

- (3) That each Head of Post, on appointment, be given written instructions on the information work to be performed by his post.
- (4) That posts be provided with additional useful and timely information on Canadian affairs by the Department.
- (5) That at most missions information work continue to be performed by FSO's or EAO's.
- (6) That posts be responsible for recommending to Ottawa the subjects and forms of written material required for their information work and that such requests be planned in advance to cover the period of one year. Such programmes should be realistically modest.
- (7) That recommendations be sought from posts for their translation requirements and means which could be found locally to help meet these requirements. The cost of providing any recommended local translation services should be assessed.
- (8) That opinions and recommendations be sought from posts in Bonn, Rome, Tokyo and New Delhi (perhaps others) on the need for a specialist in public and press relations and the possibility of finding high-grade local employees for information work. Alternatively, posts might investigate the