

MON	29 NOV	TUE	30 NOV	WED	1 DEC	THU	2 DEC	FRI	3 DEC	SAT	4 DEC
		<ul style="list-style-type: none"> - OCCUPATIONAL HEALTH AND SAFETY: MINUTES - C - FINANCE: RECONCILIATION PACKAGE - B - FINANCE: FINEX REPORTS - B - FINANCE: EMERGENCY CASH PARCEL INSPECTION - B 		<ul style="list-style-type: none"> - CURRENCY CONVERSION: EXCHANGE RATE REPORTS (HOM - EMPLOYEES) - B - LEAVE AND ATTENDANCE REPORT - B - LES: PAY LISTS FOR LOCALLY-ENGAGED CANADIANS - B - OVERTIME - B 							
										EVENING	
										SUN	5 DEC
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