

of candidates to fill current and projected vacancies. Currently, it would appear Section Heads and Directors are left to their own resources to locate candidates or accept those that are assigned to them.

In the same view, the Personnel Planning and Development Division should be asked to provide, up to six months in advance, a list of those employees who are eligible for foreign posting and who currently occupy sensitive positions. All bureaux in the Department could identify these jobs in their respective areas.

The over-all experience level of the Bureau, at the present time, appears to be adequate although there are one or two incumbents who may not be suitably placed in their present positions.

D. Allocation of Work

These comments are directed specifically to the Assistance to Canadian Abroad Section. At the outset of this study we considered the method used to allocate or assign work to desk officers, and to monitor its progress, was extremely inefficient. During the interim period when the position of Section Head was vacant, the Director instituted a few changes and delegated much more authority to the desk officers than they had previously been allowed to exercise. The response from the majority of the officers was extremely positive which, when one considers the positions held by some of the incumbents in post abroad, should not be too surprising.

The problems associated with the assignment of work has, in our opinion, still not been completely resolved in a manner that will result in maximum utilization of the Section's resources. The Director plans to introduce a geographic or regional desk concept which we feel is a very practical move but should only be done in concert with other changes.