

## SOME WORDS OF CAUTION

Whenever you deal with complex subjects in colloquial terms, it is virtually impossible to cover every detail and nuance. This handbook attempts to provide a broad explanation of the FSDs in layman's language rather than "legalese". In an effort to meet the most general concerns of the widest user group, some provisions and guidelines of the Directives have been addressed to a greater extent than others. While the advice herein is as accurate and current as possible, the contents do not have any legal authority whatsoever. Employees are therefore advised to use the handbook in conjunction with the official text of the Directives, Treasury Board Transmittal letters, and related Authorities and not as a substitute.

### Applicable To Divorced Or Legally Separated Employees

Allowances, benefits and entitlements normally authorized for accompanied employees and their dependents may be very limited or not applicable in cases where family members are living apart either voluntarily or pursuant to Court-imposed arrangements. Employees in this situation are advised to seek special counselling from their Assignment Officer and the relevant Headquarters sections prior to departure.

### Definitions

Except where otherwise stated, the definitions in FSD 2 apply to this Handbook. For the sake of editorial clarity the term "Ottawa", as it applies to Career Foreign Service Employees, is synonymous with "headquarters" as defined in FSD 2.01(p).

### Use of Figures and Tables

Certain charts and tabulated data found in the Directives have been reproduced herein to provide continuity. Other illustrations have been created to consolidate information, provide examples and facilitate understanding. Employees should note that the dollar amounts used will change periodically. The Schedule to Foreign Service Directives and Meal Rates, published monthly, should be consulted for up to date information.

### Perpetuity

This Handbook is an experiment in enhanced communication. The Department intends to review its contents as experience with the new Directives unfolds and to publish an updated version. Employees and their spouses are invited to send their suggestions to the Staff Relations and Compensation Division (APR).