

5) THAT A SYSTEM OF STANDING ADVANCES FOR SPOKE MISSIONS BE ADOPTED WHENEVER POSSIBLE AND THAT LARGE AND/OR REPETITIVE PAYMENTS BE MADE DIRECTLY BY THE HUB WHENEVER FEASIBLE IN ORDER TO REDUCE THE NUMBER OF TRANSACTIONS PROCESSED BY THE SPOKE.

6) THAT GEOGRAPHIC AMA'S IN CONSULTATION WITH MCBA PROVIDE SPOKE MISSIONS WITH IMPROVED GUIDELINES ON HOW TO PREPARE THE MISSION MANAGEMENT PLAN AND EXPENDITURE PLANS AND THAT "USER FRIENDLY" VERSIONS CONTAINING PRE-PRINTED INFORMATION BE DEVELOPED FOR THEIR USE.

7) THAT THE REQUIREMENT TO PREPARE THREE FINANCIAL FORECASTS A YEAR BE REDUCED TO ONE AT MID-TERM FOR SMALL MISSIONS. (DECISION IN THIS REGARD TO BE LEFT AT THE DISCRETION OF THE GEOGRAPHIC AMA)

8) THAT SIGNING AUTHORITY UNDER SECTION 32 & 34 OF THE FAA BE DELEGATED TO A SENIOR LOCALLY-ENGAGED STAFF MEMBER WITH ENHANCED RELIABILITY CHECK AT SMALL MISSIONS WHERE THERE ARE 3 CANADA BASED OFFICERS OR LESS AND THAT SECTION 33 OF THE FAA BE DELEGATED TO CANADA BASED PERSONNEL AT BOTH HUB AND SPOKE MISSIONS.

SECURITY:

1) THAT GEOGRAPHIC BRANCHES IN CONSULTATION WITH ISS REVIEW THE MANDATE AND RESPONSIBILITIES OF ALL MISSIONS, WITH PARTICULAR ATTENTION TO SMALL MISSIONS, IN ORDER TO ALLOW: a) THE DETERMINATION OF THE PROPER LEVEL OF SECURITY b) THE ELIMINATION OF EQUIPMENT THAT IS NO LONGER REQUIRED

2) THAT ISS AND MSD IN COOPERATION WITH GEOGRAPHIC BRANCHES ESTABLISH A MENU OF COMMUNICATIONS OPTIONS AND THEIR SECURITY REQUIREMENTS BASED ON PROGRAM NEEDS AND INFORMATION SENSITIVITY.

3) THAT ISS WORK WITH HEADS OF MISSION AT EVALUATING LOCALLY-ENGAGED STAFF MEMBERS WHO CAN BE GRANTED ACCESS TO CHANCERIES WITHOUT THE SUPERVISION OF CANADA-BASED STAFF.

4) THAT A REVIEW OF THE INFORMATION CONTAINED IN THE PERSONAL SAFETY CONTINGENCY PLAN AND THE STANDING SECURITY ORDERS BE CONDUCTED IN ORDER TO ELIMINATE DUPLICATIONS AND THAT A SIMPLIFIED VERSION BE DEVELOPED FOR SMALL MISSIONS.

5) THAT REGIONAL SECURITY OFFICERS BE ASSIGNED THE RESPONSIBILITY OF ASSISTING SMALL MISSIONS WITH THE PREPARATION OF THE PERSONAL SAFETY CONTINGENCY PLAN AND THE STANDING SECURITY ORDERS.

6) THAT WHENEVER POSSIBLE, SMALL MISSIONS BE PART OF A JOINT CONTINGENCY PLAN WITH EITHER THE AMERICANS OR THE BRITISH.