

1st DRAFT - Planning and reporting schedule 2026 (January-June)

2026																			
	January 2026			February 2026			March 2026			April 2026			May 2026			June 2026			
Mon									30						1			Mon	
Tue									31						2	MTP 2026: comments and review (ED + Departments)		Tue	
Wed									1						3	MTP 2026: document to TMC (FAP)		Wed	
Thu	1	Annual closure							2	MTP 2026: feedback on the additional requests (Directorate)					4			Thu	
Fri	2	Annual closure							3	Good Friday		1	May Day		5			Fri	
Sat	3								4			2			6			Sat	
Sun	4		1			1			5			3			7			Sun	
Mon	5		2	APR 2025: Budget out-turn (FAP-ACC)		2	APR 2025: comments and review received (ED + Departments) MTP 2026: return of updated fact sheets (Departments)		6	Easter Monday		4			8			Mon	
Tue	6		3			3			7			5			9			Tue	
Wed	7		4			4			8			6			10	Publication of APR 2025 rev, MTP 2026, Scale of Contributions 2027, Preliminary information on CVI 2027		Wed	
Thu	8		5			5			9			7			11	AC MTP 2026 (2026pr) - version frozen		Thu	
Fri	9		6	(TBC) Int Bud 2026: upload of the first release into Qualiac (FAP)		6	APR 2025: APR final sent to TMC and FAP-ACC (FAP) Int Bud 2026: return of carry-forward (Departments)		10			8	MTP 2026 for SPC - version frozen		12	AC		Fri	
Sat	10		7			7			11			9			13			Sat	
Sun	11		8			8			12			10			14			Sun	
Mon	12		9			9	Int Bud 2026 after CF - version frozen		13			11	SPC: Draft MTP 2026		15			Mon	
Tue	13		10			10	MTP 2026 preparation		14	MTP 2026: draft document to DG and FHR director (FAP)		12	FC am: Draft MTP 2026		16			Tue	
Wed	14		11			11	Publication of APR 2025		15			13	Scale of Contribution 2027, Preliminary information on CVI 2027: document to TMC (FAP)		17			Wed	
Thu	15		12			12	MTP 2026: APT bottom up data updated + additional and DG requests submitted (Departments)		16			14	Ascension		18			Thu	
Fri	16	(TBC) Int Bud 2026: first release including DG reserve cut sent to Departments (FAP)	13			13	Int Bud 2026: upload of carry-forward (FAP)		17			15			19			Fri	
Sat	17		14			14			18			16			20			Sat	
Sun	18		15			15			19			17			21			Sun	
Mon	19	APR 2025: return of approved factsheets + additional info (Departments)	16			16			20	MTP 2026: draft document to ED (FAP)		18			22	SPC pm		Mon	
Tue	20	APR 2025 status and MTP 2026 planning	17			17	MTP 2026: summary of additional requests to Directorate (FAP)		21	MTP 2026: document to TMC (FAP)		19	Feedback SPC on the Draft MTP 2026		23	SPC am		Tue	
Wed	21		18			18			22			20			24	FC: MTP 2026, Scale of Contributions 2027, Preliminary information on CVI 2027		Wed	
Thu	22		19			19			23	MTP 2026: comments, review (ED+ Departments)		21			25	RC/CC		Thu	
Fri	23		20	Financial Statements 2025: Draft budget notes to ACC (FAP)		20			24			22	APR 2025: document to AC		26	OC		Fri	
Sat	24		21			21			25			23			27			Sat	
Sun	25		22			22			26			24			28			Sun	
Mon	26	MTP 2026: pre-filled fact sheets available in EPRCS (FAP)	23	APR 2025: draft document to DG and FHR Director (FAP)		23	SPC pm		27	Publication of Draft MTP 2026		25	Whit Monday		29			Mon	
Tue	27		24			24	SPC am		28	Int Bud 2026 before MTP - version frozen		26			30			Tue	
Wed	28	MTP 2026: template for additional and DG requests to departments (FAP)	25	APR 2025: draft document to ED (FAP) Int Bud 2026: carry forward proposal + last third of 2025 revenues sent to Departments (FAP)		25	FC: APR 2025		29			27			25			Wed	
Thu	29		26			26	RC		30			28			26			Thu	
Fri	30	(TBC) Int Bud 2026: return of first material release (Departments) (TBC) Int Bud 2026 before MR - version frozen	27			27	CC					29	RC: Updated Strategy adoption MTP 2026: revised document to DG and ED (FAP)		27			Fri	
Sat	31		28			28						30			28			Sat	
Sun						29						31			29			Sun	

School holidays (FR)

School holidays (GE)

Council week

Day off

DPOs meeting

1st DRAFT - Planning and reporting schedule 2026 (July-December)

2026													
July 2026		August 2026		September 2026		October 2026		November 2026		December 2026			
Mon			3					2				Mon	
Tue			4		1	Information on CVI 2027: document to TMC (FAP)		3		1		Tue	
Wed	1		5		2			4		2		Wed	
Thu	2		6		3		1	5	PRE 2026: update of Internal Budget 2026 (FAP)	3		Thu	
Fri	3		7		4		2	6	Final 2027 (2026pr) - version frozen Final 2027 Budget: indexation applied to Internal Budget 2026 (FAP) Final 2027 (2027pr) - version frozen	4	APR 2026: pre-filled fact sheets and additional information available in EPRCS (FAP)	Fri	
Sat	4		8		5		3	7		5		Sat	
Sun	5		9		6		4	8		6		Sun	
Mon	6		10		7		5	9	CVI 2027: document to TMC (FAP)	7	SPC pm	Mon	
Tue	7		11		8		6	10	Anything urgent to discuss before the year end	8	SPC am	Tue	
Wed	8		12		9	Publication of Information on CVI 2027	7	11		9	FC: Final 2027 Budget, CVI 2027	Wed	
Thu	9		13		10	Jeûne Genevois	8	12		10	RC/CC	Thu	
Fri	10		14		11		9	13	Final 2027 Budget: draft document to DG and FHR Director (FAP)	11	RCSt	Fri	
Sat	11		15		12		10	14		12		Sat	
Sun	12		16		13		11	15		13		Sun	
Mon	13		17		14		12	16		14	Int Bud 2026 - version frozen Int Bud 2027 - version created	Mon	
Tue	14		18		15		13	17		15		Tue	
Wed	15		19		16		14	18		16		Wed	
Thu	16		20		17		15	19	Final 2027 Budget: comments, review (DG, FHR Director)	17	Int Bud 2027: first release including DG reserve cut sent to Departments (FAP)	Thu	
Fri	17		21		18		16	20	PRE 2026 : return of a final distribution of material release -incl. revenues- by budget codes (Departments) Final 2027 Budget: document to TMC (FAP)	18		Fri	
Sat	18		22		19		17	21		19		Sat	
Sun	19		23		20		18	22		20		Sun	
Mon	20		24		21	SPC pm	19	23		21	Annual closure	Mon	
Tue	21		25		22	SPC am PRE 2026 and Final Budget 2027 preparation	20	24		22	Annual closure	Tue	
Wed	22		26		23	FC: Information on CVI 2027	21	25	Publication of Final 2027 Budget, CVI 2027	23	Annual closure	Wed	
Thu	23		27		24	RC	22	26		24	Annual closure	Thu	
Fri	24		28		25	CC	23	27		25	Annual closure	Fri	
Sat	25		29		26		24	28		26		Sat	
Sun	26		30		27		25	29		27		Sun	
Mon	27		31		28	PRE 2026: Excel template for materials release + summary of revenues from the first 8 months of the year sent to Departments (FAP) Int Bud 2026 before PRE - version frozen	26	30		28	Annual closure	Mon	
Tue	28				29		27			29	Annual closure	Tue	
Wed	29				30		28			30	Annual closure	Wed	
Thu	30						29			31	Annual closure	Thu	
Fri	31						30					Fri	
Sat	1						31					Sat	
Sun	2						1					Sun	