

	Mon 12/7	Tue 12/8	Wed 12/9
8am			
9am	<p>Weekly Update Meeting @ Director Holzer's Office 8:30am - 9am</p>	<p>(b) (6)</p>	
10am	<p>A Oversight Meeting @ Archives II - Room 3404 (Large Conference Room in Research Services Suite 3400) 10am - 12pm</p>	<p>Staff Meeting @ OGIS Conference Room 10am - 11am</p>	<p>Meeting: Cindy Cafaro - Department of Interior @ TBD 9:30am - 12pm</p>
11am			
12pm			
1pm			<p>CEB Leadership Effectiveness Survey Briefing @ A2 - 4340 (mini theater) 12:30pm - 2:30pm</p>
2pm			<p>COFO Monthly Meeting 1:30 PM (ET) @ Environmental Protection Agency, William Jefferson Clinton North, Conference</p>
3pm			<p>Meeting @ Director Holzer's Office 2:30pm - 3:30pm</p>
4pm			
5pm		<p>(b) (6)</p>	
6pm			<p>(b) (6)</p>
7pm			

	Thu 12/10	Fri 12/11	Sat 12/12
8am			
9am			
10am	<p>Metric Discussion with SP for OGIS, ISOO, and NDC @ A2-3600 Back-Conference room, A2-FRCP Go To Meeting - 1 10am - 11:30am</p>		
11am			
12pm	<p>OGIS Meeting @ Room 4200 11:30am - 12:30pm</p>		
1pm		<p>Agenda Topics: Submission of Topics by Friday Before Each 1pm - 1:30pm</p>	
2pm	<p>Discussion about USSS Assessment @ James's Office 1:30pm - 2pm</p>		
3pm			
4pm			
5pm		<p>(b) (6)</p>	
6pm			
7pm			

	Sun 12/13	Mon 12/14	Tue 12/15
7am			
8am		(b) (6)	TW 7:30am - 4pm
9am		Weekly Update Meeting @ 8:30am - 9am	
10am			OPM Webinar for Nov 9-10 Career SES Briefing Participants @ Webinar 10am - 12pm
11am			2015 Naturalization Ceremony @ Rotunda
12pm			
1pm			
2pm			
3pm			
4pm			
5pm			(b) (6)
6pm			

	Wed 12/16	Thu 12/17	Fri 12/18
			NG AWS
7am		Teresa Brady-Annual Leave Request 6:30am - 3pm	
8am	TW James 7:30am - 8:30am	TW James 7am - 10am	Teresa Brady - Annual Leave @ OGIS 7am - 3:30pm
9am	(b) (6)		T/W James 7am - 12:30pm
10am	TW James 10am - 4pm	A/L 10am - 12pm	
11am		FOIAonline meeting 10:30am - 11:30am	
12pm	Annual SES/SL Ethics Training - WDC Area @ Big Conference?	Office 12pm - 2pm	
1pm	TSA response to Recommendations @ OGIS		A/L James 12:30pm - 4pm
2pm			Agenda Topics: 1pm - 1:
3pm		A/L James 2pm - 4pm	
4pm			
5pm			(b) (6)
6pm - 7pm	Kaelyn Worship Practice		

	Sat 12/19	Sun 12/20	Mon 12/21
6am			
7am			Telework - James 7am - 5pm
8am			
9am			Weekly Update Meeting @ 8:30am - 9am
10am			
11am			
12pm			
1pm			Meet to talk testimony 1pm - 2pm
2pm			
3pm			
4pm			
5pm			

	Tue 12/22	Wed 12/23	Thu 12/24
8am			
9am	(b) (6)		
10am			
11am			
12pm			050 (Holiday Not Worked) 12pm - 4pm
1pm			
2pm	TSA-OGIS discussion re: FOIA compliance report @ Call in: 866- (b) (6) 2pm - 3pm		
3pm			
4pm			
5pm	(b) (6)		
6pm		(b) (6)	
7pm			

Fri 12/25

Sat 12/26

Sun 12/27

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

Holiday
7:30am - 4pm

Agenda Topics:
Submission of
1pm - 1:30pm

(b) (6)

Mon 12/28

Tue 12/29

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

Weekly Update Meeting @ Director Holzer's Office
8:30am - 9am

Staff Meeting @ OGIS Conference Room
10am - 11am

(b) (6)

(b) (6)

Wed 12/30

Thu 12/31

8am

NG AWS today since Friday is Holiday
8am - 9am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

(b) (6)

7pm