

(1.19 e. *Cont'd*)

f. All official seals and stamps must be treated as classified material.

1.20 a. The duties of consular officers may be conveniently grouped under the following broad headings, in order of importance:

Primary Functions
of Consular
Officers

- (a) Protection of the rights and interests of Canada and Canadian citizens and the provision of assistance and relief to distressed Canadians abroad;
- (b) Promotion of trade and tourism, and furthering the development of economic, cultural and scientific relations with the host country;
- (c) Provision of consular services to Canadian citizens and foreign nationals;
- (d) Providing information about Canada;
- (e) Representation;
- (f) Reporting.

b. The protection of the rights and interests of Canada and Canadians, the provision of assistance to distressed Canadians abroad and the rendering of consular services to Canadian citizens and to foreign nationals rank foremost among the duties of a Consulate. This work includes the issuance of passports, emergency certificates and visas, protecting Canadian citizens, corporations and property, performing various legal services, and other duties. These functions are dealt with in other Chapters of the Consular Instructions. Certain services not covered in those chapters are dealt with in sections 1.21 to 1.62.

c. In addition to providing the normal consular services described in b. above, Consulates are required to take initiatives to promote all the other purposes for which the post was established. Here, the Consulate will need to use discretion in determining how best to direct its efforts. The priorities established, in their detailed application, will depend on the particular circumstances existing at each post. As a general rule, while all duties of an active kind are important, emphasis should be placed (except where certain of the duties are performed by Canadian government offices other than the Consulate) first, on activities which result in material benefits to Canada (for example, the fostering of Canadian exports), secondly, on initiatives through information and representational work and tours of the area to create a better understanding and appreciation of Canada,