

MON	31 JAN	TUE	1 FEB	WED	2 FEB	THU	3 FEB	FRI	4 FEB	SAT	5 FEB
		<ul style="list-style-type: none"> - CURRENCY CONVERSION: EXCHANGE RATE REPORTS (HOM - EMPLOYEES) - B - LEAVE AND ATTENDANCE REPORT - B - LES: PAY LISTS FOR LOCALLY-ENGAGED CANADIANS - B - OVERTIME - B - OCCUPATIONAL HEALTH AND SAFETY: COMMITTEE REPORTS - C 									
										EVENING-	
										SUN	6 FEB
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											
DEPARTMENT OF FOREIGN AFFAIRS AND INTERNATIONAL TRADE				SMP/SXC				MISSION DIARY 1999 / 2000			