

| MON   | 28<br>DEC             | TUE     | 27<br>DEC | WED     | 28<br>DEC | THU     | 29<br>DEC | FRI   | 30<br>DEC                 | SAT | 31<br>DEC |
|---|-----------------------|---------|-----------|---------|-----------|---------|-----------|---|---------------------------|-----|-----------|
| CHRISTMAS<br>HOLIDAY  | BOXING DAY<br>HOLIDAY |         |           |         |           |         |           | <ul style="list-style-type: none"> <li>- SECURITY: HEAD GUARD'S OR SECURITY MANAGER'S REPORT - C</li> <li>- TELECOMMUNICATIONS: COCS EL QUARTERLY REPORT - C</li> <li>- FINANCE: REMITTANCE STATEMENT - D</li> <li>- FINANCE: FINANCIAL FORECAST - B</li> <li>- FINANCE: TELEGRAPHIC INPUT FINANCIAL DATA - D</li> <li>- OCCUPATIONAL HEALTH AND SAFETY: MINUTES - C</li> </ul> | EVENING                   |     |           |
|   |                       |         |           |         |           |         |           |   |                           |     | SUN       |
|   |                       |         |           |         |           |         |           |   | NEW YEAR'S<br>DAY         |     |           |
| EVENING   | EVENING               | EVENING | EVENING   | EVENING | EVENING   | EVENING | EVENING   | EVENING   |                           |     |           |
| <b>A = As required reports    B = Reports which ALL missions must provide on a regular basis    C = Reports which small missions are NOT expected to complete    D = Reports to be completed by the Hub</b> |                       |         |           |         |           |         |           |   |                           |     |           |
| DEPARTMENT OF FOREIGN AFFAIRS AND INTERNATIONAL TRADE   |                       |         |           |         |           | SKRA    |           |   | MISSION DIARY 1994 / 1995 |     |           |