

PREFACE

These guidelines have been prepared with several purposes in mind. They are designed to provide the basis for a broader understanding of the Government's official languages objectives by the inclusion of background information relative to the revised policies and by the inclusion, in their entirety, of the policies as they relate to entitlements and obligations of individual employees concerning language usage, access to bilingual positions and to basic training, and the entitlement to inclusion in the Bilingualism Bonus Plan. They also provide guidelines to assist managers with the task of reviewing their current situation and re-identifying their official languages requirements under the revised policies, or confirming that the existing linguistic identification meets the new policy requirements.

It should be noted that the policies as contained in the appended Treasury Board documents are designed to apply primarily to non-rotational positions and personnel. Consequently, adjustments have been made in a number of instances to accommodate the particular requirements of the rotational foreign services.