

involve under one percent of the total population of the diplomatic community in Canada during the past five years. As the Department has received access requests for this, and other related information, it is currently being prepared for release and vetted for privacy considerations. The standard procedures followed by the Office of Protocol in cases other than impaired driving have been reviewed and found to be satisfactory, albeit not articulated in writing. These standard procedures will now be spelled out in writing but, in view of the range and complexity of cases, full consultations with the responsible federal, provincial and municipal authorities will be required before the exercise can be completed.

### **Issues Raised and Actions Taken and Recommended**

The following systemic shortcomings in the Department's procedures have been identified and the following actions have been taken to rectify them:

**(1) Issue:** Neither the Department's record keeping nor accountability and reporting relationships enabled it to follow an emerging pattern of misbehaviour on the part of foreign diplomats based in Canada.

**Action Taken:** The Chief of Protocol will prepare a detailed quarterly report to the Deputy Minister on all instances of diplomatic misbehaviour in order that emerging patterns may be detected early. In this connection, improvements will be brought to the Office of Protocol's electronic database, so that early warnings of misbehaviour emerge more clearly, which will enable the Department to intervene early.

**(2) Issue:** The previous ad hoc procedures followed by the Office of Protocol were inconsistent and unevenly applied.

**Action Taken:** The Chief of Protocol has developed comprehensive, written Standard Operating Procedures for use by the Office of Protocol for responding to all future drinking and driving incidents. These procedures adhere rigorously to the strengthened Impaired Driving Policy described below. They are appended to this report.

**(3) Issue:** There have been instances of breakdowns in communications between the Office of Protocol and the police forces.

**Recommendation:** In order to ensure that communications between the Department and the responsible police offices are clear and transparent and that there are no discrepancies in interpretation, a letter to the President of the Canadian Association of Chiefs of Police has been prepared for the signature of the Minister. The letter assures police officers across Canada that the Department of Foreign Affairs neither desires nor intends to hinder them in any way in carrying out their functions, but that, on the contrary, laying charges is the best triggering mechanism for the Department's active involvement under the Vienna Convention. Of course,