

April 30, 1997

Mr. Gordon Smith  
Deputy Minister of Foreign Affairs  
Department of Foreign Affairs and  
International Trade  
Ottawa, Ontario  
K1A 0G2



Dear Mr. Smith:

Due to its status as a Special Operating Agency, the Deputy Minister of Foreign Affairs has a specific responsibility for ensuring that the overall objectives of the Passport Office are achieved in an effective and efficient manner. As indicated in its Framework Document, your approval is required for the Passport Office Strategic Plan. Accordingly, we are submitting the Strategic Plan covering the period 1997-1998 to 2000-2001. This Plan identifies the priorities and direction of the Passport Office for the next four years.

Yours sincerely,

Michael J. Hutton  
Chief Executive Officer

Kathryn E. McCallion  
Assistant Deputy Minister  
International Business and  
Communications