

INTRODUCTION

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Treasury Board Circular 1973-183 of December 31, 1973, to all Deputy Heads of Departments and Heads of Agencies set forth the need for a systematic and public set of standards of conduct for public service employees. It called upon departments and agencies to develop more specific provisions and guidelines pertaining to their own operations and responsibilities.

On December 18, 1973, the Governor General in Council approved P.C. 1973-4065, *Guidelines to be Observed by Public Servants Concerning Conflict of Interest Situations*. These were promulgated in the same Treasury Board Circular 1973-183 as a Standard of Conduct for Public Service Employees, and departments were encouraged to supplement these provisions.

The *Code of Conduct and Conflict of Interest Guidelines* were initially issued in 1981 under the authority of the Committee of Deputy Ministers on Foreign and Defence Policy after consultation with all foreign service departments and approval by the ADM Subcommittee on Foreign Operations. They are applicable to all Canada-based staff at Missions, and to all External Affairs staff at Headquarters. These guidelines supplement those prepared in other departments and do not limit the responsibilities of departments or their employees in matters of discipline.

A public service-wide review of conflict of interest and conduct matters is underway. The Second Printing of the booklet makes the current guidelines available to all persons to whom they apply. Once the review is completed and the government's policy has been announced, the guidelines will be revised, as required, in consultation with Heads of Post, Staff associations and other Departments, to take into account the results of the review.

As a convenience to all individuals to whom they apply, the guidelines have been reproduced in this booklet format for ease of reference.

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