MON 3 APR	TUE 4 APR	WED 5 APR	THU 6 APR	FRI 7 APR	SAT 8 APR
– TECHNICAL SECURITY: QUARTERLY REPORT - **C** – CURRENCY CONVERSION: MONTHLY REPORTS - **B** – LES: PAY LIST AND SALARY DEDUCTION SHEET FDR LOCALLY-ENGAGED CANADIANS - **B** – LEAVE AND ATTENDANCE REPORT - **B** – OVERTIME - **B**		– TECHNICAL SECURITY: CERTIFICATE OF DESTRUCTION - **C** – EDUCATION ALLOWANCE: POST EDUCATION CEILING - **A** – ACCOMMODATION: DEFICIENCY ADJUSTMENT, REVIEW BY HOM - **A** – ACCOMMODATION: LIST OF EMPLOYEES AND OF OCCUPIED SQs AND CERTIFICATION BY HOM - **D**		– FINANCE: REMITTANCE STATEMENT - **D** – FINANCE: TELEGRAPHIC INPUT FINANCIAL DATA - **D** – CONSULAR: CONSULAR REPORT (COMIS) - **B** – PASSPORT: ACCOUNTABILITY REPORT - **C** – PASSPORT: MONTHLY REGISTER OF PASSPORT SERVICES - **B** – PASSPORT: LABEL INVENTORY AND RECORD OF ISSUES - **B** – PASSPORT: ISSUE REPORT - **C** – FINANCE: MONTHLY MISSION FINANCIAL RETURN - **D**	EVENING **SUN 9 APR**
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