

2. Transportation and Communications

Under this heading come the travel and removal expenses associated with the posting and recruitment of personnel which, for the reasons described earlier, will be budgeted for and controlled by the Personnel Branch at headquarters.

On the other hand, the post will control its own spending for travel in the host country as at present, local transportation and multiple accreditation travel, subject only to the adequacy of its unspent funds. Also in the post budget will be such communication requirements as freight, cartage, postage and telephone.

The divisions at headquarters, almost without exception, have a requirement for temporary duty travel. Each of them will plan and budget for their travel requirement and control the use of these funds during the year. For many divisions, travel is the only expenditure they are concerned with and accordingly they are to be responsibility centres in this sense only. Those divisions shown in the exhibits have broader spending requirements. Under the present heading, for example, Cultural Affairs will budget for the travel expenses, freight, etc. related to cultural exchange programs. Passport Division will be operating under a revolving fund and paying all types of expenses out of its revenue.

3. Information Expenses

This heading contains such costs as promotional activities, printing and publishing, display material, exhibitions, etc. Naturally, the bulk of such undertakings are the responsibility of Information Services Division which will budget for and control their spending. Cultural Affairs Division