

MON	29 AUG	TUE	30 AUG	WED	31 AUG	THU	1 SEPT	FRI	2 SEPT	SAT	3 SEPT	
				- OCCUPATIONAL HEALTH AND SAFETY: MINUTES - C		- FINANCE: VERIFICATION OF CASH ACCOUNT OR PETTY CASH ADVANCE - B - CURRENCY CONVERSION: MONTHLY REPORTS - B - LES: PAY LIST AND SALARY DEDUCTION SHEET FOR LOCALLY-ENGAGED CANADIANS - B - LEAVE AND ATTENDANCE REPORT - B - OVERTIME - B		- FINANCE: REMITTANCE STATEMENT - D - FINANCE: TELEGRAPHIC INPUT FINANCIAL DATA - D		EVENING		
												SUN
										EVENING		EVENING

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