

MON	3 OCT	TUE	4 OCT	WED	5 OCT	THU	6 OCT	FRI	7 OCT	8 OCT
<ul style="list-style-type: none"> - CURRENCY CONVERSION: MONTHLY REPORTS - B - ACCOMMODATION: DEFICIENCY ADJUSTMENT, REVIEW BY HOM - A - LES: PAY LIST AND SALARY DEDUCTION SHEET FOR LOCALLY-ENGAGED CANADIANS - B - LEAVE AND ATTENDANCE REPORT - B - OVERTIME - B - TECHNICAL SECURITY: QUARTERLY REPORT - C 		<ul style="list-style-type: none"> - TECHNICAL SECURITY: CERTIFICATE OF DESTRUCTION - C 				<ul style="list-style-type: none"> - FINANCE: REMITTANCE STATEMENT - D - FINANCE: TELEGRAPHIC INPUT FINANCIAL DATA - D - CONSULAR: CONSULAR REPORT (COMIS) - B - PASSPORT: ACCOUNTABILITY REPORT - C - PASSPORT: MONTHLY REGISTER OF PASSPORT SERVICES - B - PASSPORT: LABEL INVENTORY AND RECORD OF ISSUES - B - PASSPORT: ISSUE REPORT - C - FINANCE: MONTHLY MISSION FINANCIAL RETURN - D 				
EVENING	EVENING	EVENING	EVENING	EVENING	EVENING	EVENING	EVENING	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										
DEPARTMENT OF FOREIGN AFFAIRS AND INTERNATIONAL TRADE						SKRA	MISSION DIARY 1994 / 1995			

EVENING

SUN	9 OCT
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