

QUARTERLY REVIEW SCHEDULE

Fiscal Year 2024

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PERIOD	REVIEW FOCUS	KEY STAKEHOLDERS	DEADLINE	STATUS
Q1: Jan - Mar	Annual Kickoff & Budget Allocation	Executive Board, Dept. Heads	April 15	Complete
Q2: Apr - Jun	Mid-Year Performance Alignment	Operations, HR, Finance	July 15	In Progress
Q3: Jul - Sep	Market Expansion & Strategy Pivot	Marketing, R&D, Sales	October 15	Pending
Q4: Oct - Dec	Year-End Close & Next Year Planning	All Internal Divisions	January 15	Pending

REVIEW ACTION ITEMS & NOTES

1.

2.

3.

4.

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