

MON	9 JAN	TUE	10 JAN	WED	11 JAN	THU	12 JAN	FRI	13 JAN	SAT	14 JAN
- CONSULAR: CONSULAR REPORT (COMIS) - <b>B</b>  - PASSPORT: ACCOUNTABILITY REPORT - <b>C</b>  - PASSPORT: MONTHLY REGISTER OF PASSPORT SERVICES - <b>B</b>  - PASSPORT: LABEL INVENTORY AND RECORD OF ISSUES - <b>B</b>  - PASSPORT: ISSUE REPORT - <b>C</b>  - FINANCE: MONTHLY MISSION FINANCIAL RETURN - <b>D</b>		- FINANCE: COLLECTION OF SHELTER COSTS - <b>D</b>						- FINANCE: REMITTANCE STATEMENT - <b>D</b>  - FINANCE: TELEGRAPHIC INPUT FINANCIAL DATA - <b>D</b>			
										EVENING	
										<b>SUN</b>	
										15 JAN	
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