

This plan is subject to approval by the Department's Audit and Evaluation Committee and the Office of the Comptroller General. Phase I has been provided to members of the Audit and Evaluation Committee on October 15, 1983 for their examination. This phase of the plan is on the agenda of the Audit and Evaluation Committee which is set to meet on December 8.

MAJOR STEPS AND TIMING:

Area of Activity:

Expected Completion Date:

Administration Branch

- |                                            |           |
|--------------------------------------------|-----------|
| - Financial Branch                         | Completed |
| - Communications & General Services Branch | Completed |
| - Physical Resources                       | Completed |
| - Passport Office                          | Completed |

Personnel Branch

- |                                    |           |
|------------------------------------|-----------|
| - Personnel Operations             | Completed |
| - Personnel Administration         | Completed |
| - Personnel Planning & Development | Completed |

Protocol

Completed

Legal

Completed

Social Affairs and Program Branch,

Immigration and Social Affairs Branch

- |                                                 |                   |
|-------------------------------------------------|-------------------|
| - Immigration Affairs Division                  | Completed         |
| - Social Policy and Program Division            | *                 |
| - Consular Policy Division                      | November 27, 1983 |
| - Consular Operations Division                  | November 27, 1983 |
| Cultural Public and Information Programs Bureau | *                 |
| International Trade Development Branch          | *                 |
| Economic and Trade Policy Branch                | *                 |
| International Political and Security Branch     | *                 |
| Policy Coordination Branch                      | *                 |

\* Individual completion dates are difficult to estimate with any precision at this time because access to the required information is predicated on the accessibility of senior management, but the project in total is expected to be complete by February 29, 1984. MMA is currently initiating formal introductions to the respective ADM's. The ADM and the Directors General of the International Trade Development Branch were formally introduced to the project on November 21, 1983.