

MON	3 DEC	TUE	4 DEC	WED	5 DEC	THU	8 DEC	FRI	7 DEC	SAT	8 DEC
<ul style="list-style-type: none"> - FINANCE: VERIFICATION OF CASH ACCOUNT OR PETTY CASH ADVANCE - EXCHANGE RATE SUMMARY - IMMIGRATION: MONTHLY OPERATIONAL REPORT, REFUGEE PROCESSING REPORT - OVERTIME - MISSION REPORT - FOREIGN LANGUAGE TRAINING: EXPENDITURE REPORT 		<ul style="list-style-type: none"> - TELECOMMUNICATIONS: CERTIFICATE OF DESTRUCTION 				<ul style="list-style-type: none"> - CONSULAR: CONSULAR REPORT, REGISTRATIDN CARDS - FINANCE: MISSION FINANCIAL RETURN - TELECOMMUNICATIONS: TRAFFIC REPORT, COMMUNICATIONS EXPENDITURES - TOURISM: BUDGET EXPENDITURE REPORT 		<ul style="list-style-type: none"> - PASSPORTS: INVENTORY, REGISTER AND MDNTHLY REPORTS 			
EVENING		EVENING		EVENING		EVENING		EVENING		EVENING	

SUN 9 DEC