

MEMO. FOR HIGH COMMISSIONER FOR CANADA:

Upon an organization for the United Kingdom to give effect to Order-in-Council P.C. 330, of 10th February, 1922.

In making the following suggestions I assume that all activities under the following heads will be in one building, viz:-

Office of High Commissioner for Canada, and Secretary.

Superintendent of Immigration for Canada.

Trade Commissioner for Canada.

Pensions Board and Soldiers' Re-Establishment,

and such other sections of the work as may be now established or set up from time to time.

CANADA'S REPRESENTATION IN THE UNITED KINGDOM.

THAT the Headquarters for Canada shall be known as "The Office of the High Commissioner for Canada";

THAT the activities of the Office be housed in one building, and divided into the following main divisions:-

SECRETARIAT, or SECRETARY'S OFFICE:

To be the principal Executive Officer and Deputy of the High Commissioner. In this capacity he will be responsible to the High Commissioner that policy is carried out by all divisions, and for co-ordination of effort; for finance and accounting of all divisions of the work; for general services heretofore rendered by the Office of the High Commissioner in London on behalf of the Canadian Government.

SUPERINTENDENT OF IMMIGRATION FOR CANADA (Immigration Division)

To be principal adviser and administrative officer for Immigration matters and generally to carry on this work, as heretofore, in the United Kingdom. To be responsible to the High Commissioner for policy agreed upon with the Canadian Minister directing the Department of Immigration and Colonization.

TRADE COMMISSIONER FOR CANADA (Trade Division)

To be the principal adviser and administrative officer for Trade and Commerce matters and generally to carry on this work, as heretofore, in the United Kingdom. To be responsible to the High Commissioner for policy agreed upon with the Canadian Minister of Trade and Commerce.