

SEPTEMBER 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 Last day to enter data into HabITS (COB)	3
4	5 LABOR DAY	6	7	8	9	10
11	12 PTrac opens for Annual FY16	13	14 HQ sends regions all flagged QA/QC and validation errors by COB	15	16	17
18	19	20 PTrac deadline for Regional Programs	21 RC deadline to return corrected or addressed errors to HQ by COB	22 HQ sends regions Discrepancy tables for PTrac and performance	23 RC deadline to review and correct unlocked PTrac discrepancies	24
25	26 HQ deadline to review/approve PTrac data	27	28	29	30 RD deadline to review/approve PTrac data PTrac closes	