

2.3 Consular Services and/or Assistance

An appropriate definition of consular activities as stated in the Vienna Convention appears in the document titled Consular Policy for the Eighties: Bureau of Consular Services (5:1981). They are summarized as being the following activities:

- a) protecting in countries abroad the interests of Canada, of Canadian citizens and protected persons, both individuals and bodies corporate;
- b) Promoting commercial, economic, cultural and scientific relations between Canada and countries abroad, and reporting to the Canadian government on these aspects of life in countries abroad;
- c) Helping and assisting Canadian citizens and protected persons;
- d) Issuing passports and travel documents to Canadians and visas to persons wishing to visit Canada who require visas to do so;
- e) Performing in countries abroad certain notarial, legal and administrative functions concerning individuals, bodies corporate, property, shipping and aircraft.

2.4 Program Administration and Delivery

The responsibility for consular services within the Department's matrix-based organization is divided between the Consular and Immigration Affairs Bureau in Headquarters and the 144 diplomatic and consular missions located around the world. The Bureau is responsible for the formulation of consular policy and guidelines and their implementation. It provides the missions with guidance on consular matters in general and instructions and assistance on specific problems. The diplomatic and consular missions, along with 50 Honourary Consuls, are responsible for the day to day provision of the services.

The departmental organization for the delivery of consular services is indicated in Figure 2.1.