

FSD 50 – Foreign Service Travel Assistance

Provides assistance to enable employee and dependants to visit Canada during and/or at the end of posting. Employee may choose another location within overall cost entitlement

Foreign Service Vacation Travel Assistance

Employees are given an option to claim the current FSD 50.04, which is fully accountable and applies only to actual admissible travelling expenses or to claim a non-accountable foreign service vacation travel allowance of:

- 90% of full (Y) economy class fare for those posts for which a stopover would be authorized for relocation travel; and
- 80% of full (Y) economy class fare for those posts for which a stopover would not be authorized; except that
- where there is no full (Y) economy class fare, special (Y2) economy class fare shall be used.

Vacation leave is an entitlement and should be authorized at the same time foreign service vacation travel assistance is approved

The foreign service vacation travel allowance is available on a trial basis during the term of these directives and may be subject to evidence satisfactory to the deputy head that travel has been taken

The costs authorized under FSD 50.06 shall be limited to the lesser cost of either air cargo or accompanied excess baggage, as determined by the deputy head on the basis of the employee's weight entitlement for shipment from Ottawa to the employee's post.

FSD 51 – Family Reunion

To minimize the effects of separation in families, the employer provides for family reunion travel and telephone communication

Effective September 1, 1993, family reunion travel is increased from two to three trips per year at the secondary level in Canada or at primary or the secondary level outside Canada where schools at the post are not compatible

Since the purpose of this directive is family reunion, visits of less than one week shall be reported to the Treasury Board Secretariat

The lowest available airfare appropriate to a particular itinerary should be sought when making bookings

Only one employee of an employee-couple may be reimbursed for telephone calls

The provisions of FSD 51.06 may be authorized in the event of critical illness or death of the child's other parent.