

# WCG Calendar 2024

Date	Day	R		Holidays and Events	Training and Meetings	Deadline	TST - PCC	TST - BB	TPT
		T	W						
1/1/2024	Mon	4		New Years Late Start			-	-	
1/2/2024	Tue	4					Ping for Big 5	Ping for Big 5	EOY/PR Cleanup/Calls
1/3/2024	Wed	4			TMM	Ping for Big 5	Ping for Big 5	EOY/PR Cleanup/Calls	
1/4/2024	Thu	4				OFF	Ping for Big 5	EOY/PR Cleanup/TotT	
1/5/2024	Fri	4				Ping for Big 5	Ping for Big 5	EOY/PR Cleanup/Calls	
1/6/2024	Sat	4							
1/7/2024	Sun	4							
1/8/2024	Mon	3				1099 Data	OFF	Ping for Big 5	Prep
1/9/2024	Tue	3					Ping for Big 5	Ping for Big 5	Prep
1/10/2024	Wed	3			Tax Kickoff		Ping for Big 5	Ping for Big 5	Prep
1/11/2024	Thu	3					OFF	Ping for Big 5	Prep/TotT
1/12/2024	Fri	3					Ping for Big 5	Ping for Big 5	Prep
1/13/2024	Sat	3					Ping for Big 5	Ping for Big 5	Prep
1/14/2024	Sun	3							
1/15/2024	Mon	3					OFF	Build Binders/Ping Big 5	Prep
1/16/2024	Tue	3					Ping for Big 5	Build Binders/Ping Big 5	Prep
1/17/2024	Wed	3					Ping for Big 5	Build Binders/Audit PTE Greys	Prep
1/18/2024	Thu	3					OFF	Build Binders/Audit PTE Greys	Prep/MIE/ToT
1/19/2024	Fri	3					Ping for Big 5	Build Binders	Prep
1/20/2024	Sat	3							
1/21/2024	Sun	3					Binder Archving	Build Binders	Prep
1/22/2024	Mon	3					OFF	Build Binders	Prep
1/23/2024	Tue	3					UPDATE: No HYD Pings	Build Binders	Prep
1/24/2024	Wed	3					UPDATE: No HYD Pings	Build Binders	Prep
1/25/2024	Thu	3					OFF	Ping OH/Build Binders	Prep/MIE/ToT
1/26/2024	Fri	3					UPDATE: No HYD Pings	Build Binders	Prep
1/27/2024	Sat	3							
1/28/2024	Sun	3					Binder Archving	Build Binders	Prep
1/29/2024	Mon	3					OFF	Build Binders	Prep
1/30/2024	Tue	3					Ping HYD PTE Not Started	Build Binders/Audit PTE Greys	Prep
1/31/2024	Wed	3			AHM + MGR		Ping WAGS PTE No Status	Build Binders/Audit PTE Greys	Prep
2/1/2024	Thu	3					OFF	Ping OH/Build Binders	Prep/MIE/ToT
2/2/2024	Fri	3					Ping OTC	Build Binders	Prep
2/3/2024	Sat	3							
2/4/2024	Sun	3					Binder Archving	Build Binders	Prep
2/5/2024	Mon	3					OFF	Build Binders	Prep
2/6/2024	Tue	3					MYA PTE - Clear, Grey	Build Binders	Prep
2/7/2024	Wed	3			TMM		MYA PTE - Clear, Grey	Build Binders	Prep
2/8/2024	Thu	3		Superbowl 4:05			OFF	Ping OH/Build Binders	Prep/MIE/ToT
2/9/2024	Fri	3					MYA PTE/Filed OTC	Build Binders	Prep
2/10/2024	Sat	3							
2/11/2024	Sun	3		Superbowl Late Start			Binder Archving	Build Binders	Prep
2/12/2024	Mon	2				PTE Docs	OFF	Build Binders/Audit PTE Greys	Prep
2/13/2024	Tue	2					PTE EXT	Build Binders	Prep
2/14/2024	Wed	2			1040 Kickoff		PTE EXT	Build Binders	Prep
2/15/2024	Thu	2					OFF	Ping OH/Build Binders	Prep/MIE/ToT
2/16/2024	Fri	2					PTE EXT/OTC	Build Binders	Prep
2/17/2024	Sat	2							
2/18/2024	Sun	2					Binder Archving	Build Binders	Prep
2/19/2024	Mon	2					OFF	Build Binders	Prep + MIE
2/20/2024	Tue	2					HYD 1040 No Status & ICE	Build Binders	Prep
2/21/2024	Wed	2					HYD 1040 No Status	Build Binders	Prep
2/22/2024	Thu	2					OFF	Ping OH/Build Binders	Prep/MIE/ToT
2/23/2024	Fri	2					HYD 1040 No Status/OTC	Build Binders	Prep
2/24/2024	Sat	2							
2/25/2024	Sun	2					Binder Archving	Build Binders	Prep
2/26/2024	Mon	2				PTE MIE	OFF	Build Binders	Prep + MIE
2/27/2024	Tue	2					Ping 1040 Not started	Build Binders/Audit 1040 Greys	Prep
2/28/2024	Wed	2					Ping 1040 Not started	Build Binders/Audit 1040 Greys	Prep
2/29/2024	Thu	2					OFF	Ping OH/Build Binders	Prep/MIE/ToT
3/1/2024	Fri	2					Ping 1040 Not started	Build Binders	Prep
3/2/2024	Sat	2							
3/3/2024	Sun	2					Binder Archving	Build Binders	Prep

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Date	Day	R		Holidays and Events	Training and Meetings	Deadline	TST - PCC	TST - BB	TPT
		T	W						
3/4/2024	Mon	2					OFF	Ping PTE OTC/Build Binders	Prep + MIE
3/5/2024	Tue	2					Ping PTE OTC/MYA Ind	Build Binders	Prep
3/6/2024	Wed	2			TMM - tentative		Ping PTE OTC/MYA Ind	Build Binders	Prep
3/7/2024	Thu	2					OFF	Ping PTE OTC OH/Build Binders	Prep/MIE/ToT
3/8/2024	Fri	1				PTE GEM	Ping PTE OTC/MYA Ind	Build Binders	Prep
3/9/2024	Sat	1							
3/10/2024	Sun	1					Binder Archving	Build Binders	Prep
3/11/2024	Mon	1				C/1040 Docs	OFF	Build Binders	Prep + MIE
3/12/2024	Tue	1					Ping/Call PTE OTC	Build Binders/Audit 1040 Greys	Prep
3/13/2024	Wed	1					Ping/Call PTE OTC	Build Binders/Audit 1040 Greys	Prep
3/14/2024	Thu	1					OFF	Ping OH/Build Binders	Prep/MIE/ToT
3/15/2024	Fri	1		Fuzzy's		PTE TRs	Ping/Call PTE OTC	Build Binders	Prep
3/16/2024	Sat	2							
3/17/2024	Sun	2					Binder Archving	Build Binders	Prep
3/18/2024	Mon	2					OFF	Build Binders	Prep
3/19/2024	Tue	2					Ping OTC & Ind EXT	Build Binders	Prep
3/20/2024	Wed	2					Ping Ind EXT	Build Binders	Prep
3/21/2024	Thu	2					OFF	Ping OH/Build Binders	Prep/MIE/ToT
3/22/2024	Fri	2					Ping OTC & Ind EXT	Build Binders	Prep
3/23/2024	Sat	2							
3/24/2024	Sun	2					Binder Archving	Build Binders	Prep
3/25/2024	Mon	2				C/1040 MIE	OFF	Build Binders	Prep + MIE
3/26/2024	Tue	2					Ping OTC	Build Binders	Prep
3/27/2024	Wed	2			AHM			Build Binders	Prep
3/28/2024	Thu	2					OFF	Ping OH/Build Binders	Prep/MIE/ToT
3/29/2024	Fri	2					Ping OTC	Build Binders	Prep
3/30/2024	Sat	2							
3/31/2024	Sun	2					Binder Archving	Build Binders	Prep
4/1/2024	Mon	2					OFF	Build Binders	Prep + MIE
4/2/2024	Tue	2					Ping OTC, EXT Final &	Build Binders	Prep
4/3/2024	Wed	2			TMM - tentative		2024 Plan Data	Build Binders	Prep
4/4/2024	Thu	2					OFF	Ping OH/Build Binders	Prep/MIE/ToT
4/5/2024	Fri	2					Ping 1040 OTC	Build Binders	Prep
4/6/2024	Sat	2							
4/7/2024	Sun	2					Binder Archving	Build Binders	Prep
4/8/2024	Mon	1				C/1040 GEM	OFF	Emergency Binders/PCC Help	Prep + MIE
4/9/2024	Tue	1					Ping OTC + 2024 Plan Data	Emergency Binders/PCC Help	Prep
4/10/2024	Wed	1					Ping OTC + 2024 Plan Data	Emergency Binders/PCC Help	Prep
4/11/2024	Thu	1					OFF	Emergency Binders/PCC Help	Prep/MIE/ToT
4/12/2024	Fri	1					Ping OTC + 2024 Plan Data	Emergency Binders/PCC Help	Prep
4/13/2024	Sat	1							
4/14/2024	Sun	1					Binder Archving	Emergency Binders/PCC Help	Prep
4/15/2024	Mon	1		Fuzzy's 4:05		C/1040 TRs	PCC Dismissed	Cleanup	Emergency Prep
4/16/2024	Tue	5		Partial				Cleanup	Cleanup
4/17/2024	Wed	5		Closed				Off	Off
4/18/2024	Thu	5		Closed				Off	Off
4/19/2024	Fri	5		Closed				Off	Off
4/20/2024	Sat	5						Off	Off
4/21/2024	Sun	5						Off	Off
4/22/2024	Mon	5		Tax Team PTO				Off	Off
4/23/2024	Tue	5		Tax Team PTO				Off	Off
4/24/2024	Wed	5		Tax Team PTO				Off	Off
4/25/2024	Thu	5		Tax Team PTO				Off	Off
4/26/2024	Fri	5		Tax Team PTO				Off	Off
4/27/2024	Sat	5							
4/28/2024	Sun	5						Off	Off
4/29/2024	Mon	5						Cleanup/Ping OTCs	Cleanup
4/30/2024	Tue	5						Cleanup	Cleanup
5/1/2024	Wed	5			Post Mortem			Cleanup	Cleanup
5/2/2024	Thu	5						Cleanup	Cleanup
5/3/2024	Fri	5						Off	Off
5/4/2024	Sat	5							
5/5/2024	Sun	5						Off	Off

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Date	Day	R		Holidays and Events	Training and Meetings	Deadline	TST - PCC	TST - BB	TPT
		T	W						
5/6/2024	Mon	5						Mid-Season Archiving/Ping OTCs	TP Training
5/7/2024	Tue	5						Mid-Season Archiving	Tax Plans
5/8/2024	Wed	5						Mid-Season Archiving	Tax Plans
5/9/2024	Thu	5						Mid-Season Archiving	TotT
5/10/2024	Fri	5						Off	Off
5/11/2024	Sat	5						Off	Off
5/12/2024	Sun	5						Off	Off
5/13/2024	Mon	5						Mid-Season Archiving/Ping OTCs	Tax Plans
5/14/2024	Tue	5						Mid-Season Archiving	Tax Plans
5/15/2024	Wed	5						Mid-Season Archiving	Tax Plans
5/16/2024	Thu	5						Ping MIE Binders/MSA	TotT
5/17/2024	Fri	5						Off	Off
5/18/2024	Sat	5						Off	Off
5/19/2024	Sun	5						Off	Off
5/20/2024	Mon	4						Mid-Season Archiving/Ping OTCs	Tax Plans
5/21/2024	Tue	4						Mid-Season Archiving	Tax Plans
5/22/2024	Wed	4						Mid-Season Archiving	Tax Plans
5/23/2024	Thu	4						Mid-Season Archiving	TotT
5/24/2024	Fri	4		Memorial Day				Off	Off
5/25/2024	Sat	4						Off	Off
5/26/2024	Sun	4						Off	Off
5/27/2024	Mon	4		Memorial Day				Mid-Season Archiving/Ping OTCs	Tax Plans
5/28/2024	Tue	4						Mid-Season Archiving	Tax Plans
5/29/2024	Wed	4						Mid-Season Archiving	Tax Plans
5/30/2024	Thu	4						Ping MIE Binders/MSA	TotT
5/31/2024	Fri	4						Off	Off
6/1/2024	Sat	4						Off	Off
6/2/2024	Sun	4						Off	Off
6/3/2024	Mon	5						Ping OTCs	Tax Plans
6/4/2024	Tue	5						Build Binders	Tax Plans
6/5/2024	Wed	5			TMM			Build Binders	Tax Plans
6/6/2024	Thu	5						Build Binders	TotT
6/7/2024	Fri	5						Off	Off
6/8/2024	Sat	5						Off	Off
6/9/2024	Sun	5						Off	Off
6/10/2024	Mon	5						Ping OTCs	Tax Plans
6/11/2024	Tue	5						Build Binders	Tax Plans
6/12/2024	Wed	5						Build Binders	Tax Plans
6/13/2024	Thu	5						Ping OH Binders/Binders	TotT
6/14/2024	Fri	5						Off	Off
6/15/2024	Sat	5						Off	Off
6/16/2024	Sun	5						Off	Off
6/17/2024	Mon	5						Ping OTCs	Tax Plans
6/18/2024	Tue	5						Build Binders	Tax Plans
6/19/2024	Wed	5						Build Binders	Tax Plans
6/20/2024	Thu	5						Build Binders	TotT
6/21/2024	Fri	5						Off	Off
6/22/2024	Sat	5						Off	Off
6/23/2024	Sun	5						Off	Off
6/24/2024	Mon	5						Ping OTCs	Tax Plans
6/25/2024	Tue	5						Build Binders	Tax Plans
6/26/2024	Wed	5						Build Binders	Tax Plans
6/27/2024	Thu	5						Ping OH Binders/Binders	TotT
6/28/2024	Fri	5						Off	Off
6/29/2024	Sat	5						Off	Off
6/30/2024	Sun	5						Off	Off
7/1/2024	Mon	4						Ping OTCs	Tax Plans
7/2/2024	Tue	4						Build Binders	Tax Plans
7/3/2024	Wed	4			TMM			Build Binders	Tax Plans
7/4/2024	Thu	4		Independence				Off	Off
7/5/2024	Fri	4		Independence				Off	Off
7/6/2024	Sat	4						Off	Off
7/7/2024	Sun	4						Off	Off

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Date	Day	R		Holidays and Events	Training and Meetings	Deadline	TST - PCC	TST - BB	TPT
		T	W						
7/8/2024	Mon	5						Ping OTCs	Tax Plans
7/9/2024	Tue	5						Build Binders	Tax Plans
7/10/2024	Wed	5						Build Binders	Tax Plans
7/11/2024	Thu	5						Ping OH Binders/Binders	TotT
7/12/2024	Fri	5						Off	Off
7/13/2024	Sat	5						Off	Off
7/14/2024	Sun	5						Off	Off
7/15/2024	Mon	5						Ping Not Started PTE Binders	Tax Plans
7/16/2024	Tue	5						Build Binders	Tax Plans
7/17/2024	Wed	5						Build Binders	Tax Plans
7/18/2024	Thu	5						Build Binders	TotT
7/19/2024	Fri	5						Off	Off
7/20/2024	Sat	5						Off	Off
7/21/2024	Sun	5						Off	Off
7/22/2024	Mon	5						Ping NS PTE Binders/OTCs	Tax Plans
7/23/2024	Tue	5						Build Binders	Tax Plans
7/24/2024	Wed	5						Build Binders	Tax Plans
7/25/2024	Thu	5						Ping OH Binders/Binders	TotT
7/26/2024	Fri	5						Off	Off
7/27/2024	Sat	5						Off	Off
7/28/2024	Sun	5						Off	Off
7/29/2024	Mon	5						Ping Not Started PTE Binders	Tax Plans
7/30/2024	Tue	5						Build Binders	Tax Plans
7/31/2024	Wed	5			AHM + MGR			Build Binders	Tax Plans
8/1/2024	Thu	5						Ping PTE OH Binders/Binders	TotT
8/2/2024	Fri	5						Off	Off
8/3/2024	Sat	5						Off	Off
8/4/2024	Sun	5						Off	Off
8/5/2024	Mon	2				EXT PTE Docs		Ping NS PTE Binders/OTCs	Prep
8/6/2024	Tue	2						Build Binders	Prep
8/7/2024	Wed	2			TMM			Build Binders	Prep
8/8/2024	Thu	2						Ping OH Binders/Binders	Prep /MIE/TotT
8/9/2024	Fri	2						Off	Off
8/10/2024	Sat	2						Off	Off
8/11/2024	Sun	2						Off	Off
8/12/2024	Mon	2			Mini-Season K/O			Ping Not started 1040/C Binders	Prep
8/13/2024	Tue	2						Build Binders	Prep
8/14/2024	Wed	2						Build Binders	Prep
8/15/2024	Thu	2						Ping PTE OH Binders/Binders	Prep /MIE/TotT
8/16/2024	Fri	2						Build Binders	Prep
8/17/2024	Sat	2						Build Binders	Prep
8/18/2024	Sun	2						Build Binders	Prep
8/19/2024	Mon	2				EXT PTE MIE		Ping NS 1040/C Binders/OTCs	Prep
8/20/2024	Tue	2						Build Binders	Prep
8/21/2024	Wed	2						Build Binders	Prep
8/22/2024	Thu	2						Ping 1040/C OH Binders*/Binders	Prep /MIE/TotT
8/23/2024	Fri	2						Build Binders	Prep
8/24/2024	Sat	2						Build Binders	Prep
8/25/2024	Sun	2						Build Binders	Prep
8/26/2024	Mon	2						Ping Not started 1040/C Binders	Prep + PTE MIE
8/27/2024	Tue	2						Build Binders	Prep
8/28/2024	Wed	2						Build Binders	Prep
8/29/2024	Thu	2						Ping PTE OTCs/1040 OH Binders	Prep /MIE/TotT
8/30/2024	Fri	2		Labor Day				Off	Off
8/31/2024	Sat	2						Off	Off
9/1/2024	Sun	2						Off	Off
9/2/2024	Mon	2		Labor Day				Off	Off
9/3/2024	Tue	2				EXT C/1040 Docs		Ping NS 1040/C Binders/OTCs	Prep + PTE MIE
9/4/2024	Wed	2			TMM			Build Binders	Prep
9/5/2024	Thu	2						Ping PTE OTCs/1040 OH Binders	Prep /MIE/TotT
9/6/2024	Fri	2						Build Binders	Prep
9/7/2024	Sat	2						Build Binders	Prep
9/8/2024	Sun	2						Build Binders	Prep

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		T	W						
9/9/2024	Mon	1				EXT PTE GEM		Ping NS 1040/C Binders/OTCs	Prep + PTE MIE
9/10/2024	Tue	1						Build Binders	Prep
9/11/2024	Wed	1						Build Binders	Prep
9/12/2024	Thu	1						Ping PTE OTCs/1040 OH Binders	Prep /MIE/TotT
9/13/2024	Fri	1						Build Binders	Prep
9/14/2024	Sat	1							
9/15/2024	Sun	1						Build Binders	Prep
9/16/2024	Mon	1				EXT PTE TRs & EXT C/1040 MIE		Ping NS 1040/C Binders/OTCs	Prep
9/17/2024	Tue	2						Build Binders	Prep
9/18/2024	Wed	2						Build Binders	Prep
9/19/2024	Thu	2						Build Binders	Prep /MIE/TotT
9/20/2024	Fri	2						Build Binders	Prep
9/21/2024	Sat	2							
9/22/2024	Sun	2						Build Binders	Prep
9/23/2024	Mon	2						Ping OTCs	Prep + 1040 MIE
9/24/2024	Tue	2						Build Binders	Prep
9/25/2024	Wed	2			AHM			Build Binders	Prep
9/26/2024	Thu	2						Build Binders	Prep /MIE/TotT
9/27/2024	Fri	2						Build Binders	Prep
9/28/2024	Sat	2							
9/29/2024	Sun	2						Build Binders	Prep
9/30/2024	Mon	2						Ping OTCs	Prep + 1040 MIE
10/1/2024	Tue	2						Build Binders	Prep
10/2/2024	Wed	2			TMM			Build Binders	Prep
10/3/2024	Thu	2						Build Binders	Prep /MIE/TotT
10/4/2024	Fri	2						Build Binders	Prep
10/5/2024	Sat	2							
10/6/2024	Sun	2						Build Binders	Prep
10/7/2024	Mon	1						Ping OTCs	Prep + 1040 MIE
10/8/2024	Tue	1				EXT C/1040 GEM		Build Binders	Prep
10/9/2024	Wed	1						Build Binders	Prep
10/10/2024	Thu	1						Ping OTCs	Prep /MIE/TotT
10/11/2024	Fri	1						Build Binders	Prep
10/12/2024	Sat	1							
10/13/2024	Sun	1						Ping OTCs	Prep
10/14/2024	Mon	1						Ping OTCs	Prep
10/15/2024	Tue	1		Fuzzy's 4:05		EXT C/1040 TRs		Ping OTCs	Prep
10/16/2024	Wed	5		Partial				Cleanup	Cleanup
10/17/2024	Thu	5		Closed				Off	Off
10/18/2024	Fri	5		Closed				Off	Off
10/19/2024	Sat	5							
10/20/2024	Sun	5						Off	Off
10/21/2024	Mon	5						Cleanup	Cleanup
10/22/2024	Tue	5						Cleanup	Cleanup
10/23/2024	Wed	5						Archiving	Plan/EOY
10/24/2024	Thu	5						Archiving	Plan/EOY
10/25/2024	Fri	5						Off	Off
10/26/2024	Sat	5							
10/27/2024	Sun	5						Off	Off
10/28/2024	Mon	5						Archiving	Plan/EOY
10/29/2024	Tue	5						Archiving	Plan/EOY
10/30/2024	Wed	5			MGR			Archiving	Plan/EOY
10/31/2024	Thu	5						Archiving	Plan/EOY
11/1/2024	Fri	5						Off	Off
11/2/2024	Sat	5							
11/3/2024	Sun	5						Off	Off
11/4/2024	Mon	4						Archiving	Plan/EOY
11/5/2024	Tue	4						Archiving	Plan/EOY
11/6/2024	Wed	4			TMM			Archiving	Plan/EOY
11/7/2024	Thu	4						Archiving	Plan/EOY
11/8/2024	Fri	4						Archiving	Plan/EOY
11/9/2024	Sat	4							
11/10/2024	Sun	4						Off	Off

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		T	W						
11/11/2024	Mon	4						Archiving	Plan/EOY
11/12/2024	Tue	4						Archiving	Plan/EOY
11/13/2024	Wed	4						Archiving	Plan/EOY
11/14/2024	Thu	4						Archiving	Plan/EOY
11/15/2024	Fri	4						Archiving	Plan/EOY
11/16/2024	Sat	4							
11/17/2024	Sun	4						Off	Off
11/18/2024	Mon	4						Archiving	Plan/EOY
11/19/2024	Tue	4						Archiving	Plan/EOY
11/20/2024	Wed	4			AHM			Archiving	Plan/EOY
11/21/2024	Thu	4						Archiving	Plan/EOY
11/22/2024	Fri	4						Archiving	Plan/EOY
11/23/2024	Sat	4							
11/24/2024	Sun	4						Off	Off
11/25/2024	Mon	4						Archiving	Plan/EOY
11/26/2024	Tue	4						Archiving	Plan/EOY
11/27/2024	Wed	4		Thanksgiving				Off	Off
11/28/2024	Thu	4		Thanksgiving				Off	Off
11/29/2024	Fri	4		Thanksgiving				Off	Off
11/30/2024	Sat	4							
12/1/2024	Sun	4						Off	Off
12/2/2024	Mon	4						Archiving	Plan/EOY
12/3/2024	Tue	4						Archiving	Plan/EOY
12/4/2024	Wed	4						Archiving	Plan/EOY
12/5/2024	Thu	4						Archiving	Plan/EOY
12/6/2024	Fri	4						Archiving	Plan/EOY
12/7/2024	Sat	4							
12/8/2024	Sun	4						Off	Off
12/9/2024	Mon	4						Archiving	Plan/EOY
12/10/2024	Tue	4						Archiving	Plan/EOY
12/11/2024	Wed	4		Christmas Party	Slash Week			Archiving	Plan/EOY
12/12/2024	Thu	4			Slash Week			Archiving	Plan/EOY
12/13/2024	Fri	4						Archiving	Plan/EOY
12/14/2024	Sat	4							
12/15/2024	Sun	4						Off	Off
12/16/2024	Mon	4		First 45 Begins				Train TST PCC/BBSH	F30/EOY/2025 PR
12/17/2024	Tue	4						Train TST PCC/BBSH	F30/EOY/2025 PR
12/18/2024	Wed	4						Train TST PCC/BBSH	F30/EOY/2025 PR
12/19/2024	Thu	4						Train TST PCC/BBSH	F30/EOY/2025 PR
12/20/2024	Fri	4						Train TST PCC/BBSH	F30/EOY/2025 PR
12/21/2024	Sat	4							
12/22/2024	Sun	4						Off	Off
12/23/2024	Mon	4						Train TST PCC/BBSH	F30/EOY/2025 PR
12/24/2024	Tue	4		Christmas				Off	Off
12/25/2024	Wed	4		Christmas				Off	Off
12/26/2024	Thu	4		Christmas				Off	Off
12/27/2024	Fri	4						Train TST PCC/BBSH	F30/EOY/2025 PR
12/28/2024	Sat	4							
12/29/2024	Sun	4						Off	Off
12/30/2024	Mon	4							
12/31/2024	Tue	4		Partial					
1/1/2025	Wed	4		New Years Eve				Off	Off
1/2/2025	Thu	4							
1/3/2025	Fri	4							
1/4/2025	Sat	4							
1/5/2025	Sun	4							
1/6/2025	Mon	3							
1/7/2025	Tue	3							
1/8/2025	Wed	3							
1/9/2025	Thu	3							
1/10/2025	Fri	3							
1/11/2025	Sat	3							
1/12/2025	Sun	3							

## WCG Calendar 2024

Date	Day	R		Holidays and Events	Training and Meetings	Deadline	TST - PCC	TST - BB	TPT
		T	W						
1/13/2025	Mon	3							
1/14/2025	Tue	3							
1/15/2025	Wed	3							
1/16/2025	Thu	3							
1/17/2025	Fri	3							
1/18/2025	Sat	3							
1/19/2025	Sun	3							
1/20/2025	Mon	3							
1/21/2025	Tue	3							
1/22/2025	Wed	3							
1/23/2025	Thu	3							
1/24/2025	Fri	3							
1/25/2025	Sat	3							
1/26/2025	Sun	3							
1/27/2025	Mon	3							
1/28/2025	Tue	3							
1/29/2025	Wed	3							
1/30/2025	Thu	3							
1/31/2025	Fri	3							
2/1/2025	Sat	3							
2/2/2025	Sun	3							

## WCG TaxCons

### **TaxCon 1**

**Scenario:** After eFile cutoff and within one week of a tax filing deadline (March, April, September, and October)

**TA Open Calendar Space:** Restricted to tax return preparation and emergencies

**TS, TM, P Calendar Open Space:** Restricted to tax return reviews and emergencies

**RWA:** (for local employees): Not Permitted\*

**Blackout:** Time off requests rarely approved

### **TaxCon 2**

**Scenario:** Begins immediately after doc cutoff for PTEs (mid-February & mid-August) thru week prior to tax filing deadline

**TA, TS Open Calendar Space:** Three days and 8 hours per week

**TM, P Calendar Open Space:** Two days and 6 hours per week

**RWA:** (for local employees): Monday, Friday, Saturday or Sunday\*

**Blackout:** Time off requests rarely approved

### **TaxCon 3**

**Scenario:** January thru mid-February

**TA, TS Open Calendar Space:** Two days and 6 hours per week

**TM, P Calendar Open Space:** Three Days and 9 hours per week

**RWA:** (for local employees): Monday, Friday, Saturday or Sunday\*

**Blackout:** Time off requests might be approved but not until 48 hours prior

### **TaxCon 4**

**Scenario:** Planning / Onboarding season - Thanksgiving thru December

**TA, TS Open Calendar Space:** Two days and 6 hours per week

**TM, P Calendar Open Space:** Three days and 9 hours per week

**RWA:** (for local employees): Monday and Friday

### **TaxCon 5 (Normal Operations)**

**Scenario:** Any week where WCG is off on Friday's (mid-April - mid-August; mid-October - Thanksgiving)/Short week due to holiday

**TA Open Calendar Space:** Two days and 8 hours per week

**TS, TM, P Calendar Open Space:** Two days and 8 hours per week

**RWA:** (for local employees): Monday and Thursday, off on Friday

*\*HR based exceptions exist, please connect with Emily Marcol for further review if necessary*