Department of Foreign Affairs and International Trade <u>Ministerial Services – April 2002</u>

## **DIVISION**

Planning, Program Analysis and Budgeting (SMP)

## **RESPONSIBILITIES**

- Coordinates the preparation of DFAIT's Treasury Board submissions.
- Prepares the Department's Estimates submissions, Report on Plans and Priorities (RPP) and Departmental Performance Report (DPR) for tabling in Parliament.
- Advises Ministers' offices on financial matters.

## **CONTACTS**

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