

| ITEM NO.                                  | REPORT/SUBMISSION                              | FORMAT                         | SUBMISSION DATE (MISSION)       | DATE DUE IN OTTAWA                     | TO: HQ AGENCY | REFERENCES           | REMARKS  |
|---|--|--------------------------------|---------------------------------|--|---------------|----------------------|--|
| 11.                                       | (b) Consular Report (Comis)                    | EXT 1064                       | 5th working day of each month   |  | OSMA          | CD-02/87<br>5 JAN 87 | Monthly.   |
|   | (c) Financial Assistance                       | EXT 35 &<br>EXT 454            |                                 |  | MFFT          | CI 3.6.3             | Monthly with monthly financial returns.  |
|   | (d) Honorary Consuls Reports                   | EXT 1327                       | 10th working day of the month   |  | ORCP          | CI 11                | Monthly. To be forwarded monthly through responsible mission.  |
|   | (e) Registration of Canadians (ROCA)           | Computer disk                  | Monthly                         |  | OSSE          | CI 12.4.9            | Monthly as required.   |
|   | <b>Cultural</b>                                |                                |                                 |  |               |                      |  |
|   | (a) Cultural Activity (All Missions)           | Letter or telegram             |                                 |  |               | BKA/Program Div      | Ad Hoc reports on all major cultural activities subsidized by the Department.  |
|   | (b) Cultural Activity – Cultural Centres, etc. | Letter                         | 1st week of OCT, JAN, APR, JUL  | 15th working day of OCT, JAN, APR, JUL |               | BKA/Program Div      | Telegram SCDF-185, 5 APR 82  |
| (c) Grants in Academic or Cultural Fields | Letter   | 1st working day of JAN and APR | 10th working day of JAN and APR |  | BAM/BKA/BKR   | Telegram             | List grants made at discretion of HOM or director of Cultural Centre under blanket authority (CV 617 and 618). Include name, address, Social Insurance Number (if Canadian for income tax purposes), Canadian dollar value and purpose of grant. Report expenditures under CV 618 to BKA and under CV 617 to BKR, both with copy to BAM. |