

FOREIGN SERVICE PERSONNEL

1-20 Foreign Service Officers

1-20-0 Appointments

- 1-20-1 F.S.O.'s are normally recruited at the Grade 1 level by means of an open competition held by the Civil Service Commission.
- 1-20-2 Prior to posting abroad, F.S.O.'s new to the Trade Commissioner Service undergo a period of training in the Department.

1-20-10 Promotions

- 1-20-11 Promotion to a higher grade or advancement within a grade is not automatic. Promotion is recommended primarily on the basis of meritorious service, with seniority as a secondary factor.

1-20-20 Classifications

- 1-20-21 The system of classification of F.S.O.'s was adopted in September 1944 for the purposes of remuneration and Civil Service records. Grades of F.S.O.'s were established jointly for the Department of Trade and Commerce and the Department of External Affairs. Grades common to each Department are identical in regard to salary ranges.
- 1-20-22 An F.S.O. will not assume the full title of Trade Commissioner or Commercial Secretary until he attains Grade 4 level and is the equivalent of a First Secretary. Exceptions will be made where officers of a lower grade assume the full responsibility for directing a detached post or the Commercial Division of a mission.

1-20-30 Designations and Precedence

- 1-20-31 The following table sets out the designations normally applied to F.S.O.'s of the Department of Trade and Commerce and the Department of External Affairs when posted abroad:

<i>Grade</i>	<i>Trade Commissioner Service Rank</i>	<i>External Affairs Rank</i>
Grade 1	Assistant Trade Commissioner Assistant Commercial Secretary Diplomatic Designation: Third Secretary (Commercial)	Third Secretary
Grade 2	Assistant Trade Commissioner Assistant Commercial Secretary Diplomatic Designation: Third Secretary (Commercial) for first two steps; Second Secretary (Commercial) for remaining steps	Third Secretary for first two steps; Second Secretary for remaining steps
Grade 3	Assistant Trade Commissioner Assistant Commercial Secretary Diplomatic Designation: Second Secretary (Commercial)	Second Secretary