

## CONCLUSIONS AND RECOMMENDATIONS

- 1. Information Canada's role and terms of reference should be defined by an Act of Parliament which spells out Information Canada's authority and responsibilities. (Chapter I; Page 1)**
- 2. The Secretary of State should be given responsibility for all federal government information services and Information Canada should be the agency responsible to him for this purpose.**
  - a) Information Canada should not be a central information agency creating and disseminating all federal government information programs.**
  - b) The various departments of government should continue to operate and be responsible for their own information services, but the Secretary of State, through Information Canada, should regulate and co-ordinate the departmental information activities to achieve an effective overall information service to the Canadian public at the lowest possible cost. (Chapter II; Page 7)**
- 3. The major objective of Information Canada is to improve the quality and efficiency of federal government information services. It should be guided by the following principles:**
  - a) While Information Canada's main function is to regulate and co-ordinate departmental information activities to produce a comprehensive information system, it cannot avoid initiating its own information programs. However, it should keep this activity to a minimum.**
  - b) Information Canada should continually evaluate departmental information programs to ensure that they are employing the most effective techniques to fill the information needs of the public.**
  - c) Information Canada should continually evaluate the cost effectiveness of all information programs and should act to prevent waste and duplication.**
  - d) Factual and useful information on federal policies, programs and services, should be made easily available to the public. It is not the function of information services to cram information down people's throats.**
  - e) While it may be desirable to tailor information to individual, regional and special group needs, the cost of doing this can be disproportionate to the benefit. (Chapter III; Page 11)**