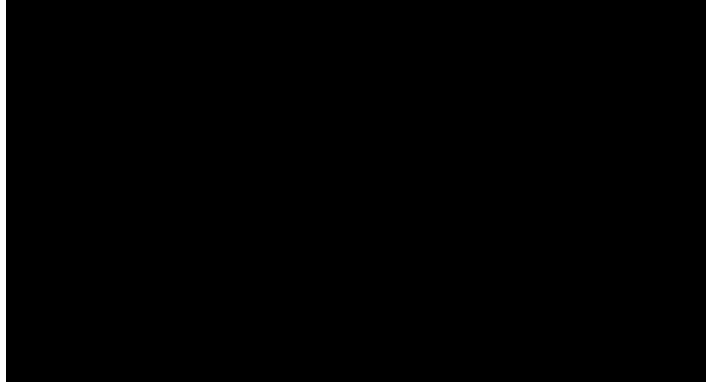


# November 27, 2023 - December 3, 2023

November 2023							December 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3 4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

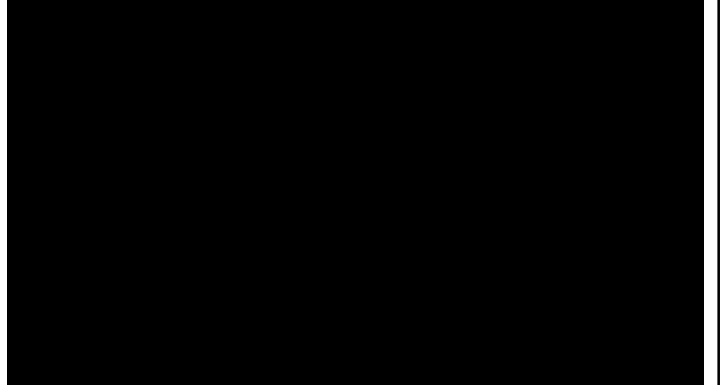
## Monday, November 27

Nonresponsive records (out of date range)



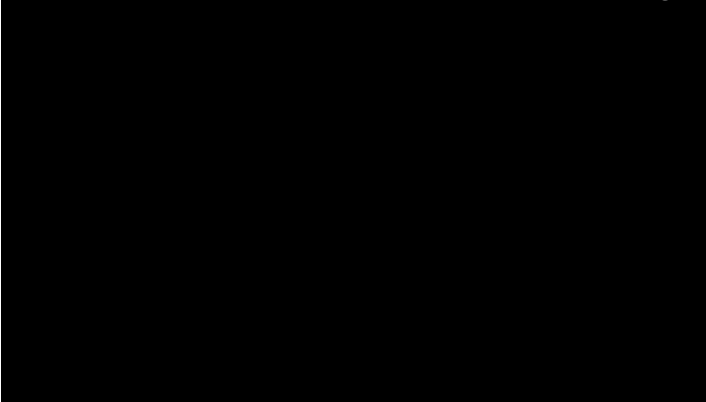
## Tuesday, November 28

Nonresponsive records (out of date range)



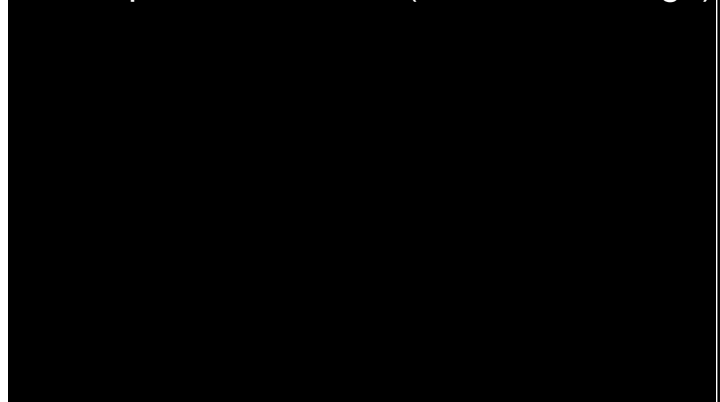
## Wednesday, November 29

Nonresponsive records (out of date range)



## Thursday, November 30

Nonresponsive records (out of date range)



## Friday, December 1

- CWS
- FY25 Passback
- 2:30pm - 3:00pm OGE/OMB Passback Call
- (b)(5) webconference access info
- (b)(5) webconference access - Cogen, Alyssa N. EOP/OMB

## Saturday, December 2

## Sunday, December 3

# December 4, 2023 - December 10, 2023

December 2023							January 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			
31													

## Monday, December 4

- 7:00am - 8:00am (b)(6) - personal
- 9:30am - 10:00am Check in - Shelley K. Finlayson
- 10:15am - 11:00am Check in - Shelley K. Finlayson
- 11:35am - 12:00pm Hold
- 1:30pm - 2:00pm Integrity Check-In (Update) (Microsoft Teams Meeting) - Integrity
- 2:30pm - 3:30pm Chip/Shelley Check In (Shelley's Office) - Dale A. Christopher
- 3:40pm - 4:40pm PCD Supervisors Meeting - Nicole Stein

## Tuesday, December 5

- 7:10am - 9:00am Review LA and Report
- 9:00am - 9:45am General Counsel Exchange Teleconference FY24 (Microsoft Teams Meeting) - General Counsel Exchange
- 10:00am - 11:00am Comms (Microsoft Teams Meeting) - Nicole Stein
- 11:00am - 11:30am 250 E St - OGE - Construction Progress Meetings (Site and Conference Call) - Mercy Berrios
- 12:00pm - 12:30pm DEIA Check-in (Microsoft Teams Meeting) - Dale A. Christopher
- 1:35pm - 2:25pm Supervisor Meeting (Microsoft Teams Meeting) - Shelley K. Finlayson
- 2:35pm - 3:35pm OGE Observance for National Disability Employment Awareness Month (Microsoft Teams Meeting) - David M. Levenson

## Wednesday, December 6

- 7:05am - 7:30am Register for session
- 7:35am - 8:00am Seal
- 9:00am - 9:30am Weekly Budget Review (Microsoft Teams Meeting) - Gilbert Carlson
- 10:15am - 11:30am Canceled: OGC Staff Meeting (Microsoft Teams Meeting) - Teresa L. Williamson
- 11:30am - 12:00pm Candidate Report (Microsoft Teams Meeting) - Deborah J. Bortot
- 12:30pm - 1:00pm Informal Gathering (Microsoft Teams Meeting) - Nicole Stein
- 1:00pm - 2:00pm Focused and Self-Assured: How Setting Goals
- 2:00pm - 3:00pm PCD meeting - PCD Calendar
- 2:00pm - 3:00pm PCD Staff Meeting (Microsoft Teams Meeting) -
- 3:30pm - 4:30pm Briefing on 2640 Proposed Rule (Microsoft Teams Meeting)
- 5:05pm - 5:30pm Hold

## Thursday, December 7

- 7:10am - 8:00am Documents/email
- 9:10am - 10:00am Office Hour
- 10:15am - 11:00am OGE Mgmt Move Status Updates (Microsoft Teams Meeting) - Gilbert Carlson
- 11:00am - 12:00pm PRA Forms Renewal Project (Microsoft Teams Meeting) - Deborah J. Bortot
- 12:05pm - 12:30pm Hold
- 1:10pm - 2:00pm Research/materials
- 2:00pm - 2:55pm Monday's event (Microsoft Teams Meeting) - Nicole Stein
- 3:15pm - 4:15pm NEW meeting invite for Leg Team (Microsoft Teams Meeting) - Jennifer Matis
- 4:00pm - 4:55pm Winter Quarterly GCX Executive Committee Meeting (Microsoft Teams Meeting) - Ethan Davies

## Friday, December 8

CWS

## Saturday, December 9

## Sunday, December 10

# December 11, 2023 - December 17, 2023

December 2023							January 2024							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
					1	2			1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	
24	25	26	27	28	29	30	28	29	30	31				
31														

## Monday, December 11

**Save the Date: All-hands Event at OGE** (1201 New York Avenue) - Dale A. Christopher

**9:30am - 2:30pm All-hands Event Invite for Distant Remote Workers** (Microsoft Teams Meeting) - Dale A. Christopher

**9:30am - 11:55am Supervisor's Meeting: All Hands** (Microsoft Teams Meeting) - Nicole Stein

**10:15am - 11:00am Check in** - Shelley K. Finlayson

**1:30pm - 2:00pm Integrity Check-In (Update)** (Microsoft Teams Meeting) - Integrity

## Tuesday, December 12

**8:10am - 9:00am Chip/Shelley Check In** (Shelley's Office) - Dale A. Christopher

**9:00am - 9:30am PCD Supervisors Meeting** - Nicole Stein

**9:30am - 10:00am Check in** - Shelley K. Finlayson

**10:00am - 11:00am Comms** (Microsoft Teams Meeting) - Nicole Stein

**10:30am - 11:30am GCLPD Manager's Meeting** (Microsoft Teams Meeting) - Seth Jaffe

**11:00am - 11:30am 250 E St - OGE - Construction Progress Meetings** (Site and Conference Call) - Mercy Berrios

**1:35pm - 2:25pm Supervisor Meeting** (Microsoft Teams Meeting) - Shelley K. Finlayson

**2:00pm - 3:00pm PIC-PIO Meeting**

**(b)(5) webconference access info**

**2:35pm - 3:00pm check in** (I'll call) - Shelley K. Finlayson

## Wednesday, December 13

**7:05am - 7:30am register for session**

**7:35am - 8:00am Email/document review**

**9:00am - 9:30am Weekly Budget Review** (Microsoft Teams Meeting) - Gilbert Carlson

**9:35am - 9:55am Summit - Save the Year** (Microsoft Teams Meeting)

**10:15am - 11:00am OGE Mgmt Move Status Updates** (Microsoft Teams Meeting) - Gilbert Carlson

**11:15am - 12:00pm Equity Team Meeting** - Nicole Stein

**12:30pm - 1:30pm SAGC Monthly Meeting** (Microsoft Teams Meeting) - Brianna Ingram

**1:00pm - 2:00pm New Year Premier: Gain Motivation to Create Habits That Stick**

**2:30pm - 3:00pm Prep meeting for Korea delegation** (Microsoft Teams Meeting) - Elizabeth D. Horton

**3:00pm - 4:00pm Nominee Philosophy LA** (Microsoft Teams Meeting)

## Thursday, December 14

**7:05am - 7:30am Send PCD award**

**7:40am - 8:30am Security training**

**8:35am - 9:00am Transition guide**

**9:00am - 9:50am Delegation preparation**

**10:00am - 11:30am CONFIRMED: Center for Presidential Transition Agency Transition Roundtable (Virtual)**

**12:30pm - 1:00pm Certify T&A**

**1:00pm - 1:55pm Election Readiness Monthly Meeting** (Microsoft Teams Meeting) - Nicole Stein

**2:00pm - 3:00pm An OGE Perspective on Legal Advisories, A Live Discussion** (Microsoft Teams Meeting) - Michele Worthington

**2:00pm - 3:00pm General Counsel Exchange Employment Law Subgroup Call** (Microsoft Teams Meeting) - General Counsel Exchange

**3:00pm - 4:00pm Meeting with Anti-Corruption and Civil Rights**

**4:30pm - 4:55pm Discuss edits** (Microsoft Teams Meeting) - Nicole

## Friday, December 15

**CWS**

**10:00am - 11:00am System Updates Meeting** (Microsoft Teams Meeting) - Tony Upson

**1:00pm - 2:00pm Pride in Federal Service Monthly Member Meeting** - Richmond, Orien

## Saturday, December 16

## Sunday, December 17

# December 18, 2023 - December 24, 2023

December 2023							January 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			
31													

## Monday, December 18

- 7:10am - 8:30am Review CBJ/APP
- 8:40am - 9:30am Doc review/email/staff
- 9:30am - 10:00am Check in - Shelley K. Finlayson
- 10:15am - 11:00am Check in - Shelley K. Finlayson
- 11:05am - 11:30am finalize next leadership note - Shelley K. Finlayson
- 11:30am - 11:55am Comms (Microsoft Teams Meeting) - Nicole Stein
  
- 1:00pm - 2:00pm OGE Full Year Review as of 11.30.23 (Microsoft Teams Meeting) - Shawna L. Cale
- 1:45pm - 2:15pm Integrity Check-In (Update) (Microsoft Teams Meeting) - Integrity
- 2:30pm - 3:30pm Chip/Shelley Check In (Shelley's Office) - Dale A. Christopher
- 3:40pm - 4:40pm PCD Supervisors Meeting - Nicole Stein

## Tuesday, December 19

- 7:05am - 7:30am LEF Page
- 7:40am - 9:00am Transition Guide
- 9:00am - 9:45am General Counsel Exchange Teleconference FY24 (Microsoft Teams Meeting) - General Counsel Exchange
- 10:00am - 12:00pm CIGIE Member Meeting (1750 H St NW (1750 H St NW, Washington, District of Columbia 20006)) - Andrew Cannarsa
  
- 10:05am - 10:30am Request leave
- 11:00am - 11:30am 250 E St - OGE - Construction Progress Meetings (Site and Conference Call ) - Mercy Berrios
- 1:35pm - 2:25pm Supervisor Meeting (Microsoft Teams Meeting) - Shelley K. Finlayson
- 2:15pm - 3:00pm Transition Guide (Microsoft Teams Meeting) - Heather A. Jones
- 3:35pm - 4:00pm Call on Nom

## Wednesday, December 20

- Approps language due to OMB
- 7:10am - 8:00am PCD agenda
- 8:05am - 8:30am Sign 2640 letters
- 9:00am - 9:30am Weekly Budget Review (Microsoft Teams Meeting) - Gilbert Carlson
- 10:05am - 10:30am Submit foreign travel notice
- 10:35am - 11:00am Leadership note
- 11:35am - 12:00pm Nominee LA
- 12:45pm - 1:10pm CBJ revisions
- 2:00pm - 3:00pm PCD Staff Meeting (Microsoft Teams Meeting) - Nicole Stein
- 3:05pm - 3:35pm Move to 250 E Street Monthly All-hands Meeting
- 4:05pm - 4:30pm Calendar

## Thursday, December 21

- Send email
- 7:10am - 8:00am Transition guide
- 8:30am - 9:30am PCD Office Hours
- 10:10am - 5:30pm A/L

## Friday, December 22

- CWS

## Saturday, December 23

## Sunday, December 24

- Christmas Eve (United States)

# December 25, 2023 - December 31, 2023

December 2023							January 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			
31													

## Monday, December 25

**Christmas Day** (United States)

## Tuesday, December 26

**12:00am A/L** →

**1:35pm - 2:25pm Supervisor Meeting** (Microsoft Teams Meeting) - Shelley K. Finlayson

## Wednesday, December 27

← A/L →

## Thursday, December 28

← 12:00am A/L →

## Friday, December 29

CWS

## Saturday, December 30

## Sunday, December 31

**New Year's Eve** (United States)