## DEPARTMENT OF SUPPLY AND SERVICES



## MINISTÈRE DES APPROVISIONNEMENTS ET SERVICES

BUHEAU OF MANAGEMENT CONSULTING SERVICES
TAP BUREAU DES CONSEILLERS EN GESTION

YOUR FILE NO.

OUR FILE NO. NOTRE DOSSIER

Ottawa 4, May 26, 1969.

Mr. M. Cadieux, Office of The Under Secretary of State for External Affairs, Ottawa, Ontario.

Dear Mr. Cadieux :

I am attaching the first volume of the Manpower Planning and Development Study recently completed in your Department. This volume comprises a brief summary of the findings and conclusions and a list of recommendations.

Volume II, which deals with the recommendations in detail, is also completed and available. Both this Volume and Volume I have been prepared by Mr. J. R. Maybee and Mr. F. R. Hinton, who comprised the study team.

Volume III covers the research project undertaken in support of this study by Dr. David Jackson and Associates and aided in the analysis by Mr. L. Slivinski of the Public Service Commission. This volume is also completed and available.

I would like to take this opportunity to express my appreciation for the high degree of co-operation and assistance provided by individuals at all levels who were involved in this project. Of particular note was the major contribution of Mr. J. R. Maybee whose background and know-ledge of the Department were invaluable in the study. I should also like to thank you - and add that your personal interest in the progress of the study served to facilitate significantly its development.

Yours very truly.

P. J. Chartrand,

Director, Personnel Consulting Division, Bureau of Management Consulting Services.