NARO YEAR PLANNER FOR THE FINANCIAL YEAR 2015/16

Vision: A market-responsive, client-oriented, and demand-driven National Agricultural Research System

Mission: To generate and disseminate appropriate, safe and cost effective technologies

MONTH	JULY		AUGUST		SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER		JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE	
DAY/EVENT	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event	Day	Event
Sunday									1st												1st			
Monday									2nd						1st						2nd			
Tuesday									3rd	GPS -QGIS Training by the Micknight Foundation	1st	Parliamentary National Science Week			2nd	World Wetlands Day	1st	NARO Annual Review and Planning Meeting; Pan-African Grain Legume Research Conference; Lusaka-Zambia			3rd			
Wednesday	1st								4th	IRRI-NARO-GSR Meeting; Kampala, Uganda	2nd	Interviews for Support Staff			3rd		2nd				4th	Audit Committee	1st	Users Committee
Thursday	2nd						1st	MuZARDI Review & Planning Meeting	5th		3rd				4th		3rd				5th		2nd	
Friday	3rd						2nd	NaFIRRI Review & Planning Meeting	6th		4th	Special Meeting of the NARO Governing Council	1st	New Year	5th		4th		1st		6th	Top Management Meeting	3rd	Martyrs Day
Saturday	4th		1st				3rd		7th		5th		2nd		6th		5th		2nd		7th		4th	
Sunday	5th		2nd				4th		8th		6th		3rd		7th		6th		3rd		8th		5th	World Environment Day
Monday	6th		3rd				5th	NACORI Review & Planning Meeting	9th	Submission of NARO BFP to MAAIF & MOFPED	7th		4th		8th		7th		4th	Top Management Meeting; PARIs 3rd QTR Audit	9th		6th	
Tuesday	7th	National Agricultural Show	4th		1st	NAROSec Staff Retreat	6th	NARO Council Evaluation	10th		8th		5th		9th	Audit Committee Meeting	8th	Training Ms Dynamics (Solomon)	5th	Consolidation of NARO Nine Months Accounts 2015/16	10th		7th	
Wednesday	8th		5th	Top Management Meeting	2nd		7th	NaFORRI Review & Planning Meeting; Submission of PARI Q1 Peformance Reports	11th	Intellectual Property Rights Training for Scientists	9th	Procurement Planning and Management Training	6th		10th	Top Management Meeting	9th	Users Committee	6th		11th		8th	Top Management Meeting
Thursday	9th	National Agricultural Show	6th		3rd		8th	NaCRRI 3rd Biotec Essay Competetion Award Ceremony	12th	Development of Internal Audit Manual	10th		7th	Submission of PARI Q2 Peformance Reports	11th		10th	Top Management Meeting	7th	Submission of PARI Q3 Performance Reports	12th	Finance & HR Committee	9th	Heroes Day
Friday	10th		7th	NaCRRI Advisory Committee Meeting	4th		9th	Independence Day	13th		11th	Finance and HR Committee Meeting	8th		12th		11th	Science Committee meeting	8th		13th		10th	
Saturday	11th		8th		5th	Abi ZARDI Annual Stakeholders Meeting	10th		14th		12th		9th		13th		12th		9th		14th		11th	
Sunday	12th	National Agricultural Show	9th		6th		11th		15th		13th		10th		14th		13th		10th		15th		12th	
Monday	13th		10th	NARO Business Plan Workshop; NARO Annual A/c Consolidation	7th		12th	NaLIRRI Review & Planning meeting; African Crop Sceince Conference-Abuja, Nigeria; PARIs 1st QTR Audit	16th	Workshop/Training on Risk Profile Development	14th	Audit Committee Meeting	11th	Consolidation of NARO Bi-Annual Accounts 2015/2016; PARIs 2nd QTR Audit	15th	Training of Auditors IFMS	14th	Training Strengthening Financial Management Systems & Control (IFMS)	11th	Consolidation of NARO Nine Months Accounts 2015/16; PARIs 3rd QTR Audit	16th	Development of NARO Risk Register and Mitigation Plan	13th	
Tuesday	14th		11th	NARO Annual Accounts Consolidation; Human Resource End of Year Workshop	8th		13th	BugZARDI Review & Planning Meeting	17th		15th	Review of Internal Audit Workplan 15/16	12th		16th		15th		12th		17th		14th	
Wednesday	15th		12th		9th	Research Standards Meeting; 20th Certified Public Accountants Annual Seminar	14th	NaSARRI Review & Planning Meeting	18th	Finance & HR Committee; NAROSEc Heads of Units	16th	NaCRRI Advisory Committee Meeting	13th		17th	Second NARO Budget Committee Meeting	16th		13th		18th		15th	
Thursday	16th		13th		10th		15th	Nabuin ZARDI Review & Planning Meeting	19th	Science Committee Meeting	17th	NAROSec End of year Staff Meeting	14th		18th	National Election Day	17th		14th		19th	Training Committee Meeting	16th	NaSARRI Field Day
Friday	17th		14th		11th		16th	World Food Day (RwebiZARDI)	20th		18th	MUZARDI End of Year Staff Meeting; Abi ZARDI End of year Staff Meeting	15th		19th		18th	Abi ZARDI Advisory Committee Meeting	15th		20th	Science Committee	17th	Council Meeting; Abi ZARDI Advisory Committee Meeting
Saturday	18th		15th		12th		17th		21st	World Fisheries Day	19th		16th		20th		19th		16th		21st		18th	
Sunday	19th		16th		13th		18th		22nd		20th		17th		21st		20th		17th		22nd		19th	
Monday	20th	SOP Training for Scientists	17th	NARO Annual Accounts Consolidation	14th	Precooked Bean Project Annual Meeting (Kampala, Uganda); Interviews for Support staff (UR7-UR8) In Institutes	19th	Kachwekano ZARDI Review & Planning Meeting; Training on Managing Agricultural Research for Impact for NARO Top Executives; PARIs 1st QTR Audit	23rd	Bio-Science Conference	21st	Finance Officers Forum Q2 & Notification of Transfers of Finance Staff	18th	Consolidation of NARO Bi-Annual Accounts 2015/2016	22nd		21st		18th	Consolidation of NARO Nine Months Accounts 2015/16; Training Laboratory Management for Technicians	23rd	Training Strategic Human Resource Management	20th	Annual Internal Audit Retreat
Tuesday	21st		18th		15th		20th	Mbarara ZARDI Review & Planning Meeting	24th		22nd		19th		23rd	Science Committee	22nd	World Water Day	19th		24th		21st	
Wednesday	22nd		19th		16th		21st		25th		23rd		20th	NAROSec Annual Review and Planning Meeting	24th		23rd	Training MS Dynamics	20th		25th		22nd	
Thursday	23rd		20th		17th		22nd		26th	Training Committee Meeting	24th		21st		25th	Training Committee Meeting	24th		21st	Finance Officers Forum Q4	26th		23rd	
Friday	24th	Top Management Meeting	21st		18th		23rd	Bulindi ZARDI Review & Planning Meeting	27th	Commisioning of Cassava Regional Centre of Excellence Facilities; NaCRRI	25th	Christmas Day	22nd		26th	Special meeting of the NARO Council	25th	Good Friday	22nd	BUGADEF Show	27th		24th	
Saturday	25th		22nd		19th		24th		28th		26th	Boxing day	23rd		27th		26th		23rd		28th		25th	
Sunday	26th		23rd		20th		25th		29th		27th		24th		28th		27th	Easter	24th		29th		26th	
Monday	27th		24th	NARO Annual Accounts Consolidation	21st		26th	Abi ZARDI Review & Planning Meeting; Mbarara ZARDI Field Day	30th	NAROSEc Directorate Meetings	28th	Internal Audit Workplan 2016/17	25th	PARIs 2nd QTR Audit	29th	Pan-African Grain Legume Research Conference; Lusaka-Zambia	28th		25th		30th		27th	Final Preparation for the Jinja Agricultural Show and Trade fair 2016
Tuesday	28th	Evaluation of performance for PARI Directors	25th		22nd	Recruitment of Support Staff; Karamoja Agricultural Trade Fair	27th	Rwebitaba ZARDI Review & Planning Meeting; Mbarara ZARDI Annual Event; Development of DCS Workplan 2016/17			29th		26th	Liberation Day			29th		26th		31st		28th	
Wednesday	29th		26th		23rd	NARO Budget Committee Meeting; Abi ZARDI Sweetpotato Field Day	28th	Ngetta ZARDI Review & Planning Meeting			30th		27th	Training Value for money & Performance Audit; Intellectual Property Rights Training of NARO Scientists			30th		27th	Top Management Meeting			29th	
Thursday	30th		27th		24th		29th	NaCRRI Review & Planning Meeting			31st		28th				31st	Council Meeting	28th				30th	
Friday	31st	Extra Ordinary Meeting of the Council	28th		25th	Variety Release Meeting	30th	NARL Review & Planning Meeting					29th						29th					
Saturday			29th		26th		31st						30th						30th					
Sunday			30th		27th								31st											
Monday			31st	NAROSec Staff Retreat; Top Management Meeting	28th	NARO Business Plan Meeting																		
Tuesday					29th																			
Wednesday					30th	NARO Governing Council Meeting																		