

Co-operation and Development (OECD) (Paris), Mutual and Balanced Force Reduction Talks (MBFR) (Vienna);

- (o) *Canadian delegation to:* Multilateral Trade Negotiations (MTN) (Geneva);
- (p) *Canadian observer mission to:* Organization of American States (OAS) (Washington);
- (q) *Canadian mission (resident in Brussels) to the European Communities:* European Economic Community (EEC), European Atomic Energy Agency (Euratom), European Coal and Steel Community (ECSC).

## **Functions of the Department**

The main functions of the Department of External Affairs are:

- (a) The supervision of relations between Canada and other countries and of Canadian participation in international organizations; the protection and promotion of Canadian interests abroad;
- (b) the collection, collation and evaluation of information regarding developments likely to affect Canada's international relations;
- (c) correspondence with other governments and their representatives in Canada;
- (d) the negotiation and conclusion of treaties and other international agreements;
- (e) the representation of Canada in foreign countries and at international conferences;
- (f) assistance to Canadians travelling abroad;
- (g) the reflection abroad of the creativity and quality of Canadian learning and culture.

## **Organization in Ottawa**

The headquarters organization of the Department of External Affairs is designed to ensure strength and flexibility, and to encourage the closest possible co-ordination between the discharge of operational responsibilities and the continuous development of the policy framework within which operations must be conducted.

The Under-Secretary bears general responsibility for departmental policy and operations. With seven Assistant Under-Secretaries, he and the Associate Under-Secretary form a team responsible for