

MON	29 MAR	TUE	30 MAR	WED	31 MAR	THU	1 APR	FRI	2 APR	SAT	3 APR
		— MOTOR VEHICLES: REGISTER OF GAS COUPONS - B		— NAFTA PROCUREMENT REPORTS - D — FINANCE: VERIFICATION AND CERTIFICATION OF ADVANCES - B — FINANCE: EMERGENCY CASH PARCEL - COUNT - B — FINANCE: RECONCILIATION PACKAGE - B — FINANCE: FINEX REPORTS - B — FINANCE: YEAR- END FINANCIAL REVIEW - B — OCCUPATIONAL HEALTH AND SAFETY: MINUTES - C		— CURRENCY CONVERSION: EXCHANGE RATE REPORTS (HOM - EMPLOYEES) - B — LEAVE AND ATTENDANCE REPORT - B — LES: PAY LISTS FOR LOCALLY-ENGAGED CANADIANS - B — OVERTIME - B — ACCOMMODATION: DEFICIENCY ADJUSTMENT, REVIEW BY HOM - A — EDUCATION ALLOWANCE: DOCUMENTATION REQUIRED TO ESTABLISH MISSION EDUCATION CEILING - A			GOOD FRIDAY		
										EVENING	
										SUN	4 APR
										EASTER SUNDAY	
EVENING		EVENING		EVENING		EVENING		EVENING		EVENING	

A = As required reports

B = Reports that ALL missions must provide on a regular basis

C = Reports that small missions are NOT expected to complete D = Reports to be completed by the Hub