

common expressions, which are in everyday use in the department.

- It is worthy of note that the Manual of Procedures not only stresses the importance of performing a substantial part of your duties in your own language; it gives detailed directives concerning the procedures which we wish to put into practice. Supervising officers are advised that they should encourage both French and English speaking officers working under their direction to use their own language as a working language. This is of the highest importance, to my mind, for it is not sufficient to accept bilingualism "on principle" if it is not encouraged on a day-to-day basis at all levels of the service.

- With regard to written communications in particular, the regulations make plain that in preparing documents designed for use within the government, both in Ottawa and at posts, drafting officers shall be free to choose the language to be used in their drafts. Documents destined for use outside the federal administration will be prepared in the addressee's language.

- I should also draw attention to the recent appointment of a departmental bilingual advisor, who will be addressing you later in this seminar. In order to ensure continuity in his and our efforts, a permanent advisory committee on bilingualism has also been set up.

- I might mention other developments. For example, the wives of our diplomatic officers are now entitled to learn their second official language either in Canada or abroad at public expense within the limits of the availability of funds, and of teaching facilities. We are also in the process of improving the supply to our divisions in Ottawa and our posts abroad of basic reference books in the two official languages.

These measures, and others you will hear about in the next two days, show that the efforts of the Department are not based on a purely theoretical approach, but involve well-planned, practical solutions. All this is impressive, I think, as tangible evidence of our willingness to move ahead. We cannot afford to be complacent, however. Much more remains to be done if we are to live up