

OFFICE OF THE MINISTER

The location of the Minister's suite and those of the Under-Secretaries should be on the upper floors of a tower structure, and in close proximity to the smaller conference hall and special dining facilities.

<u>Function</u>	<u>Staff</u>	<u>Area</u>	<u>Remarks</u>
Minister	1	550	To include a washroom/ cloakroom @ 50.
Minister's Waiting Room		400	P.O. adjacent to Minister.
Parliamentary Secretary (M.P.)	1	300	P.O.
Private Secretary to Minister	1	180	P.O.
Private Secretary to Parliamentary Secretary	1	120	P.O.
F.S.O. (Senior)	5	1,100	1 P.O. @ 300, 4 P.O. @ 200.
Executive Assistant to S.S.E.A.	1	300	P.O.
Special Assistant to S.S.E.A.	1	240	P.O.
Secretary to Minister	1	150	P.O.
F.S.O. (Junior)	1	150	P.O.
Assoc. Private Secretary to Minister	1	150	P.O.
Steno - clerical	9	720	G.O.
Clerks	5	440	G.O. with S.P. @ 100.
Registry	<u>5</u>	<u>615</u>	G.O.
Total	33	5,415	