

PRIORITY/FUNDING OF PROPOSALS

Standard operating procedures	3-6 months	6-18 months	New funding
<i>Political reporting</i>			
27. A departmental directive on mission reporting	√		no
28. Mission annual reporting plans		√	no
29. Australian rules on length of reports	√		no
30. Missions to explore feasibility/cost of employing local nationals to assist with political reporting	√		yes
<i>Networking and lobbying</i>			
31. A template for mission tracking of issues/development of strategies to achieve mission objectives	√		no
32. Mission operational plans for political work		√	no
33. Mission plans to identify priorities for representational activities		√	no
<i>Managing crises</i>			
34. Establishment of team to propose SOPs for future handling of crises	√		no
<i>Visits and conferences/Briefs</i>			
35. Political officers to be divested of administrative functions on visits		√	yes
36. Missions to submit proposals on feasibility/cost of hiring professional visits coordinators	√		yes
37. Development of visits manual including guidelines to missions on levels of service		√	no
38. Preparation of booklet for MPs and provincial leaders on levels of service		√	no
39. Deputies' instructions on preparation of briefs	√		no
40. Briefs in standard format, e-version only	√		no