GUIDANCE PAPER

This paper cancels T.C.S./ADMIN. 59- 5 dated 7 July 59. T.C.S./ADMIN. 60-13 dated 29 April 60.

1. There are certain circumstances under which an F.S.O. or F.S.E. may be reimbursed for education cost in excess of the standard education allowance. Each case, however, must be the subject of an individual submission to Treasury Board which will decide each one on its own merits.

2. In reaching a decision on each case Treasury Board have, in the past, taken into consideration financial hardship as well as the standard of educational facilities at the post. In some cases, excess cost in countries other than Canada or the country of the post have been reimbursed.

3. F.S.O.'s and F.S.E.'s who feel that they have been subject to excessive education cost, which results directly from their posting, are invited to submit such cases to the Assistant Director (Administration) at the close of each school year. The submission should be accompanied by receipts and a detailed statement in duplicate covering the inadequacy of the educational facilities at the post. If, in the view of the Department, there is a good case to be made, the case will be submitted to the Board on behalf of the F.S.O. or F.S.E. concerned.

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