

It was not until a decade later, when a larger number of junior officers were required for training within the Department and gradual promotion, or appointment to posts abroad, that the system was put on a more regulated basis.

In 1938 regulations for Third Secretaries were drawn up by Dr. Skelton, and before promulgation, were circulated for comment to Christie, Keenleyside, Macdonald, John Read and Miss McCloskey. They were promulgated on July 15, 1938, and were as follows:

Third Secretary Regulations

1. The normal method of entry into the Service is by appointment to the position of Third Secretary following competitive examination by the Civil Service Commission.
2. Successful candidates are appointed as Temporary Third Secretaries, in the Department of External Affairs. The temporary or probationary period will as a rule not be less than one year or longer than two years, but this general rule is subject to Treasury Board regulations regarding the proportion of temporary and permanent members in any branch or unit, and to provision of the necessary authorization in the Estimates. Temporary Third Secretaries who are not made permanent at the end of their probationary period will cease to be members of the Service.
3. In addition to specific assignment of duty in the Department and to assistance to a senior officer, temporary Third Secretaries are required during this period:-
 - (a) To satisfy the Department of an adequate speaking and writing knowledge of English or French - whichever is not their mother tongue.
 - (b) To initiate or continue as may be required the study of a foreign language.
 - (c) To acquire a thorough practical knowledge of codes and cyphers, and to become familiar with the general accounting rules and filing methods in force.