

MON	28 OCT	TUE	29 OCT	WED	30 OCT	THU	31 OCT	FRI	1 NOV	SAT	2 NOV
		<ul style="list-style-type: none"> <li>- MOTOR VEHICLES: REGISTER OF GAS CDUPDNS - C</li> </ul>				<ul style="list-style-type: none"> <li>- OCCUPATIONAL HEALTH AND SAFETY: MINUTES - C</li> <li>- FINANCE: EMERGENCY CASH PARCEL INSPECTION - B</li> <li>- FINANCE: RECONCILIATION PACKAGE - B</li> <li>- FINANCE: FINEX REPDRTS - B</li> </ul>		<ul style="list-style-type: none"> <li>- CURRENCY CONVERSION: EXCHANGE RATE SUMMARY REPORT BY HDM (MONTHLY) - B</li> <li>- CURRENCY CONVERSION: MONTHLY CURRENCY EXCHANGE RATE REPORT BY EMPLOYEES - B</li> <li>- LEAVE AND ATTENDANCE REPDRT - B</li> <li>- LES: PAY LISTS FOR LOCALLY-ENGAGED CANADIANS - B</li> <li>- MISSION REPORT - C</li> <li>- OVERTIME - B</li> </ul>		EVENING	
										<b>SUN</b>	<b>3 NOV</b>
EVENING		EVENING		EVENING		EVENING		EVENING		EVENING	

A - As required reports

B - Reports that ALL missions must provide on a regular basis

C - Reports that small missions are NOT expected to complete

D - Reports to be completed by the Hub