

they deal with. Applications sent to Ottawa could be processed without delay since the examining process would already have been completed.

52. One objective of decentralization would be to provide the Canadian public with a facility to enable them to complete passport applications properly before they are submitted to Ottawa and thereby reduce the time interval between submission of an application and receipt of the passport.

53. Before any decentralization is undertaken, statistics should be compiled to show the provinces, metropolitan areas and ports of departure for Canadians travelling to countries which require passports as a condition of entry. An analysis of this information should indicate in what cities offices should be located. In addition, a comprehensive study should be made of all the cost factors involved in setting up field offices to determine the economic feasibility of a decentralization programme.

WORK STANDARDS AND STAFFING

54. In addition to the matters discussed, some attention will also have to be given to revising present work standards and establishing new ones when the proposed system is operating. Refinement of procedures will also be necessary, and when both procedures and standards have been established on a firm basis it should be possible to arrive at a formula for staffing in terms