

SMALL MISSIONS

ANNEX B

REPORTS NO LONGER REQUIRED FROM SMALL MISSIONS

COMMUNICATION SERVICES EXPENDITURES
MONTHLY TRAFFIC REPORT
HOSPITALITY ANNUAL REPORT
MISSION INITIATIVE FUND
REPORT ON ACCEPTANCE OF TRANSPORTATION
AND ACCOMODATION BENEFITS
HOTELS-INFORMATION
INTERIOR PHOTOS AND FLOOR PLANS*
REPORT ON FIRST CLASS TRAVEL
OPERATING REPORT RECAP
OPERATIONAL RECORDS ON VEHICLES
ANNUAL RISK AND THREAT ASSESSMENT
MISSION PERIODIC RETURN
MISSION REPORT
CDCS EL QUARTERLY REPORT
CDCS EL TEST EQUIPMENT REPORT
CDCS TOOL INVENTORY REPORT
ASSESSMENT OF HONORARY CONSULS
ACCOUNTABILITY REPORT
PASSPORT ISSUE REPORT
DCCUPATIONAL HEALTH AND SAFETY
SECURITY MANAGER'S REPORT
EL TECHNICAL SECURITY EQUIPMENT INVENTORY
TECHNICAL SECURITY INSPECTION TRIP REPORT
TECHNICAL SECURITY QUARTERLY REPORTS

* to be eliminated for small missions without an MAO or a Community Coordinator

REPORTS WHICH CAN BE TRANSFERRED TO A HUB MISSION

subject to Geographic Branch decision

AUDIT OBSERVATION RESPONSES
COLLECTION OF SHELTER COSTS
REMITTANCE STATEMENT
MONTHLY MISSION FINANCIAL RETURN
TELEGRAPHIC INPUT DATA
APPLICATION FOR DEFICIENCY ADJUSTMENT
LIST OF EMPLOYEES AT MISSION ON APR 1

GGB

ABUJA
ADDIS ABABA
BAMAKO
CONAKRY
DAR ES SALAAM
DUBAI
JEDDA
JOHANNESBURG
KIGALI

KINSHASA
KUWAIT
LAGOS
LIBREVILLE
LUSAKA
MAPUTO
NIAMEY
OUAGADOUGOU
YAOUNDE

LIST OF MISSIONS

UGB

CINCINNATI
CLEVELAND
DAYTON
EL SIGUNDO
MIAMI
PITTSBURG
PRINCETON
SAN DIEGO
SAN FRANCISCO
SAN JUAN
SAN JOSE

IFB

PARIS UNESCO

RGB

ALMATY
BERLIN
BERNE
COPENHAGEN
DUBLIN
DUSSELDORF
HELSINKI
LYON
MILAN
MUNICH
RIGA
ST PETERSBURG
TALINN
VATICAN
VILNIUS
ZAGREB

LGB

GEORGETOWN
HAVANA
LA PAZ
MONTERREY
QUITO
SANTO DOMINGO
TEGUCIGALPA
OAS

PGB

AUCKLAND
BOMBAY
FUKUOKA
HANOI
KARACHI
KATHMANDU
NAGOYA
OSAKA
PHNOM PENH
SHANGHAI
SYDNEY
TAIPEI
WELLINGTON