

Secretarial and Stenographic:

- Miss M.A. McKenzie, Sten. Gr.3 (1924)
Correspondence and filing for Under-Secretary.
Summaries and reports. Translations.
- Miss E. Turriff, Sten. Gr.3 (1916)
Correspondence for U.S.S. and Asst.U.S.S;
Coding; was special clerk for Sir Joseph Pope.
- Miss A. Flanagan, Sten. Gr.3 (1916)
Correspondence for U.S. and Asst. U.S.S.
Work similar to Miss Turriff's
- Arthur Hall, Sten. Gr.2 (1919)
Correspondence for Mr. Walker;
Treaty Book & L. of N. documents
- Miss G. Murphy, Sten.Gr.2 (1916)
Assists Mr. Walker on Confidential Prints.
(resigned)

Filing:

- W. White, Clerk Gr.3 (1909 Post Office, 1914 E.A.)
Analysis and card index of files.
- Miss G. Rankins, Clerk Gr.3 (1909).
Register of correspondence;
Reminders to Departments.
- G. Champagne, Sr. Clerk, Gr.2 (1911)
Files, correspondence
- Miss B. Joss, Sten.Gr.2 (1918)
Index to Confidential files.
Substitute for any of above.

Typists:

- Miss E. Palmer, Sten.Gr.3 (1894, E.A.1912).
Types file index and general,
- Miss A. Palmer, Sten. Gr.2 (1923)
Copying and general routine.
- Miss Bourgault: Typist (1920).