

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Comments
2024	Jan	01	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-01	2024-01-01	100%	
2024	Jan	02	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-02	2024-01-02	100%	
2024	Jan	03	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-03	2024-01-03	100%	
2024	Jan	04	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-04	2024-01-04	100%	
2024	Jan	05	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-05	2024-01-05	100%	
2024	Jan	06	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-06	2024-01-06	100%	
2024	Jan	07	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-07	2024-01-07	100%	
2024	Jan	08	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-08	2024-01-08	100%	
2024	Jan	09	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-09	2024-01-09	100%	
2024	Jan	10	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-10	2024-01-10	100%	
2024	Jan	11	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-11	2024-01-11	100%	
2024	Jan	12	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-12	2024-01-12	100%	
2024	Jan	13	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-13	2024-01-13	100%	
2024	Jan	14	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-14	2024-01-14	100%	
2024	Jan	15	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-15	2024-01-15	100%	
2024	Jan	16	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-16	2024-01-16	100%	
2024	Jan	17	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-17	2024-01-17	100%	
2024	Jan	18	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-18	2024-01-18	100%	
2024	Jan	19	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-19	2024-01-19	100%	
2024	Jan	20	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-20	2024-01-20	100%	
2024	Jan	21	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-21	2024-01-21	100%	
2024	Jan	22	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-22	2024-01-22	100%	
2024	Jan	23	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-23	2024-01-23	100%	
2024	Jan	24	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-24	2024-01-24	100%	
2024	Jan	25	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-25	2024-01-25	100%	
2024	Jan	26	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-26	2024-01-26	100%	
2024	Jan	27	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-27	2024-01-27	100%	
2024	Jan	28	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-28	2024-01-28	100%	
2024	Jan	29	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-29	2024-01-29	100%	
2024	Jan	30	14:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-30	2024-01-30	100%	
2024	Jan	31	09:00	Office	Meeting	1h	1	High	Completed	Weekly meeting	J. Doe	2024-01-31	2024-01-31	100%	

