

Abroad somewhat more complex considerations may apply when a spouse or dependant of Canada-based personnel seeks employment in the country to which they are posted. The effect employment would have on diplomatic immunities and privileges accorded to spouses or dependants is, of course, relevant. Canada has concluded a number of arrangements to facilitate employment of spouses abroad. Such arrangements provide for certain conditions including waiving of immunity, payment of local income tax and social security contributions related to that employment. In countries where no such arrangement exists the Head of Mission should be apprised of the situation well in advance to consider all the implications (legal, security, conflict of interest). If necessary, the request should be addressed to Headquarters, through the Head of Mission.

Particular care should be exercised when the dependant's prospective employment is at the Canadian mission itself or at the mission of a third country. Risks of conflicts of interest as outlined above are increased, and such employment should always be reported to Headquarters through the Head of Mission. (See Chapter 10 – Section 10.2.6)

2.21 Grants and Contributions

By virtue of their duties and functions, employees may be called upon to make recommendations or offer advice concerning the type and size of grants and contributions that may be made from public funds to national, international and other organizations or to individuals.

In such instances, those concerned should be objective and avoid being influenced in their recommendations or advice because of a friendship, an association or a family tie with officials of the organizations seeking grants or contributions from the Canadian Government. Any employee who may encounter a "conflict of interest situation" in this respect, should discuss the problem with his or her Head of Mission.

2.22 Contracts and Procurement

Employees whose duties and functions include contractual and purchasing responsibilities should avoid embarrassment to themselves and to their Department and the possible loss or abuse of public funds by observing a few simple rules:

- (a) all contract or purchase agreements that could result in a conflict of interest (friendship, business association or family ties with a contractor or members of his family) should be avoided unless specifically authorized.
- (b) no employee or member of his family should benefit directly or indirectly from any contract awarded to a firm or to an individual; gifts in kind or cash commissions should be courteously refused.

2.23 Propriety in Respect of Commercial Practices

On December 16, 1977 the President of the Treasury Board informed the House of Commons that the Prime Minister had instructed the Secretary of State for External Affairs and the Minister of Industry, Trade and Commerce to ensure that procedures and practices in their departments continue to be consistent with the policy established for crown corporations on propriety in commercial practices abroad. In furtherance of this policy, the following statement was issued by the deputy ministers of both departments to guide the activities of employees acting in support of Canadian commercial firms operating abroad:

"Officials of the Government of Canada or its agencies, in the process of conducting official business or promoting sales in foreign states will do all they can to inform Canadian businessmen of all factors that would influence their sales prospects but must not under any circumstances counsel or advise engaging in any corrupt or illegal practice.