

A Planning and Finance Service provides policy and planning direction, co-ordinates the government's relationships respecting environmental and resources matters with the provinces and other countries, develops a comprehensive approach to departmental science policy and research activities, co-ordinates information services and supports the over-all departmental program by assisting in the acquisition and deployment of the human, physical and financial resources required to meet departmental objectives.

Advice to the Minister is provided by a Canadian Environmental Advisory Council and separate Fisheries and Forestry Advisory Councils. These advisory bodies review programs, assess impact and provide links with organizations outside government. The Councils include representatives from industry, the universities and the scientific community as well as the Department of the Environment.

Department of External Affairs. The main function of the Department of External Affairs, established in 1909 (RSC 1970, c.E-20), is the protection and advancement of Canadian interests abroad. The Minister responsible for the Department is the Secretary of State for External Affairs. The senior permanent officer (Deputy Minister) of the Department, the Under-Secretary of State for External Affairs, is assisted by a Deputy Under-Secretary and by four Assistant Under-Secretaries and is advised by officers in charge of bureaus, offices and divisions. The directors-general or directors of these units are each responsible for a part of the Department's work and are assisted by foreign service officers and specialists in various occupational groups, as well as by an administrative staff. Officers serving abroad are formally designated as High Commissioners, Ambassadors, Ministers, Counsellors, First Secretaries, Second Secretaries, Third Secretaries and Attachés at diplomatic posts and Consuls General, Consuls and Vice-Consuls at consular posts. Canada maintains approximately 180 diplomatic, consular and other missions, 60 of which are non-resident.

In Ottawa the work of the Department is conducted by four regional, seven functional and three administrative bureaus, in addition to a number of operational units performing staff or special functions. The four regional bureaus administer 12 geographical divisions, each of which is responsible for the countries that make up the region administered by the bureau to which it belongs: the European Affairs Bureau includes three divisions — Western Europe, Eastern Europe and Northwestern Europe including Britain; the Bureau of Asian and Pacific Affairs includes the East Asia, Pacific and South Asia Divisions; the Bureau of African and Middle Eastern Affairs, the African Affairs I (Anglophone), African Affairs II (Francophone) and Middle Eastern Divisions; and the Bureau of Western Hemisphere Affairs, the Caribbean (Commonwealth), Latin American and United States of America Divisions. The seven functional bureaus include 20 divisions: the Bureau of Economic and Scientific Affairs comprises the Aid and Development, Commercial Policy, Scientific Relations and Environmental Problems, and Transport, Communications and Energy Divisions; the Bureau of Legal Affairs includes the Legal Advisory and Legal Operations Divisions; the Bureau of Consular Affairs, the Consular Operations, and Consular Policy and Research Divisions; the Bureau of Defence and Arms Control Affairs, the Arms Control and Disarmament, and Defence Relations Divisions; the Bureau of Public Affairs, the Academic Relations Service, Cultural Affairs, Historical, Information and World Exhibitions Program Divisions; the Bureau of Coordination, the Commonwealth Institutions, Federal-Provincial Coordination and Francophone Institutions Divisions; and the Bureau of United Nations Affairs, the United Nations Economic and Social Affairs and United Nations Political and Institutional Affairs Divisions. The four administrative bureaus are responsible respectively for Personnel, Finance and Administration, Communications and General Services, and Security and Intelligence Liaison.

In addition, there is an Inspection Service, a Policy Analysis Group, a Protocol Division, an Operations Centre, a Central Staff, an Interdepartmental Committee on External Relations, a Co-ordinator of Information Systems Development, a Special Adviser on Foreign Service appointments and related policies, a Chief Air Negotiator, an Adviser on Bilingualism and a Special Adviser on Media Communications.

The International Joint Commission reports to the Secretary of State for External Affairs of Canada as well as to the Secretary of State of the United States. The Secretary of State for External Affairs reports to Parliament for the Canadian International Development Agency.

Department of Finance. Created by Act of Parliament in 1869, this Department now operates under the Financial Administration Act (RSC 1970, c.F-10 as amended). It is primarily responsible for advising the government on the economic and financial affairs of Canada. The work of the Department is carried out in five branches. The Tax Policy and Federal-Provincial Relations Branch helps to form tax policy and maintain the tax structure. It deals with personal income and commodity taxes, taxes on corporations and Canada's international tax relations. Fiscal relations with the provinces are the responsibility of a Federal-Provincial Relations Division. The Branch also administers grants to municipalities in lieu of new taxes on government property and advises on the government's social development and manpower policies. The Economic Programs and Government Finance Branch is concerned with resource development, various government programs of broad economic development and the financing of Crown corporations and