

- design formats for producing and displaying internal statistics such as number of visas, passports issued, consular cases, etc...
- designing linkages between systems producing bilateral relations data (economic indicators on host countries, trade, etc....), and internal statistics, resources and OPF information.
- (i) Outline of evaluation components. This will entail on-going liaison with the Evaluation Division who will be responsible for developing these. Evaluation components will be developed in such a way as to ensure that the completed OPF does contain provisions for continuing assessment;
- (j) Outline of activities for Part III of the Main Estimates;
- (k) Display of resources (PY and \$) allocated to planning elements , (sub elements);

Once it is completed, the MYOP, Estimates, Strategic Overview and the Department's information systems will all be aligned on the OPF format. This will require close co-operation at all stages of the OPF development with the Finance and Personnel Divisions to determine exact requirements for information and tracking, possible displays, etc...to adjust information systems.

Development of the OPF will be done in close consultation with the Program and Personnel Policy areas of the Treasury Board Secretariat as well as with the Office of the Comptroller General (Management Practices Branch, Program Evaluation Branch and Government of Canada Reporting Division).

MAJOR STEPS AND TIMING

ACTIVITY

Draft introduction to the OPF, description and objectives of Canadian Interests Abroad, program operations of the Department	December 14
Above cleared with	ADM, Policy Co-ordination by December 14
Above submitted to USS	by December 31
Work out with Personnel and Finance Divisions display and tracking requirements for aligning personnel and financial management information systems on the OPF format	By early January so that the new system can be put into place for the new fiscal year
Develop and draft objectives and descriptions of the planning elements using as much as possible information already available	January 16