

44. To correct what is obviously an unsatisfactory situation the incumbents of many positions, particularly those of a key nature, for example, supervisors, examiners, machine operators and administrative assistants should either not be subject to rotation or, alternatively, be required to serve a double tour of duty in the Passport Division. A review of the establishment to determine the exact number of such positions should be undertaken and then a policy stated which would stipulate that the incumbents of these positions should not be subject to rotation as is the present practice. The result should be that over a period of time the Division would be in the advantageous position of having experienced people capable of turning out work in the most satisfactory manner possible.

SPACE FACILITIES

45. The Passport Division is occupying second class office accommodation. There are two areas which are particularly bad, these being the space allocated for the public and that used by the examiners. The public reception area is approximately 100 sq. ft., hardly more than the size of an office cubicle. During the peak season when many people appear in person for their passports the public reception area is congested and only a few can be accommodated there at one time. As a result many have to line up in the public corridor. This is creating bad public relations and is most inconvenient and annoying for those concerned. Immediate