

BY

1501 - Deputy Head



10 Mission Personnel1500 - House Rental - Electricity - water

Per month 6 Months

- 1501 - Deputy - Head of Mission  
 1502 - Administrative Secretary  
 1503 - Education Officer  
 1504 - Finance Officer  
 1505 - Personal Secretary  
 1599 - Total

10000/=	60000/=
10000/=	60000/=
10000/=	60000/=
10000/=	60000/=
10000/=	60000/=

1600 - Local Recruited Support Staffs

- 1601 - Receptionist/copy Typist  
 1602 - Office Messenger  
 1603 - Insurances (Medical)

20 Mission Office2100 - Utilities - (Electricity/Water)

- 2101 - Electricity  
 2102 - Water  
 2199 - Total

2000/=	12000/=
1000/=	6000/=

2200 - Expandable Equipment Component

- 2201 - Stationaries i.e envelopes, letter heads, carbons, etc: 8000/=

- 2202 - Typewriter/Word processes, software ie. disks, tapes, etc 5000/=

2300 - Non - Expendable EquipmentK.ShK.Sh

- 2301 - Typewriter (IBM/Xerox with meaning)  
 2302 - Word Processor  
 2303 - Desk Top Calculator  
 2304 - Photo copier  
 2305 - Shredder  
 2306 - Bomb Detector  
 2307 - Vacuum Cleaner  
 2308 - Unspecified  
 2399 - Total

40000/=
30000/=
20000/=
200000/=
12000/=
6000/=
20000/=

2400 - Operation and Maintenance of Equipment

- 2401 - Maintenance and running costs of word processes, Typewriter Copier  
 2402 - Rental and maintenance of other office equipment: Telex machine, etc  
 2403 - Unspecified  
 2499 - Total

6000/=
3000/=
10000/=

2500 - Sundry

- 2501 - Postage and telex transmissions  
 2502 - Port/Post Office/Airport clearance charges:  
 2503 - Other Unspecified  
 2504 - Hospitality, Entertainment/ National Days

30000/=
10000/=
5000/=
30000/=

30 - Local Transport and Travel on Mission3100 - Vehicle Maintenance

- 3001 - Running costs petrol, spares, repairs  
 3002 - Insurance on Vehicles

40000/=
36000/=

- 3200 - Travel of Mission of Personal Official Business and consultations

60000/=
80000/=

- 3200 - Transit expenses for A.N.C - members