

communications.

For the most part the flow of information between sections and particularly between the two Divisions is irregular. Employees have had to rely on their own informal system and personal initiatives to keep informed. In early January, 1974 one Section within the Bureau held a formal meeting, chaired by the Director, which for one employee with eight months' service in Bureau was the first meeting she had attended. Other could not recall ever having attended a previous Section or Division meeting.

To build a vibrant organization the Director General will have to create an environment to facilitate harmonious interrelationships. The initial step in this process could take the form of regularly scheduled meetings, on a monthly basis, with the Division Directors to discuss the activities of the Bureau and of each Division. This would not only promote a better spirit of cooperation between the two Directors but would insure that each was not working in isolation or perhaps even duplicating efforts. Consideration could also be given to the formation of a Management Committee, made up of the same group and chaired by the Director General. A beneficial off-shoot of these meetings would hopefully be Division and Section meetings, on a less frequent basis, to keep all employees apprised of activities within the Divisions and Bureau. The Director General should consider the impact his presence would have on the unity of the Bureau if he saw fit to periodically attend and participate in Division meetings. Establishing a strong communications network is one of the essential