

16.2 Broadcasting To prepare draft outline of functions of Broadcast group, consulting with Operations and other functional officers as required, to arrive at tentative separation of areas and functions; to suggest what pre-broadcast and post-broadcast controls should be exercised over the field from Headquarters. In other words, to develop formulation of policies and mechanics of supervision, noting that the definition will have to be gradual; outlining in writing the various matters which are now coming to PGM, particularly those of an administrative nature which might be transferred to others, and suggestions regarding their transfer, e.g. anything not tied to the content of what is to be on the air should be delegated. On film negotiations, not all the negotiations formerly carried out by AGM need to be carried on, there can be delegation to film coordinator; to set up a systematic critical listening and viewing group for both languages to develop an appreciation of the program product for the guidance of the Corporation as a whole. MGMT wishes to know that all programs are under critical review at all times and to have feed back arrangements to the producers as well as to MGMT; to review the internal organization of the Headquarter's Broadcasting group and see that it is properly staffed, in particular to consider the vacancies as Director of Programs and Assistant Director of Programs and to recommend to MGMT whether with the change of a full time Broadcasting officer and Assistant there should be a revised set of duties and additional appointments to these two positions, which are not line positions. The work of the Broadcasting Headquarters is more to establish policies and make difficult interpretations and to keep a master plan for the schedules on a long term basis.

16.3 Operations As for Broadcasting, to prepare draft outline of functions consulting with Broadcasting and suggest measures for pre-operations and post-operations control; keep master plan of Operations up to date, hours of operations each station local and network, staff facilities, money (the Royal Commission Forecasts in more detail). An immediate problem is to look into the Dominion network, what it costs and all other operational aspects aside from content to discuss with Broadcasting on content of Dominion network and CJBC noting the \$275,000 reduction in the forecast for this year for the operation of CJBC and Dominion network. Another special study will be the possibility of carrying out Royal Commission recommendations French using CJBC, working again with Broadcasting. MGMT wishes functional groups to work together without special coordination from MGMT.

16.4 Administration To make a review of the organization as is now and to consider whether it could be streamlined - MGMT concerned that the span of control seems narrow with a longer line in series and wonders whether the span could be widened with consequent speeding up of decisions, etc. MGMT visualizes an organizational specialist either on administration staff or in Methods & Procedures. To re-initiate salary study of supervisory and executive level and keep it up to date.

16.5 Comptroller To consider the whole question of the form of budget presentations to the Board and the form of accounting which goes with the budget presentations coordinating all as to form for the yearly statements and supplying the internal statements; recommending as to the form of the yearly statements. MGMT visualizes the books of account being kept in a form which will permit checking of performance against budgeting and