

co-operation with the Department of National Defence in making arrangements for such matters as naval visits, tours of the National Defence College, clearances for military aircraft, and the employment of Canadian Forces personnel or equipment in international relief operations abroad.

It is the responsibility of Defence Liaison officers to co-ordinate the preparation of instructions for the Canadian Permanent Delegation to the North Atlantic Council and briefs for periodic ministerial meetings concerned with defence questions and for the meetings of the Canada-U.S. Permanent Joint Board on Defence, held three times a year, and the Canada-U.S. Committee on Civil Emergency Planning, held twice yearly.

The Disarmament Division, which is responsible to the Under-Secretary of State for External Affairs, is concerned with the development of policy in relation not only to far-reaching disarmament plans but also to more limited proposals for the control by international agreement of military forces, weapons and expenditures. The division prepares reports and recommendations on arms control and disarmament matters in co-operation with other divisions of the Department and is in close contact with several other government departments whose areas of responsibility may be affected by disarmament issues. The direction and co-ordination of research on various aspects of arms control and disarmament fall to the division.

An important function of the Disarmament Division relates to the conduct of negotiations within the Eighteen-Nation Disarmament Committee, as well as participation in more general discussions in the United Nations General Assembly or the United Nations Disarmament Commission. In this connection, the division is charged with assisting the Adviser to the Government on Disarmament in carrying out his duties as the principal Canadian negotiator on arms control and disarmament subjects.

The Consular Division is responsible for the conduct of all consular matters. Its duties include safeguarding the rights and interests of Canadian citizens and companies abroad; making arrangements for the protection and evacuation of Canadian citizens abroad in times of emergency or war; helping Canadian citizens in difficulty or distress abroad, including those who are in detention or temporarily destitute, and, where necessary, providing financial aid on a recoverable basis to relieve their immediate distress or, as warranted, to repatriate them to Canada; assisting in connection with the death of a Canadian citizen abroad and the settlement of estates; providing assistance in finding missing persons; handling questions relating to Canadian merchant shipping and seamen; answering enquiries or acting in a liaison capacity in matters pertaining to travel abroad, Canadian citizenship, immigration and non-immigrant entry, social security, taxation, Red Cross matters, liability for military service and Canadian war graves; renewing courtesy or diplomatic visas; providing assistance in obtaining birth, marriage and death certificates and other official documents from countries abroad.

The Consular Division is also responsible for the negotiation of agreements with foreign countries for the easing of entry requirements for Canadian citizens visiting such countries, whether by waiver of visas and the elimination or reduction of visa fees or by the introduction of multi-entry visas.