

5.3 THE CHIEF OPERATING OFFICER SHALL CONDUCT ALL STAFFING ACTIVITIES IN THE PASSPORT OFFICE IN ACCORDANCE WITH SUB-DELEGATED AUTHORITY FROM THE DEPUTY HEAD OF THE DEPARTMENT OF EXTERNAL AFFAIRS AS OUTLINED IN ANNEX 1 TO THIS DOCUMENT.

5.4 RECRUITMENT OF ALL STAFF WILL CONTINUE TO BE CARRIED OUT BY THE PASSPORT OFFICE UNDER DELEGATED AUTHORITY IN ACCORDANCE WITH THE PUBLIC SERVICE EMPLOYMENT ACT AND PUBLIC SERVICE COMMISSION POLICY.

5.5 THE PASSPORT OFFICE WILL DRAW UP A TRAINING PLAN DESIGNED TO ENSURE THAT ALL STAFF HAVE THE PROFESSIONAL TRAINING AND EXPERTISE REQUIRED TO ACHIEVE THE PASSPORT OFFICE'S AIM AND OBJECTIVES. THIS TRAINING PLAN WILL FORM PART OF THE THREE YEAR BUSINESS PLAN.

TRAINING

6. FRAMEWORK DOCUMENT

REVIEW ARRANGEMENTS

6.1 THE PASSPORT OFFICE, THE DEPARTMENT OF EXTERNAL AFFAIRS AND THE TREASURY BOARD SECRETARIAT WILL REVIEW THE FRAMEWORK DOCUMENT EVERY THREE YEARS OR MORE OFTEN IF NECESSARY. WHERE APPROPRIATE, THE TREASURY BOARD WILL CONSIDER RECOMMENDATIONS MADE AS A RESULT OF SUCH REVIEW AND AMEND THE DOCUMENT OR ISSUE SUPPLEMENTARY DIRECTIONS OR GUIDANCE AS NECESSARY.