

MON	31 AUG	TUE	1 SEPT	WED	2 SEPT	THU	3 SEPT	FRI	4 SEPT	SAT	5 SEPT
<ul style="list-style-type: none"> <li>— OCCUPATIONAL HEALTH AND SAFETY: MINUTES</li> <li>— LEAVE AND MONTHLY ATTENOANCE REPORT</li> </ul>	<ul style="list-style-type: none"> <li>— CURRENCY CONVERSION: EXCHANGE RATE SUMMARY</li> <li>— FINANCE: VERIFICATION OF CASH ACCOUNT OR PETTY CASH ADVANCE</li> <li>— LES: DEDUCTION SHEETS</li> <li>— IMMIGRATION: MONTHLY OPERATIONAL REPORT</li> <li>— OVERTIME</li> <li>— TOURISM: BUOGET EXPENDITURE REPORT</li> </ul>			<ul style="list-style-type: none"> <li>— TELECOMMUNICATIONS: CERTIFICATE OF DESTRUCTION</li> </ul>		<ul style="list-style-type: none"> <li>— FINANCE: REMITTANCE STATEMENT</li> <li>— FINANCE: TELEGRAPHIC INPUT DATA</li> </ul>					
										EVENING	
										<b>SUN</b>	6 SEPT
EVENING	EVENING	EVENING		EVENING		EVENING		EVENING			