

personnel. The committee will look at such elements as revision of performance assessment, identification of personnel with high potential, CAP, Interchange Canada, the departmental training program, etc.

3. Strengthening the role and management of locally-engaged staff including:
 - o Devolving authority to Heads of Mission to approve job classifications and compensation, as well as for the application for disciplinary sanctions, including discharge by 1991/92;
 - o Expanding training of LES, especially developmental training;
 - o Developing a special rewards and recognition program for LES, and delegate authority for it to Heads of Mission;
 - o Authorizing Heads of Mission to make wider use of term appointments for commercial officers and other senior LES;
 - o Revising and updating the benchmark position descriptions used in the locally-engaged classification standard.

4. Revising and simplifying appraisal forms for all rotational groups.

Elements to be reviewed include:

- o description of responsibilities/environment;
- o potential/overall assessment;
- o accountability for:
 - timeliness and quality of Appraisal Report submissions,
 - official languages,
 - security concerns,
 - training,
 - employment equity,
 - LES management/supervision,
 - (delegated) Foreign Service Directives management
- o definitions of rating factors;
- o instructions to rating officers/employees;
- o appropriateness of factors;
- o examination of the role/input of reviewing officer/employee & headquarters;
- o scoring.