

by anglophone officers at all levels who are either learning French and require a francophone secretary to correct their grammar, or by anglophone officers who have only limited knowledge of French and who blatantly use their secretaries as translators, a function which is not included in their Statements of Qualifications and for which they are not paid.

The question of assignment as it relates to language training is certainly not an easy one, but the implications of the current practice should be faced squarely. On the one hand, operational requirements should remain the dominant factor in assignments; one could not expect busy divisions or posts to accept an employee who is incapable of working in the main language of that division or post. On the other hand, there is little point in spending a considerable amount of a secretary's valuable time on language training if the knowledge acquired in that training will not be put to good use or strengthened; it is demoralizing to spend a long time acquiring another language, only to lose that skill through non-use.

Since assignment officers would be more willing to assign officially bilingual anglophones to bilingual positions if they demonstrated functional bilingual capability, it is evident that the training process should be strengthened. Higher language standards should be set for graduates from the Department of External Affairs. Furthermore, special language training courses should be established for secretaries. These courses should include shorthand in the second official language, as well as a course lasting several weeks in which the secretary would be placed in an actual working situation where the second official language is used. The secretary would be required to make and take telephone calls, take dictation and type letters in the second official language - all in a hypothetical working situation. One hopes that higher standards, combined with specific courses designed for secretaries, will ensure that anglophone secretaries do not in future fall behind their francophone colleagues.