

ITEM NO.	REPORT/SUBMISSION	FORMAT	SUBMISSION DATE (MISSION)	DATE DUE IN OTTAWA	TO: HQ AGENCY	REFERENCES	REMARKS
45.	Monthly Register of Passport Services	EXT 765				FM 23.12	See item 21 (i).
46.	<b>Motor Vehicles</b>						
	(a) Accident Report	Telegram/ EXT 253			MRMT	MM 9	As required.
	(b) Disposal	EXT 369			MRMC	MM 8 & 9	As required.
	(c) Local Insurance Confirmation	Telegram			MRMT	MM 9	Annual.
	(d) Operating Report Recap	Telegram or Letter	JUN 21	JUN 30	MRMT	MM 9	Annual.
	(e) Operational Records on Vehicles		Monthly		*N/A		*For mission records.
	(f) Questionnaire, Determination of Requirements	MM 9 Annex A			MRMT	MM 9	As required.
	(g) Receipt by Mission	Telegram			MRMT	MM 9	On receipt of vehicle at mission.
	(h) Register of Gas Coupons		Monthly		*N/A		*For mission records.
	(i) Registration Confirmation	Telegram			MRMT	MM 9	When licence issued by host country.
	(j) Vehicle Logs		Continuous		*N/A	MM 9	*For mission records.
47.	<b>Occupational Health and Safety</b>						
	(a) Minutes of the Occupational Health and Safety Committee	Letter or Telegram	20th of the month		ABEH		Monthly.
	(b) Reports of the Occupational Health and Safety Committee	Form LAB 499	MAR 1		ABEH	NJC agree- ment Vol 1 chap. 3-20 sect. 21	Annually.
48.	<b>Official Languages</b>						
	(a) Training and Expenditure Report	Letter or Telegram		MAR 31	ADL		Annual.