



SECRETARY OF STATE

Annual Report for the year  
ending March 31st, 1975

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TABLE OF CONTENTS

	<u>Page</u>
Introduction.....	1
Principal Officers of the Department of the Secretary of State as of March 31, 1975.....	2
Organization Chart.....	3
Related Agencies.....	4
Cultural Affairs Sector	
Arts and Culture Branch.....	5
Education Support Branch.....	10
Bilingualism Development.....	14
Translation Bureau.....	18
Citizenship Sector	
Policy Branch.....	23
Programs Branch.....	24
- Citizens' Participation Directorate.....	24
- Official Language Minority Groups Directorate.....	27
- Women's Programs Directorate.....	29
- Multiculturalism Directorate.....	31
- Native Citizens' Directorate.....	36
Citizenship Registration Branch.....	40
Corporate Management Sector	
Departmental Secretariat.....	46
Policy, Planning and Systems Branch.....	47
Management Services Branch.....	48
Personnel Administration Branch.....	49
Information Services Branch.....	50

INTRODUCTION

The Department of the Secretary of State is responsible for matters relating to arts and culture, citizenship, bilingualism development outside the federal public service, education support, state protocol and translation. This report covers the activities of all branches of the Department from April 1, 1974 to March 31, 1975.

The portfolio of the Secretary of State also includes the boards, corporations, commissions and other offices listed on Page 4. These institutions issue their own annual reports.

PRINCIPAL OFFICERS OF THE DEPARTMENT OF THE SECRETARY OF STATE

AS OF MARCH 31, 1975

Secretary of State: The Honourable Hugh Faulkner  
Minister Responsible for Multiculturalism: The Honourable John Munro  
Under Secretary of State: Jean Boucher  
Assistant Under Secretary of State, Cultural Affairs: Peter Roberts  
Assistant Under Secretary of State, Citizenship: André Renaud  
Assistant Under Secretary of State, Corporate Management: Gerald Rayner

Cultural Affairs

Director General, Arts and Culture: Warren Langford  
Director General, Education Support: Robert Lachapelle  
Director General, Language Programs: Jane Dobell  
Superintendent, Translation Bureau: Paul Larose

Citizenship

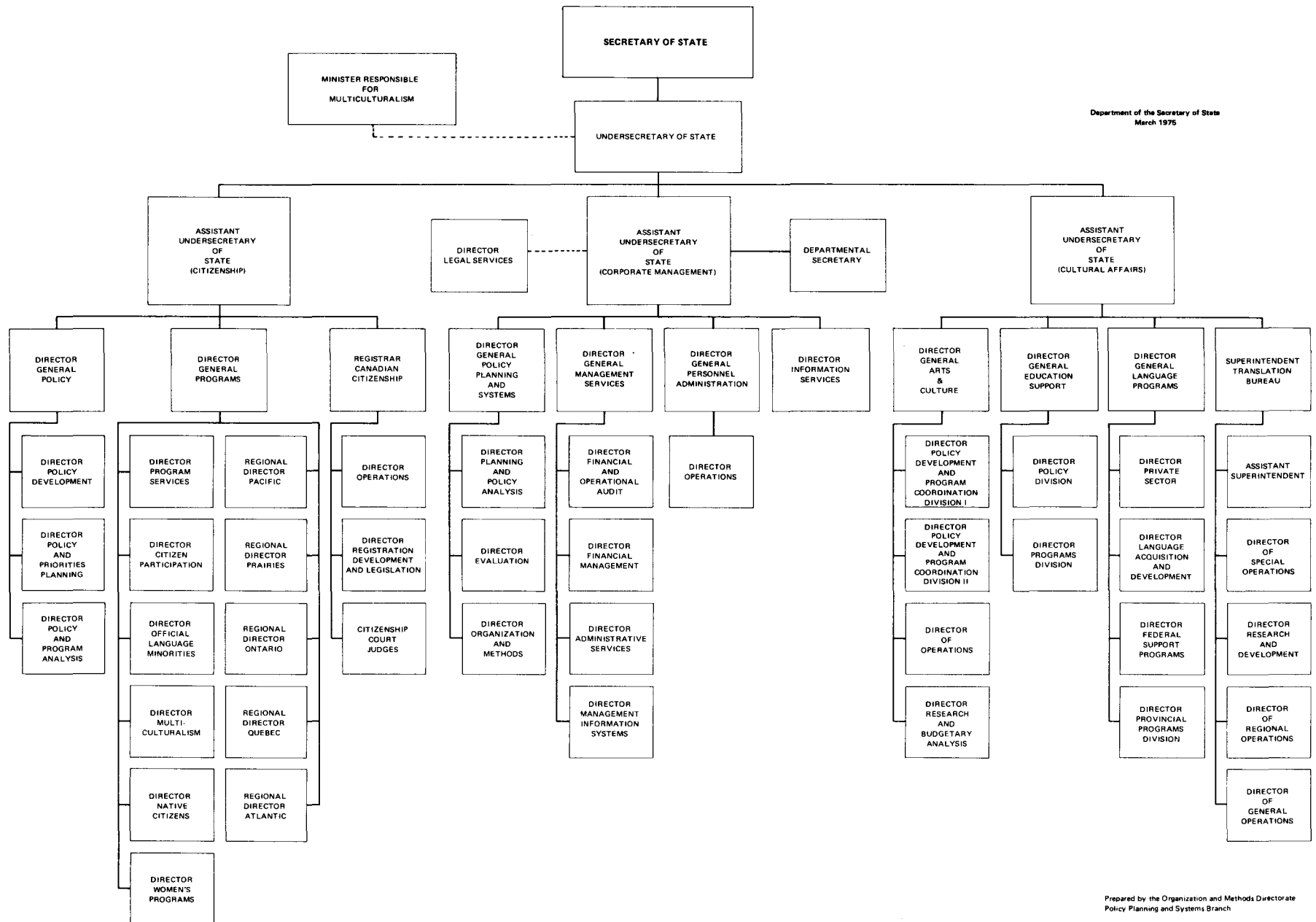
Director General, Programs: Maurice Héroux  
Director General, Policy: Stewart Goodings  
Registrar, Canadian Citizenship: Robert Nichols  
Regional Director, Pacific: Max Beck  
Regional Director, Prairie: (Acting) Orest Zakreski  
Regional Director, Ontario: George Cramb  
Regional Director, Quebec: Pierre Emond  
Regional Director, Atlantic: Frank Glasgow\*

Corporate Management

Director General, Policy, Planning and Systems: Clement Hobbs  
Director General, Management Services: Gérald Lahaie  
Director General, Personnel Administration: Marc Sénécal  
Director, Legal Services: Lewis Levy  
Director, Information Services: Guy Caron  
Departmental Secretary: Bernard Forestell

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\* Until 31 January, 1975



Department of the Secretary of State  
March 1975

RELATED AGENCIES

Canada Council

Canadian Broadcasting Corporation

Canadian Film Development Corporation

Company of Young Canadians

National Arts Centre Corporation

National Film Board

National Library of Canada

National Museums of Canada

Public Archives of Canada

Public Service Commission

Office of the Representation Commissioner



CULTURAL AFFAIRS SECTOR

ARTS AND CULTURE BRANCH

The primary objective of the Arts and Culture Branch was to provide advice and assistance to the Secretary of State in the formulation and development of policies and programs for the achievement of national arts and cultural objectives, and to promote effective cooperation among the federal cultural agencies in the achievement of these objectives.

Program expenditures in 1974-75 totaled \$4.6 million of which \$2.9 million was for grants and contributions (see Table 1).

Reorganization of the branch in 1974-75 resulted in the formation of two policy development divisions, the first responsible for broadcasting, film and publishing policies, the second for policies in respect of museums and the national heritage, performing arts and visual arts. A third division was occupied with research and analysis, including the annual review and analysis of the program forecast and main estimates submissions of the cultural agencies, and for the development and operation, in collaboration with Statistics Canada, of a national cultural statistics program. A fourth division was responsible for the administration of grants and contributions, of the cultural property export and import control legislation, the Festival Canada program, the Film Festival Bureau, matters of state protocol and special events such as royal visits.

Broadcasting

The branch advised and assisted the Secretary of State in the discharge of his responsibility for policy formulation and evaluation in respect of broadcasting, in the light of section 4, the Secretary of State Act and Parts I and III, the Broadcasting Act. The Secretary of State reports to Parliament on the Canadian Broadcasting Corporation, the national broadcasting service.

Branch officials participated in the committee, chaired by the C.B.C., established to implement the Accelerated Coverage Plan announced in February, 1974, by the Secretary of State. The objective of the plan is to extend within five years the national broadcasting service in either official language to all Canadian communities with a population of 500 or more.

During 1974-75 policy development officers collaborated with the C.B.C. in the development of the Northern Broadcasting Plan, in cooperation with the Department of Communications, the Canadian Radio-Television Commission and the Department of Indian and Northern Affairs. The plan is aimed at extending and improving radio and television coverage and service to people in the north, with special attention to community programming and reception of satellite transmission.

A highlight of the year's policy development work was the approval by the government of significant changes in the method of financing the C.B.C. and of the plans and priorities of the Corporation for the period 1975 to 1980, both being the result of close collaboration between C.B.C. and branch officials in cooperation with the Treasury Board Secretariat and Department of Finance.

The branch commenced a study of the cable industry with reference particularly to the implications of technological and other changes in that industry for the national broadcasting service.

### Film

During 1974-75 special attention was focused upon the recommendations of the Film Advisory Committee, set up in 1972 to advise the Secretary of State on film policy, relating to problems of distribution and exhibition of Canadian films and their ability to compete in the domestic market with films of foreign origin.

Discussions were started early in 1975 with provincial governments with a view of establishing a system of quotas for the exhibition of Canadian films and of a levy on box-office receipts which would provide a fund for use in assisting the production of Canadian films.

In November the Secretary of State announced the government's intention to increase the capital cost allowance to investors in the production of Canadian feature films from 60 per cent to 100 per cent.

Planning began, in conjunction with the C.B.C., N.F.B., C.F.D.C. and the Canada Council, for a program of training film makers.

After extended negotiations, the terms of a co-production agreement between the United Kingdom and Canada were approved, this agreement to be signed in September 1975.

### Publishing

The Secretary of State introduced Bill C-58 to amend the Income Tax Act by the deletion of certain provisions whereby advertisers in the pages of several foreign-owned periodicals, notably Time and Reader's Digest, are able to deduct for taxation purposes the cost of such advertising as in the case of advertisements placed in Canadian periodicals. Following second reading, the Bill is to be referred to a Standing Committee of the House of Commons. This is a significant piece of legislation where magazine publishing in Canada is concerned.

In January, at a conference on English-language publishing held at Trent University, the Secretary of State made a policy statement on book and magazine publishing in Canada, including the announcement of a new \$1.5 million program of the Canada Council for assisting Canadian publishers with the promotion and distribution of Canadian books and periodicals.

Planning commenced on an in-depth study of the publishing industry, in close cooperation with publishers and their associations, aimed at developing initiatives and programs for assisting Canadian publishers to compete successfully in the home market with books and periodicals from abroad, and increasing opportunities for Canadian authors.

The Secretary of State was instrumental in bringing about the application, in accordance with sections 27 and 28, the Copyright Act, by Revenue Canada, Customs and Excise, of the prohibitory provisions of the Customs Tariff in respect of the importation of foreign editions of books by Canadian authors.

#### Protection of Canadian Heritage

Bill C-33, an Act respecting the export from Canada of cultural property and import within Canada of cultural property illegally exported from foreign states, was tabled in Parliament in October, 1974, and was passed by the House of Commons in March, 1975.

#### Performing Arts

A number of grants to performing arts organizations were approved in accordance with the capital assistance program announced by the Secretary of State in March, 1974 (see Table 1).

#### General

A study was begun of problems or "irritants" affecting artists and arts organizations in such fields as taxation, social welfare, employment, in conjunction with other federal departments responsible for legislation in such fields.

### Festival Canada and Special Events

The Festival Canada Bureau was established to plan, coordinate and implement the annual program of performing arts and other activities during the month of July in the national capital area, commencing with the July 1st celebrations on Parliament Hill and the children's party at Government House.

Planning began for the program of events to celebrate the centennial of the Supreme Court of Canada in September, 1975.

The 25th Anniversary of the entry by Newfoundland into Confederation was marked by the announcement by the Secretary of State of the approval of a grant of \$1.7 million to that province to be used for appropriate commemorative capital projects.

The State Protocol section of the branch was responsible for the organization of three royal visits including that of His Royal Highness the Prince of Wales to Ottawa and the Northwest Territories in April, 1975.

The Secretary of State announced the allocation by the federal government of \$1 million to the Canada Council to be used by the National Touring Office to help defray the cost of travel and accommodation of artists and arts organizations coming from various parts of Canada to participate in the cultural program connected with the 1976 Olympic Games in Montreal and Kingston.

### Film Festivals Bureau

The Film Festivals Bureau coordinated and organized the participation of Canadian films in national and international festivals. Through an extensive information and publicity program, the Bureau promoted and advertised Canadian films at home and abroad. In 1974 the Bureau participated in 90 film festivals where Canadian films received 157 awards. Grants were provided to eight Canadian film festivals. The Bureau organized participation at two major festivals: The Cannes International Film Festival, where Canadian films are finding commercial marketing opportunities; the Sorrento Film Festival, in Italy, which provided eight days dedicated to Canadian cinema.

### National Anthem

In October, 1974 the Secretary of State introduced in the House a Bill entitled "An Act respecting the National Anthem of Canada" which provided for the adoption of "O Canada" as the national anthem.

Table 1. - ARTS AND CULTURE

GRANTS AND CONTRIBUTIONS

(1974-75)

Support Grants

Canadian Broadcasting League	\$ 65,000	
Canadian Conference of the Arts	180,000	
Canadian Crafts Council	45,000	
Canadian Music Council	80,000	
Federation des Archives du Film	20,000	
Fathers of Confederation Buildings Trust	625,000	
Brandon Film Festival	1,000	
Filmexpo	20,000	
Le Festival International du Cinéma en 16 mm.	7,000	
5th Canadian Amateur Film Festival	5,000	
6th Canadian Student Film Festival	5,000	
Rencontre internationale pour un cinéma nouveau	3,000	
The Canadian Publishers Project Coordinating Committee	160,000	
Theatre Canada	25,000	
	<u>1,241,000</u>	1,241,000

Capital Grants

Centaur Theatre	350,000	
Shaw Festival	300,000	
Canadian Mime Theatre	30,000	
Globe Theatre	21,700	
Alberta Theatre Projects	20,000	
Playhouse Theatre Company	32,500	
Massey Hall	400,000	
Montreal Museum of Fine Arts	500,000	
	<u>1,654,200</u>	<u>1,654,200</u>
	<u>TOTAL</u>	<u>\$2,895,200</u>

EDUCATION SUPPORT BRANCH

In addition to administering the program of post-secondary education adjustment payments described below, the Education Support Branch continued to be engaged during the year in research and analytical work required by the Secretary of State in the discharge of his responsibility for the coordinated development, formulation, implementation and review of federal education policies and programs.

Other major activities of the Education Support Branch included communication and liaison with representatives of provincial governments, the academic community and national organizations on matters of education; and evaluation of the effectiveness of federal policies and programs in support of education against national goals.

The year under review also saw a significant extension of the scope of cooperation with the Department of External Affairs in activities designed to ensure Canada's effective participation in international forums on educational questions.

Post Secondary Education Adjustment Payments

These payments are authorized in Part VI of the Federal-Provincial Fiscal Arrangements Act, 1972, which replaced the Federal-Provincial Fiscal Arrangements Act, 1967. The 1967 Act made provision for a province to receive for 1967-68 a fiscal transfer equal to the greater of \$15 per capita of provincial population, or an amount equal to 50 per cent of the eligible operating expenditures for post-secondary education in the province. For subsequent years, the provinces to which the 50 per cent formula applied remained entitled to transfers on that basis, while the provinces initially on per capita basis (Newfoundland, Prince Edward Island, New Brunswick) were to receive a yearly increase in the transfer in line with the increase in eligible post-secondary expenditures in all provinces combined until such year as the other formula would produce a higher entitlement.

Part VI of the Federal-Provincial Fiscal Arrangements Act, 1972, retained the two basic formulae for calculating these payments, but set a yearly maximum of 15 per cent on the rate of increase in the total federal contribution. The 1972 Act originally provided for the continuation of the post-secondary education adjustment payments for the fiscal years ending in 1973 and 1974. In December 1973 the provisions of Part VI of the Act were extended without change for a further three-year period, i.e., until March 31, 1977.

The transfer of financial resources to provinces for post-secondary education has two components: a federal revenue reduction relating to post-secondary education, with associated equalization and guarantee payments; and post-secondary education adjustment payments designed to bring the total transfer to each province to the level of its entitlement under Part VI of the Act. While the post-secondary education adjustment payments are calculated and remitted to the provinces by the Secretary of State, provisions concerning the federal revenue reduction and associated equalization and guarantee payments are administered by the Department of Finance.

During 1974-75 post-secondary education adjustment payments totaling \$503,579,043 were made to the provinces. This amount includes advances of \$489,165,998 in respect of 1974-75 (see Table 2) as well as additional payments of \$16,372,422 and recoveries of \$1,959,377 effected during 1974-75 in respect of earlier years.

Data received by the Secretary of State late in 1974-75 fiscal year indicated that the 15 per cent ceiling on the rate of increase in the total federal contribution would be in effect for final 1974-75 and 1975-76 calculations.

Post-secondary education adjustment payments made to each province since 1967-68 are shown in Table 3. Up to and including 1974-75, the adjustment payments made by the Secretary of State totaled \$2,994,773,281.

Table 2. - POST-SECONDARY EDUCATION ADJUSTMENT PAYMENTS

ESTIMATED ELIGIBLE OPERATING EXPENDITURES,  
ESTIMATED VALUE OF FEDERAL REVENUE REDUCTION AND ADVANCES  
AUTHORIZED IN RESPECT OF 1974-75, BY PROVINCE

(Thousands of Dollars)

<u>Province</u>	<u>Estimated Eligible Operating Expenditures</u>	<u>50 Per Cent of (1)</u>	<u>Per Capita Formula</u>	<u>Greater of (2) or (3)</u>	<u>Estimated Value of Federal Revenue Reduction</u>	<u>Advances Authorized in Respect of 1974-75</u>
	<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>(4)</u>	<u>(5)</u>	<u>(6)</u>
Newfoundland	36,466	18,233	21,165	21,165	16,153	5,012
Prince Edward Island	6,983	3,492	4,612	4,612	3,477	1,135
Nova Scotia	87,000	43,500	-	43,500	24,079	19,421
New Brunswick	45,605	22,803	26,246	26,246	19,636	6,610
Quebec	795,000	397,500	-	397,500	180,891	216,609
Ontario	877,848	438,924	-	438,924	296,239	142,685
Manitoba	91,536	45,768	-	45,768	29,843	15,925
Saskatchewan	80,058	40,029	-	40,029	26,798	13,231
Alberta	206,645	103,323	-	103,323	50,808	52,515
British Columbia	192,000	96,000	-	96,000	79,977	16,023
ALL PROVINCES	<u>2,419,141</u>	<u>1,209,572</u>		<u>1,217,067</u>	<u>727,901</u>	<u>489,166</u>

Col. (1) - Provincial Estimates

Col. (5) - As estimated by the Department of Finance in September 1974  
Estimate includes associated equalization payments



Table 3. - POST-SECONDARY EDUCATION ADJUSTMENT PAYMENTS TO PROVINCES<sup>1</sup>  
IN RESPECT OF FISCAL YEARS 1967-68 TO 1974-75

(Thousands of Dollars)

<u>Province</u>	<u>1967-68</u>	<u>1968-69</u>	<u>1969-70</u>	<u>1970-71</u>	<u>1971-72</u>	<u>1972-73</u>	<u>1973-74</u>	<u>1974-75</u>
Newfoundland	2,106	2,922	4,041	5,905	6,347	6,219	5,734	5,012
Prince Edward Island	1,078	641	962	1,341	1,447	1,430	1,329	1,135
Nova Scotia	7,694	10,064	13,480	16,350	15,965	17,054	18,486	19,421
New Brunswick	2,584	3,657	5,103	7,590	8,241	8,047	7,616	6,610
Quebec	64,719	75,386	97,621	119,115	155,024	162,742	176,070	216,609
Ontario	51,310	81,911	105,014	143,409	160,741	161,744	153,637	142,685
Manitoba	7,772	10,740	12,585	17,454	19,220	19,236	17,699	15,925
Saskatchewan	12,316	10,766	13,681	15,072	16,184	14,221	16,440	13,231
Alberta	23,914	29,808	38,693	54,069	60,793	53,745	53,370	52,515
British Columbia	9,015	11,286	11,878	15,464	14,701	19,288	14,320	16,023
ALL PROVINCES <sup>2</sup>	<u>182,508</u>	<u>237,182</u>	<u>303,058</u>	<u>395,769</u>	<u>458,663</u>	<u>463,726</u>	<u>464,701</u>	<u>489,166</u>

<sup>1</sup> For any year, the figures shown represent monthly advance payments made during the year in question as well as subsequent recoveries or additional payments in respect of that year. The figures are subject to revision due to changes in final value of the federal revenue reduction and to final audit of eligible operating expenditures.

<sup>2</sup> Individual figures may not add to total figure shown due to rounding.

## BILINGUALISM DEVELOPMENT

The Language Programs Branch was responsible for developing and administering a number of official languages programs which stemmed in large part from the Canadian Government's response to the recommendations of the Royal Commission on Bilingualism and Biculturalism. They were designed to promote the acquisition and use of the official languages in Canadian society, and to ensure their equality and status.

Programs were developed to meet the following objectives: to provide an increased opportunity for Canadians of the majority official language group in each province to acquire a knowledge of the other official language; to provide an increased opportunity for Canadians of the minority official language group in each province to be educated in their own language; to encourage, where appropriate, the use of the two official languages in provincial and municipal administrations; to encourage the use of both official languages in the operations of organizations and institutions in the private sector; to encourage and assist in the development of improved methods for acquisition and use of the official languages; to cooperate with other countries and international organizations on matters relating to institutional and individual bilingualism. Programs were administered by three divisions: Federal-Provincial Relations Division, Private Sector Division, Language Acquisition and Development Division.

### Federal-Provincial Relations Division

Under the program of bilingualism in education at the elementary, secondary and post-secondary levels, federal support payments totaling \$78,607,463 were made in 1974-75 to the provinces on a formula basis to promote second-language teaching and minority-language education (English in Quebec and French elsewhere in Canada). A total of 22 educational institutions qualified for grants as minority language post-secondary institutions. These grants were divided by province as follows: Nova Scotia, one; New Brunswick, four; Quebec, three; Ontario, ten; Manitoba, two; Saskatchewan, one; and Alberta, one.

Special assistance was provided for the establishment of nine language centres, one each in Prince Edward Island, Nova Scotia, Newfoundland, Ontario and Manitoba, and two in Quebec and British Columbia. In addition, further payments were made to a major French-language teachers' college in St. Boniface, Manitoba.

In most provinces, teachers and students were able to benefit from grants and bursaries to pursue language studies. A total of 4,860 teachers received bursaries for short refresher courses designed to improve

their skill in language teaching. Fellowships and travel funds were also made available to students wishing to specialize in second-language studies or study in their first official language outside their province of residence. Under a special pilot project, some 200 second-language monitors studied in a post-secondary educational institution outside their province of residence, and at the same time, assisted second-language teachers in local educational institutions.

Special Projects for Bilingualism in Education: Assistance for special projects reflecting the special needs of individual provinces was made available for a period up to 31 March, 1979, under the agreement governing the Federal-Provincial Program for bilingualism in education. The purpose of special projects was to provide assistance to the provincial governments for areas they themselves consider to be in need of special attention. In this sense the projects represent an innovation or addition to programs already in existence, or else respond to a pressing need which to date has remained unanswered. They may be implemented at all levels of the educational system, including that of adult education, and are financed on a cost-sharing basis by the federal and provincial governments. By their very nature, special projects are of limited, short duration, with the period to be discussed between the federal and provincial governments, and it is therefore expected that federal financial assistance is required for a specific time only.

Projects supported during 1974-75 included: the introduction or expansion of French programs in several school districts of British Columbia; the development and assessment of French programs in the Yukon and Northwest Territories; a program to improve the quality and quantity of minority language education in High Prairie, Alberta, and Regina, Saskatchewan; a cultural and linguistic immersion project for new Manitoba teachers of French as a second language; a series of instructional television programs designed to aid in the teaching of English as a second language to Ontario's francophone students; continued support of a program to provide second language curriculum advisors throughout the educational system of Quebec; the development of French-language education for deaf francophone students in New Brunswick; assistance to Collège Ste-Anne in Nova Scotia; the provision of French language coordinators in Prince Edward Island; and the operation of a French language summer immersion course for children in St. John's, Newfoundland.

#### Language Acquisition and Development Division

This division endeavored chiefly to encourage and support activities in the field of language pedagogy. A total of \$746,973 was granted to institutions. Efforts were made to encourage the application of findings of language research, and activities were undertaken for the dissemination of information on language matters throughout Canada. Steps were taken to establish liaison with agencies and institutions which have collected documents on bilingualism, with the ultimate objective of developing a documentation and reference centre on language matters.

In addition, this division, in cooperation with other federal government departments, was responsible for maintaining relations with other countries and international organizations on matters pertaining to institutional and individual bilingualism.

This division also provided technical cooperation for the Bilingual Districts Advisory Board which in accordance with requirements of the Official Languages Act was appointed in 1972 to conduct an inquiry concerning the areas of Canada in which one of the official languages is spoken by the linguistic minority and to submit to the Government a report on its findings and recommendations concerning the establishment of Bilingual Districts.

### Bilingualism in Public Administration

Under the program for bilingualism in public administration, financial and technical assistance was made available to the provincial and territorial governments interested in encouraging the use of the two official languages within their institutions. Emphasis continued to be placed on second-language courses for provincially sponsored public servants who were enrolled in both the Language Bureau Schools of the federal Public Service Commission and provincial language training programs subsidized by the federal government. Eligibility for such courses was extended to cover, in addition to provincial civil servants, municipal employees and school board administrators who are selected and sponsored by a province or territory. Four provinces benefited from this form of assistance: Prince Edward Island, Quebec, Ontario and New Brunswick. In addition, New Brunswick and Quebec received federal financial assistance toward the translation of their statutes and regulations. The federal contributions made in 1974-75 under this program totaled approximately \$716,000.

### Private Sector Division

This division's programs were designed to encourage an equitable use of the official languages in organizations and institutions of the private sector.

An assessment of the programs was recently completed and a more comprehensive and efficient approach put into effect. The accent was placed on assisting associations which have developed a bilingualism plan and commit themselves to meet the objectives established within that plan. In 1974-75, 226 associations received grants to help cover the cost of interpretation services at their major meetings and the translation of some of their basic documents.

In the world of business emphasis was placed on the language of service. Technical assistance including evaluation of needs, information on language training, and translation and documentation was available to business firms. Continued cooperation was offered to the Business Linguistic Centre, consisting of some 50 Montreal business firms which have pooled their resources and efforts toward an equitable use of the official languages.

Table 4. - LANGUAGE ADMINISTRATION

GRANTS AND CONTRIBUTIONS

(1974-75)

Aid to voluntary associations (interpretation and translation)	\$ 566,973
Summer Language Bursary Program	2,618,720
Linguistic Research	746,973
Contributions to the provinces (bilingualism in education)	87,994,525
Contributions to the provinces (technical and financial assistance)	716,093
TOTAL	<hr/> \$92,643,284

## TRANSLATION BUREAU

### General

By law the Translation Bureau is the only government body responsible for providing translation, interpretation and terminology services in all languages as necessary for the proper functioning of the government and its agencies. The past fiscal year saw Cabinet also assign the Bureau responsibility for standardizing government administrative language, with particular reference to the two official languages, English and French.

The year was marked both by difficulty in recruiting skilled translators and interpreters in sufficient numbers to meet the growing demand in the government and its agencies, and by a very large demand for work of a more difficult and technical nature. These two factors have affected general productivity.

In addition, in a move to facilitate the Bureau's efforts in the areas of planning, co-ordination and evaluation of its programs, the assistant superintendent was freed from his operational responsibilities so that he might take charge of a study on Bureau structures. This study will deal with all aspects of how the Bureau's operations are or should be structured, such as the nature and relationship of its various components, working conditions and methods, classification plans, staff relations and so on.

At March 31, 1975, there were 1,368 employees in the Bureau: 862 translators, 404 administrative and support staff and 102 grant-aided translators in the university training program.

The number of translators rose 18 per cent from 1973-74. The Bureau's translation services produced a total of 186,465,865 words in 1974-75 compared with 173,334,742 words in 1973-74 - an increase of eight per cent. The number of translations done inside the Bureau went up four per cent while the number sent out to contract rose 26 per cent. The number of man-days of interpretation rose from 7,170 in 1973-74 to 12,244 in 1974-75 - an increase of 70 per cent.

### Special Operations

The Special Operations Branch included the Parliamentary translation and interpretation services and conference interpretation services in the official languages and in foreign languages.

During the fiscal year the volume of Parliamentary translations fell considerably, due to the holding of the federal election in 1974. Parliament sat for only 128 days in 1974-75, compared to 168 the previous year. The number of words translated fell from some 24 million in 1973-74 to 19.6 million in 1974-75. There was a considerable increase in demand for interpretation, except in the House of Commons and the Senate. This increase made itself felt particularly at conferences organized by the departments. The number of interpreter-days rose 52 per cent in the Official Languages Conferences Section and 74 per cent in the Multilingual Conferences Section. This made it necessary to rely to a great extent on freelance interpreters, whose contribution in the past year totaled more than 100 man-years. The 1975-76 fiscal year will see measures aimed at rectifying this shortage of interpreters.

### General Operations

The General Operations Branch provided translation services for some 120 departments and agencies in the National Capital Region. It consisted of three divisions: the Scientific and Technical Division, the Socio-Economic Division and the General and Legal Division.

In 1974-75 the translation services working for the scientific and technical departments translated approximately 26 million words, while 34 million were translated for the socio-economic departments. The General and Legal Division translated about 21.3 million words. Production for General Operations as a whole totaled 81.2 million words. At the end of 1974-75 the branch had approximately 424 translators and 161 support staff.

The General Operations Branch has been participating in an in-depth study of its structure and operations with a view to providing better service to its customers. By the beginning of the next fiscal year the study should have resulted in a structural re-organization and an operation directed more toward customer needs.

### Regional Operations

The Regional Operations Branch provided translation services in the official languages outside the National Capital Region, but its operations also included the National Defence Division, the Multilingual Services Division and the Contracts Section. The activities of this branch extended from Lahr, Germany to Chilliwack, B.C.

In 1974-75, the activities of the National Defence Division and the regions were consolidated. The branch continued the efforts toward specialization in certain sections which it had begun the previous year.

There was difficulty obtaining adequate office space for the Montreal Division. Staffing of the Multilingual Services Division remains a slow and difficult process.

In the Montreal Division, the staff rose from 122 to 140. Toward the end of the fiscal year, the Montreal Division helped set up a computerized weather forecast translation project to be carried out by a team of linguists and computer experts from the University of Montreal.

In the National Defence Division, translation production increased from 21.2 million words in 1973-74 to 31.6 million in 1974-75. There is a growing volume of increasingly technical work from National Defence.

The Contracts Section continued to provide overflow service in cases where a text was not to be translated in the Bureau's operational sections because of the client's deadline or the special nature of the text in question. In 1974-75, some 400 freelancers translated a total of 23 million words compared with 17 million last year.

In the Multilingual Services Division, the demand for translation of technical and scientific texts written in languages other than French and English remained strong during the year. Production was about 20 million words compared with 18 million the previous year. The growing number of international conferences created a greater demand for translation, interpretation, and even typing services in the Multilingual Services Division.

#### Research and Development

The Research and Development Branch was responsible for terminological and linguistic research as well as staff training and development.

Terminological and Linguistic Research: During 1974-75, the Division continued to distribute its monthly bulletin L'Actualité Terminologique. The same number were printed as in 1973-74, that is, about 1,500 copies. Eight new terminological bulletins were published: Supplément au répertoire alphabétique des lois fédérales, Propriété industrielle et intellectuelle, Médecine, Termes fiscaux, financiers et administratifs, Arrêtés de terminologie de la République française, Recueil des définitions des lois fédérales, Flore du Canada, and Aéronautique. The Bureau had to print or reprint 18,200 copies of terminological bulletins, of which it distributed about 14,500. The preparation of these bulletins resulted in approximately 27,500 new entries in the central card index.

The Division's terminological information service answered some 18,500 telephone requests for information.



In 1974-75, the Bureau entered into negotiations with the Régie de la langue française and the University of Montreal with a view to achieving better co-ordination of terminological research in Canada.

To facilitate work in terminology, the Translation Bureau created a task force in March 1975 to study the needs of the federal government and the working structures necessary for the eventual establishment of a word bank.

### Library Service

The branch continued its efforts toward better organization of documentation and library services.

### Training and Development

Development Section: During 1974-75 the Development Section concentrated its efforts on training revisers and groups of translators with special responsibility for the quality of texts and for the guidance of new translators. Training on an individual basis was supplemented by group activities in the form of workshops and lecture-discussions.

The section was also assigned responsibility for preparing and marking recruitment examinations for translators.

Under a program of practical development abroad, the section arranged assignments for five young Bureau translators in various ministries or administrations of the French government in Paris.

Training Section: As part of the program for university training in translation, the section directed its efforts toward the selection and monitoring of grant-aided translators taking honours courses in translation at six universities: Laurentian, Laval, Montreal, Ottawa, Quebec (Trois-Rivières), and Moncton. In May 1974, 63 of these grant-aided translators were taken into the Bureau, while 139 second-year students received practical training, both in operational sections and in the Training Section. At the beginning of the 1974-75 academic year, 62 new grant-aided translators were recruited under the program, bringing the number of translation students subsidized by the Canadian government to a total of 201.

During the year, the section took in a number of French youth serving in Canada under the France-Canada Cultural Agreement in lieu of military service.

Table 5. - TRANSLATION BUREAU PRODUCTION

1974-75

<u>Section</u>	<u>Words Translated Inside</u>			<u>Words Translated Outside</u>			<u>TOTAL</u>	<u>TOTAL</u>	<u>TOTAL</u>
	<u>E - F</u>	<u>F - E</u>	<u>Total</u>	<u>E - F</u>	<u>F - E</u>	<u>Total</u>	<u>E - F</u>	<u>F - E</u>	<u>E &amp; F</u>
Research and Development	831,495	109,143	940,638	-	-	-	831,495	109,143	940,638
General Operations	68,921,897	12,368,428	81,290,325	13,417,539	3,620,750	17,038,289	82,339,436	15,989,178	98,328,614
Special Operations	17,521,926	2,059,281	19,581,207	6,270	6,510	12,780	17,528,196	2,065,791	19,593,987
Regional Operations	35,172,959	6,206,168	41,379,127	6,054,740	130,330	6,185,070	41,227,699	6,336,498	47,564,197
<u>TOTAL ENGLISH AND FRENCH</u>	<u>122,448,277</u>	<u>20,743,020</u>	<u>143,191,297</u>	<u>19,478,549</u>	<u>3,757,590</u>	<u>23,236,139</u>	<u>141,926,826</u>	<u>24,500,610</u>	<u>166,427,436</u>
	<u>FL - E</u>	<u>E - FL</u>	<u>Total</u>	<u>FL - E</u>	<u>E - FL</u>	<u>Total</u>	<u>FL - E</u>	<u>E - FL</u>	<u>TOTAL FL &amp; E</u>
Multilingual Services	3,664,139	704,453	4,368,592	14,821,350	848,487	15,669,837	18,485,489	1,552,940	20,038,429
<u>GRAND TOTAL</u>	<u>126,112,416</u>	<u>21,447,473</u>	<u>147,559,889</u>	<u>34,299,899</u>	<u>4,606,077</u>	<u>38,905,976</u>	<u>160,412,315</u>	<u>26,053,550</u>	<u>186,465,865</u>

## CITIZENSHIP SECTOR

### POLICY BRANCH

The Policy Branch provided the policy development, research, evaluation and related services required by the Citizenship Sector, and in particular by the Programs Branch.

The Policy Branch had three headquarters units: Policy Development, Policy and Priorities Planning (often referred to as "Research"), and Policy and Programs Analysis ("Evaluation"); and a functional relationship to a Regional Policy Officer in the office of each Regional Director. Work was organized on a project team basis: a Policy Branch officer was appointed to deal with a particular issue through its various phases of investigation and planning, according to his or her expertise and interests; and this officer in turn involved other Policy and Programs Branch officers on the team, as required.

The three Policy Branch units had distinct but mutually supportive functions. The role of Policy Development was to direct development of new citizenship policies in view of ongoing experience as well as of results of research and evaluation; to finalize policy in the required format; and to advise programs on the implementation of policies. The role of the Policy and Priorities Planning unit was to develop and maintain an information base supporting social policy planning in the citizenship area, by collecting and interpreting research done elsewhere as well as by initiating and contracting or carrying out research in-house; to recommend priorities and policy alternatives based on interpretation of research; and to provide information on broader social changes and milieux for use in policy development and evaluation work. Finally, the Policy and Program Analysis unit was mandated to review, assess and evaluate Citizenship Sector activities; to assist in planning and clarification of program objectives and activities; and to devise evaluation methods and strategies appropriate to the nature of citizenship and social development.

1974 -75 was primarily a start-up year for the Policy Branch. In addition to organizational planning, job description writing and staffing, the branch contributed to a number of important Citizenship Sector activities, especially the finalization of new program proposals for Group Understanding and Human Rights, and research and planning in the area of relations among ethnic groups. This will continue to be a major concern in 1975 -76.

PROGRAMS BRANCH

CITIZENS' PARTICIPATION DIRECTORATE

Citizens' Participation encompassed three program areas (Assistance to Community Groups, Social Communications, and Group Understanding and Human Rights) having as the principal objective to promote and improve the participation of citizens in all aspects of Canadian society. The Citizens' Participation Directorate addressed itself to all Canadian citizens as opposed to the four other citizenship directorates which each focused on a specific target population.

Assistance to Community Groups

This division promoted effective participation of citizens in the decisions that affected the quality of their community lives through the strengthening of the voluntary sector. Grants were provided to community groups to encourage the exchange and sharing of information and resources among organizations; to encourage organizations to develop democratic structures and programs and to assist them to acquire the necessary skills, resources and information; to increase the exchange of information between government and citizens; and, through the Student Community Service Program, to channel the energy and imagination of youth into the voluntary sector.

During the fiscal year 1974-75, 197 grants were awarded to voluntary organizations across Canada for a total amount of \$679,986. An additional total of \$3,627,262 in grants was awarded through the Student Community Service Program. A catalogue of federal funding sources was prepared to make it easier for Canadian voluntary organizations to contact federal government departments whose aims are similar to their own and which may be prepared to offer financial and other assistance. This directory was made available through the department's offices and Information Canada centres.

Social Communications

This division dealt with the Travel and Exchange, Hostels and Citizenship Promotion functions of Citizens' Participation. Grants were provided to help finance projects which encourage personal interaction among Canadians from different regions of the country and develop a greater understanding of the geographic and cultural diversity of Canada. An international granting program was also administered through this division.

Through the Travel and Exchange Program 490 grants totaling \$1,564,124 were awarded to voluntary groups for travel projects within Canada. A further 86 grants totaling \$706,498 were made for international travel projects, including the Canada World Youth Program. The Young Voyageurs Program, which was operated in conjunction with the provinces and territories, provided interprovincial visits to 5,660 Canadian secondary school students at a direct cost to the department of \$1,545,000 in grants and contributions.

In the international sphere the Contact Canada Program, in concert with Canadian voluntary groups, brought 150 young Canadians together with an equal number of foreign young people in six projects of cultural exchange in regional centres. An additional 175 Canadians were assisted in taking part in projects in nine foreign countries. The total cost of this program at home and abroad was \$290,000.

The Hostel Program, which was part of the government's Student Summer Employment and Activities Program, assisted the operation of 98 hostels across Canada. In addition to providing safe, clean and inexpensive lodging for thousands of young travelers the hostels provided some 550 summer jobs for students at a total cost in grants of \$809,997.

A total of \$290,000 in grants was awarded by the Citizenship Promotion Program to national voluntary agencies for various projects designed to enhance Canadians' perceptions of national unity and identity. As well, the program provided limited quantities of Canadian flags to Members of Parliament for distribution to groups and institutions in their constituencies.

#### Group Understanding and Human Rights:

This division promoted and assisted intergroup understanding and the enjoyment of human rights and fundamental freedoms. Grants were provided to voluntary organizations that contributed to the progress of group understanding and human rights in Canada and that developed projects to help reduce intergroup tensions, prejudice and discrimination. A total of 30 grants amounting to \$138,395 was distributed by the program in the past year to various voluntary organizations at the regional and national levels. Projects included seminars and conferences on specific human rights and group understanding issues as well as counselling services and educational sessions. Operational grants for several ongoing organizations were also provided.

Cooperative efforts were also undertaken with private and governmental organizations. During the past year the program assisted the Canadian Association of Statutory Human Rights Association (CASHRA) in the preparation of a training session for human rights workers. Within the federal area the program carried out the department's responsibility as the central point of reference for the government's domestic interest in human rights.

Table 6. - CITIZENS' PARTICIPATION

GRANTS AND CONTRIBUTIONS

(1974-75)

A. GRANTS

1) Assistance to Community Groups	\$ 679,986	
- Student Community Service Program	<u>3,627,262</u>	4,307,248
2) Group Understanding and Human Rights		138,395
3) Social Communications		
- Travel and Exchange	2,559,001	
- Hostels	809,997	
- Citizenship Promotion	<u>290,000</u>	<u>3,658,998</u>
	<u>TOTAL GRANTS</u>	<u>\$8,104,641</u>

B. CONTRIBUTIONS

- Travel and Exchange 1,545,000

TOTAL CONTRIBUTIONS 1,545,000

TOTAL \$9,649,641

## OFFICIAL LANGUAGE MINORITY GROUPS DIRECTORATE

The objectives of the Directorate for Official Language Minority Groups were to promote the cultural and linguistic development of the official language communities where they exist as minorities; to foster a better understanding between the two official language groups throughout the country; and to implement programs that stress co-operation between the two groups. A total of \$2,901,675 in grants was awarded in the following activity areas:

### Aid to Provincial Associations

Under this program, sustaining grants were awarded to provincial organizations which, in their respective province, represented a large proportion of the official language minority population of their particular provinces. These grants, which were distinct from project grants, were applied to the operational budget of these organizations, the maintaining of a permanent secretariat and coordination of province-wide programs.

### Social Animation

This program was designed to encourage English- and French-speaking groups in provinces where they constitute minorities, to participate in group activities which provide outlets for their individual creative talents, awaken pride in their distinctive Canadian heritage, enable them to better appreciate the uniqueness and values of that heritage, and instill in them a shared desire to preserve and reinforce these values. After five years of experience, which demonstrated the value of this program as one of the most effective tools offered to official language minority groups, special efforts were directed during the year toward the social and cultural development of these groups.

### French-English Relations

This program, derived from the amalgamation of two former programs ("Seminars and Workshops" and "Special and National Projects"), was designed to help Canada's two official language communities live and work together harmoniously in the pursuit of national goals, by providing opportunities for the Canadian public to understand and accept the French-English fact and its implications for different spheres of national activities.

### Cultural Centres

Under this program, priority was given to performing arts and particularly forms of oral expression, through the provision of human and material resources. Grants were given to local organizations for cultural projects, with recipients sharing in the cost. The program also helped in the qualitative development of these groups, by making it possible for representatives to attend workshops and training courses in their area of activity. Again this year, through its Directorate for Official Language Minority Groups, the department made such participation possible in the fields of drama, choir and folk singing, dancing and organization.

### Cultural Exchanges

This program was comprised of two types of exchange: inter-provincial and intra-provincial. During 1974-75, the department's financial assistance enabled several groups to perform in different parts of Canada and a number of local folk singers, theatrical and choral groups to travel and perform within their own province. The program also provided financial assistance for the distribution of children's films, tours by "chansonniers" to French-speaking communities located in English-speaking areas, and, on occasion, tours by major theatrical companies.

### Youth Activities

This program was designed to enable the younger generation to contribute in its own way to the socio-cultural growth of English- and French-speaking minority communities. Monies were granted to promote the regrouping of youth in a province, region, or on the national level, to encourage young people to develop projects facilitating better participation in community activities and finally, to enable youth organizations to plan activities corresponding to their needs and interests.

### Special and National Projects

The objectives of this program were re-defined to encourage organizations in the development of new projects requiring a greater participation by official language minority groups and to contribute to the development of national organizations whose objective is to strengthen the ties between groups from different provinces but having the same language and culture. For that purpose, grants were awarded for national meetings, conferences and a few pilot and special projects.



### International Participation

In order to allow the language minority groups to play a more active role in Canadian society, the program made it possible for a limited number of leaders within these groups to attend training sessions in other countries. In 1974-75, such leaders attended summer training sessions offered by "l'Université de Marly-le-roi" (France), as well as l'Association France-Canada's annual conference and various other international meetings.

### WOMEN'S PROGRAMS DIRECTORATE

To encourage the greater participation of women in decisions that affect the quality of their lives, this directorate provided support for women's organizations to promote a greater understanding of the status of women in Canada and in developing activities which help women acquire the knowledge and skills necessary for effective participation as equal citizens. In 1974-75, 79 organizations received \$200,000 in grants toward this goal. The directorate also carried out community education activities aimed at special influence groups and the general public to encourage more positive attitudes toward the changing role of women.

Because of International Women's Year (1975), the Women's Directorate of the Citizenship Sector was also granted the authority by Treasury Board to provide funds for International Women's Year projects to help Canadians participate in this worldwide effort to improve the status of women in society. For 1974-75, 194 organizations received a total of \$523,642 in grant funds. In addition, \$395,028 was given to forty-five organizations specifically for cultural projects.

International Women's Year activities included special grants funds for national and local women's groups; cultural events designed to promote a recognition of women's achievements in the arts; Inter-change 75, a seminar series designed to bring together women and those in decision-making positions in the public and private sector to address problems of mutual concern related to the status of women; a program for young women, and a special program for native women.

Some of the groups and projects to receive funds included:

Women's Art Centre of Moncton - Moncton, New Brunswick

\$12,000 for the co-ordination of a program of training and skill sharing workshops, a film series, and a lecture series on self-criticism and professional knowledge.

Vidéographe - Montreal, Quebec

\$24,000 to recruit and train women to produce six video tape programs on subjects of interest to women; to distribute the tapes for use by other groups; and to hold a video-tape festival on women.

National Action Committee on the Status of Women in Canada - Toronto, Ont.

\$15,000 to maintain and develop a national network of communications among Canadian women and their organizations concerned with implementing recommendations of the Royal Commission on the Status of Women in Canada. The Committee will also provide leadership, training meetings and conferences essential to women in isolated communities.

University Women's Club of Saskatoon - Saskatoon, Saskatchewan

\$7,000 for a year-long program to promote community awareness of status of women, alert high school women to changing roles, develop resources and methods for community involvement in life-planning of students and promote awareness of school personnel of sex-role stereo-typing and of affirmative action plans.

Western Canadian Women's News Service - Vancouver, B.C.

\$6,000 to produce monthly news packets to provide women's groups, government, educational and other institutions, community organizations and the media with up-to-date information on the current status of women.

## MULTICULTURALISM DIRECTORATE

This directorate administered a number of activities with the objective of encouraging the development of a society in which individuals and groups have an equal chance to develop and express their cultural identity as an integral part of Canadian life.

### Ethnic Groups Liaison

This program was implemented by officers specializing in Canada's ethno-cultural communities. These officers (Afro-Caribbean, Mediterranean, Nordic, Asiatic and Slavic) during the year under review, acted in an advisory and liaison capacity and assisted in developmental activities of ethno-cultural communities and organizations at the national level. They were involved in programs of the Multiculturalism Directorate which provided funds for projects designed to meet the developmental objectives of Ethnic Groups Liaison: the Projects Grants, the Multicultural Centres, and the Non-Official Languages Teaching Aids.

### Multicultural Projects Grants

Through this program, grants were made available to voluntary groups in support of a wide range of projects which assisted Canadian ethno-cultural groups to maintain and develop their cultural traditions, which promoted inter-cultural sharing and an awareness of Canada's cultural diversity, and which assisted immigrants to become full participants in Canadian society.

During the fiscal year 1974-75, the Citizenship Sector adopted a decentralized granting system. Under this new system 611 multicultural projects were supported at both regional and national levels for a total of \$2,258,701.

### Multicultural Centres

A Multicultural Centre is a place where people of all cultural backgrounds can meet each other and share their traditions. The Centre provides space and facilities for groups to carry out co-ordinated programs in areas such as theatre, arts and crafts, referral services, discussion groups, music and dance instruction, performances, displays and social gatherings.

During fiscal year 1974-75 the Multicultural Centres program made grants available to communities which had or were trying to develop a multicultural centre, in order to assist them with developmental activities or the on-going expenses of the facilities concerned. Thirteen centres across Canada received total funding in the amount of \$240,900.

#### Non-Official Language Teaching Aids

This program responded to the realization that teaching aids for members of ethno-cultural groups and children of immigrants who wish to retain their respective languages are at present scarce and out-dated. There exists a need for new textbooks and other teaching aids in order that individuals can retain and strengthen their cultural identity within a Canadian context.

During fiscal year 1974-75, 13 grants for a total amount of \$62,916 were given across Canada to assist groups in the production of textbooks and audio-visual teaching aids.

#### Ethnic Press Analysis Service

During the year the Ethnic Press Analysis Service received and analyzed over 200 ethnic newspapers and periodicals in more than 30 languages. The information gathered from the press was used to prepare a monthly review entitled the Canadian Ethnic Press Review. This publication, produced in a limited edition, is distributed to officers and libraries of various government departments and agencies. The Service also carried on liaison activities with the Canada Ethnic Press Federation and its four affiliated Press Associations in Toronto, Montreal, Winnipeg and Vancouver.

#### Canadian Identities

The Canadian Identities program endeavored to help Canadians recognize and understand their cultural heritage and identity as part of the wide variety of cultures existent in our society, and to enrich the artistic life in Canada.

Multicultural Festival: The first Multicultural Festival was held in July 1974. It consisted of folkloric dancing and theatre and was held in Ottawa. Plans were developed for the second festival to be held partly in Quebec City and Ottawa, including a crafts exhibition.

Theatre: Regional festivals were planned and more grant applications were received this year. The Multicultural Theatre Association initiated work on the development of regional chapters of the Canadian Multicultural Theatre Association. The first playwright competition was funded, to be produced at the next Ontario Regional Festival. Plans were undertaken for Canadian participation at the Second International Black Arts Festival in Lagos, with the National Black Coalition having the main responsibility for this event.

Folklore: Many regional festivals were held across the country which were initiated and funded by the program including Folkfest in Vancouver and Ethno-Quebec in Montreal.

Literature: Although this was still a relatively new program, quite a few contracts were awarded for the translation of literary work relating to Canadian ethno-cultural groups. The Ethnic Cookbook was written by Sondra Gotlieb. The Great Canadian Promotion, written by Jean Bruce, was prepared for publishing.

Crafts: The department participated in the International Exhibition "In Praise of Hands" in Toronto, leading to a crafts exhibition in Ottawa. A craft survey was carried out and the results will be available early next year.

#### Canadian Consultative Council on Multiculturalism

The Canadian Consultative Council on Multiculturalism, an advisory body to the Minister Responsible for Multiculturalism, consisted of 101 persons drawn from forty-seven ethno-cultural backgrounds. During the year the National Executive met three times; the Atlantic, Quebec and British Columbia regional Councils met twice, the Ontario Council three times, and the Prairies Council five times. One national meeting was held on December 14, 1974. At that meeting the Minister Responsible for Multiculturalism was presented with recommendations for the Council's first annual report.

#### Multicultural Studies Program

Guided by the Canadian Ethnic Studies Advisory Council, the Multiculturalism Directorate initiated the Visiting Professors Program. Three professorships were awarded to the following universities, with

financial assistance: University of Moncton, Carleton University and University of Toronto. During the first quarter of 1975 the Visiting Lectureship Program was commenced and several lectures on multicultural topics were given at additional universities.

The Non-Official Languages Study was completed, evaluated by the Canadian Ethnic Studies Advisory Committee, and recommended to the Minister Responsible for Multiculturalism for release. Preliminary reports on the Majority Attitudes Study and Supplementary Language Schools Study were received and assessed. The committee initiated, reviewed and examined several other research projects relevant to the ethnic studies, e.g., a small research study into the field of school curricula concerning ethnic studies.

Three new histories were added to the list of 20 ethnic histories that had been commissioned earlier - Irish, Byelorussian and Jewish. Invitations for proposals were issued for four more histories - Blacks, Métis, Native Peoples and Estonians. Preliminary steps were taken to select a publisher for the Ethnic History series.

#### Immigrant Orientation

During the year under review this division continued to administer federal-provincial agreements regarding teaching of English and French to adult immigrants. The federal government provided the provinces, under the Language and Citizenship Classes Agreement - \$1,096,836; under the Textbook Agreement - \$137,456. The breakdown for individual provinces was as follows:

<u>Language Instruction</u>		<u>Language Textbooks</u>	
Quebec	- \$181,913	Quebec	- \$58,269
Ontario	- 507,451	Ontario	- 77,276
Alberta	- 9,916	Saskatchewan	- 1,910
Saskatchewan	- 9,924		
British Columbia	- 387,630		

Table 7. - MULTICULTURALISM PROJECTS GRANTS

(1974-75)

	<u>Number of Projects</u>	<u>Amount Funded</u>
British Columbia	60	\$ 217,997
Alberta	51	133,471
Saskatchewan	60	127,017
Manitoba	40	119,024
Ontario	225	641,840
Quebec	80	348,040
New Brunswick	5	13,200
Nova Scotia	12	36,000
Newfoundland	10	15,979
Prince Edward Island	2	11,800
National	73	594,333
	<hr/>	<hr/>
<u>TOTALS</u>	<u>618</u>	<u>\$2,258,701</u>

Table 8. - THIRD LANGUAGE TEACHING AIDS

(1974-75)

<u>Number of Grants</u>	<u>Total Amount Funded</u>
<u>13</u>	<u>\$62,916</u>

Table 9. - MULTICULTURAL CENTRES GRANTS

(1974-75)

<u>Locality</u>	<u>Amount per Centre</u>
Digby (N.S.)	\$ 4,500
Hamilton (Ont.)	60,000
Hamilton (Ont.)	13,500
Kitchener (Ont.)	16,100
St. Catherines (Ont.)	35,800
Sault Ste Marie (Ont.)	3,000
Sherbrooke (Quebec)	3,000
Sudbury (Ont.)	18,000
Sydney (N.S.)	10,000
Thompson (Man.)	15,000
Toronto (Ont.)	15,000
Vancouver (B.C.)	20,000
Winnipeg (Man.)	27,000
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<u>TOTAL: 13 Centres</u>	<u>\$240,900</u>

## NATIVE CITIZENS DIRECTORATE

The Native Citizens Directorate was established to assist native people to define and achieve their place in Canadian society by providing them with the resources to identify their needs and actively undertake their development as Canadians.

### Core and Communications Workers

This program was designed to enable the native people through their own provincial, territorial and national associations to undertake initiatives in formulating policies and programs to further their development.

Core funding grants were given to associations with demonstrated support from their declared constituents for administrative costs such as staff and salaries, travel expenses, office costs, meeting expenses and special services. The Core program also supported the costs of communication workers; those who provide a direct liaison between the associations' executive members and local communities.

In 1974-75 three national associations representing the three sectors of native life in Canada received funding. These included the Native Council of Canada, representing the Métis and non-status Indian people; the National Indian Brotherhood, representing the status or treaty Indian people; and the Inuit Tapirisat of Canada, representing the Inuit or Eskimo people. In addition, 30 provincial and regional native associations received core funding, bringing the total amount of core funds distributed through this program during the year to \$7,175,402.

### Native Communications Societies (Resource Organizations)

This program was established during the year under review to encourage the development and effective use of communications media among native peoples. Grants were provided to native communications societies which are regional multimedia communication organizations developed by and for native people. During its first year of operation the program awarded a total of \$954,518 in grants to ten native communications societies.

Among these the Alberta Native Communications Society was the largest resource organization funded, and the most established, entering its 10th year of operation. Receiving \$300,000 from this program, the Society produced a weekly newspaper, slide shows, eight films, radio programs and traditional native weather forecasts.



One of the new projects funded during the year was the Northern Quebec Inuit Association, in the amount of \$130,691. This Association is establishing an HF radio system in 11 isolated Inuit communities in northern Quebec.

In addition to its support of Native Communications Societies, the program funded 14 native newspapers to a maximum of \$25,000 each for a total of \$318,310 during the past fiscal year.

### Migrating Native Peoples

This five-year program was begun in 1972 to encourage native people to develop and maintain programs and services to assist those natives who have migrated from their home communities to adjust to an urban environment. This adjustment is achieved primarily through the establishment and operation of friendship centres.

Friendship centres were supported through grants for certain operating costs which were provided to ensure that individual friendship centres would be able to maintain their basic operations, attract and retain competent staff, and carry out long-range planning within the five-year program. In 1974-75, 59 friendship centres received a total of \$1,693,819 in operating funding.

Capital funding grants were provided to friendship centres to help cover building purchase or renovation. Theoretical models of friendship centres were developed in consultation with the Executive of the National Association of Friendship Centres and Central Mortgage and Housing Corporation. In 1974-75, \$413,377 was awarded in capital funding grants to ten friendship centres.

Conference grants totaling \$30,000 were awarded to the National Association of Friendship Centres for its annual meeting and four meetings of its executive board. An operating grant of \$18,530 was awarded to the National Association on a three-to-one ratio with money contributed from individual member centres.

### Native Youth

This was a grants program intended to enable native youth to undertake their own leadership development through participation in conferences, seminars and workshops. In 1974-75, a total of \$265,581 was spent through the Native Youth Program.

Among the projects funded was the Native Law Student Association. This was a project to establish an association comprised of all native law students in Canadian universities and through this association to assist the native peoples of Canada in matters and issues pertaining to the law.

The Li'l Beavers of Ontario - Native Youth Corps. was a project which received program funding to assist in the development of a provincial network of youth organizations associated with 11 friendship centres. The goal of the organization is to involve its participants in activities which will contribute to their character development, physical health and appreciation for their native heritage.

### Native Women

The objective of this program was to enable native women's groups to undertake an active role in the overall development of native people and to participate in matters of concern to themselves. Grants were awarded for projects open to all women of native ancestry including both status and non-status groups. A total sum of \$316,044 in project grants was awarded in 1974-75.

National projects funded included the Native Women's Association of Canada which received grant funds to hold two planning meetings and a national conference to form the first national association of native women. Its aim is to work toward the solution of problems affecting native women by encouraging them to assume a more positive and active role in achieving their rightful place in Canadian society.

In the area of provincial projects, the Native Women's Association of Manitoba was awarded funds for a four-day workshop on family life. The aim of the workshop was to give increased understanding of the native family unit and to help in the organization of local projects in native communities with emphasis on education, child care and health services. The Yukon Indian Women's Association received grant funds for a leadership training program to include subjects on public speaking, group work, organizing skills, basic administration, public relations and the use of the media. The group's main activities centre around self-development, housing, education and human rights.

In recognition of International Women's Year, 1975, the Native Women's Program worked in co-operation with the Women's Program of this and other government departments to seek ways of assisting both status and non-status Indian and Inuit women in their efforts to implement community-based projects, particularly in the fields of family, health, education and culture. Three national meetings of native women's organizations were planned for International Women's Year along with seminars involving native women and native women's issues, and a number of regional projects.

A special project for I.W.Y., begun in March 1974, is the publication of a book bringing together the biographies of native women who have involved themselves with their people and their communities. Toward the end of the fiscal year, the possibility of producing a film on native women as another project for I.W.Y. was being discussed with officials of the National Film Board.

Development Fund

This fund was intended to help increase the participation of native people in their own affairs and in Canadian society as a whole. Grants were made to native groups and interested non-native groups to help cover the costs of new and innovative projects.

In 1974-75, a total of \$212,846 was spent from the development fund. Projects included the Nishnawbe Institute in Ontario, a cultural/educational research institute to foster the development of cultural and traditional, Indian-oriented projects by native people.

Table 10. - NATIVE CITIZENS' GRANTS

(1974-75)

Core Funding to Native Associations		\$ 7,175,402
Communications		
Native Communications Societies	954,518	
Native Newspapers	<u>318,310</u>	1,272,828
Migrating Native Peoples (Friendship Centres)		
a) Core grants	1,693,819	
Conference grant to N.A.F.C.*	30,000	
Operating grant to N.A.F.C.*	<u>18,530</u>	
	1,742,349	
b) Capital Funding	<u>413,377</u>	2,155,726
Native Youth		265,581
Native Women		316,044
Development Fund		<u>212,846</u>
	<u>TOTAL</u>	\$11,398,427

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\* National Association of Friendship Centres

CITIZENSHIP REGISTRATION BRANCH

In the calendar year 1974, 130,278 persons were granted Canadian citizenship, and proof of status certificates were issued to 137,272 Canadians. A breakdown of types of certificates issued and national origins of new citizens appears in Tables 11 and 12.

In the further extension of registration services, a Citizenship Court was established in Thunder Bay to assume responsibility for the City of Thunder Bay and a northern Ontario circuit. This brought the number of Citizenship Courts in Canada to 14. Sub-Courts exist in many smaller centres.

Two Storefront citizenship offices began operations in Montreal in June 1974, situated on Jean Talon Street West and Jean Talon Street East. In Toronto, planning commenced for a second Citizenship Court to be located at the Dufferin Mall on the floor above the Storefront which was established last year.

To meet the great demand for the services of citizenship judges, additional judges were appointed in Toronto and Montreal. Judges were also appointed in Halifax and Thunder Bay in 1974, bringing the total number to 21.

In October, 1974, Parliament gave first reading to a bill to create a new Citizenship Act for Canada. The new legislation would shorten the length of residence in Canada prior to application for citizenship from 5 to 3 years, treat applicants alike regardless of country of origin, and accord equal treatment to men and women. The new bill would liberalize and modernize a citizenship law which had become outdated since it became law in 1947.

In addition to the regular ceremonies held in Citizenship Courts across Canada welcoming new Canadians as citizens, in April and May 1974 special citizenship ceremonies were held in Regina and Winnipeg. In Regina, Governor General Jules Léger presented citizenship certificates to 25 new citizens, and in Winnipeg, Her Royal Highness Princess Margaret made the presentations.

Table 11. - CITIZENSHIP REGISTRATION FOR THE YEARS 1947-74

CITIZENSHIP CERTIFICATES ISSUED TO CANADIANS BY:

	<u>1947-71</u>	<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>TOTALS</u>
Birth	53,679	4,965	5,360	4,465	68,469
Naturalizations	69,098	2,088	2,240	1,918	75,344
Marriage	25,013	2,864	3,289	1,875	33,041
Domicile	100,933	18,209	24,293	13,678	157,113
To remove doubt	248	4	20	11	283
Resumption	1,288	1	5	4	1,298
Replacement	44,435	5,150	5,167	5,694	60,446
Miniatures	740,048	73,897	92,996	109,627	1,016,568
<u>TOTAL ISSUED</u>	1,034,742	107,178	133,370	137,272	1,412,562

CITIZENSHIP CERTIFICATES GRANTED TO BRITISH:

Adults	173,617	24,169	33,029	43,141	273,956
Minors	39,290	5,956	7,381	10,118	62,745
Adopted or legitimated	866	16	14	25	921
<u>TOTAL BRITISH</u>	213,773	30,141	40,424	53,284	337,622

CITIZENSHIP CERTIFICATES GRANTED TO ALIENS:

Adults	803,944	41,529	53,434	63,145	962,052
Minors	181,571	8,552	10,199	13,134	213,456
Adopted or legitimated	3,257	30	35	14	3,336
Re-acquisition of status	11,467	614	605	701	13,387
<u>TOTAL ALIEN</u>	1,000,239	50,725	64,273	76,994	1,192,231

TOTAL GRANTED

1,214,012	80,866	104,697	130,278	1,529,853
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TOTAL GRANTED & ISSUED

2,248,754	188,044	238,067	267,550	2,942,415
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MISCELLANEOUS:

Retention	3,930	344	408	522	5,204
Reg. of birth abroad	103,108	5,399	4,813	6,563	119,883
Loss by alienation	9,250	656	636	581	11,123
Renunciation	23	---	---	---	23
Revocation	1,538	1	1	2	1,542

Table 12. - PERSONS GRANTED CERTIFICATES OF CANADIAN CITIZENSHIP DURING 1974, BY COUNTRY OF FORMER ALLEGIANCE AND PERIOD OF IMMIGRATION

Country of former allegiance	TOTAL	Period of Immigration								Born in Canada
		Before 1931	1931-1945	1946-1950	1951-1955	1956-1960	1961-1965	1966-1970	1971-1974	
All Countries	130,278	1,504	475	3,751	10,962	18,939	19,612	72,167	2,307	561
British Commonwealth countries	51,448	105	149	2,576	5,232	8,019	7,952	26,623	781	11
Australia	439	-	-	6	46	69	89	219	10	-
Bahama Islands	21	-	-	1	-	2	3	9	6	-
Bangladesh	10	-	-	-	-	-	1	6	3	-
Barbados	918	-	-	6	8	24	145	717	18	-
Bermuda	48	-	-	-	4	4	6	33	1	-
British Honduras	10	-	-	-	-	3	1	4	2	-
British West Indies	1,136	-	-	7	10	30	166	904	19	-
Brunei	19	-	-	-	-	-	1	17	1	-
Ceylon	163	-	-	2	-	2	14	141	4	-
Channel Islands	18	-	-	1	3	5	4	5	-	-
Cyprus	263	-	1	-	2	2	49	203	6	-
Fiji Islands	314	-	-	-	-	1	22	287	4	-
Ghana	15	-	-	-	-	2	1	12	-	-
Gibraltar	19	-	-	-	1	1	-	15	2	-
Grenada	168	-	-	2	-	1	18	142	5	-
Guyana	1,359	-	1	4	9	30	159	1,116	40	-
Hong Kong	2,025	-	-	4	4	13	79	1,822	103	-
India	3,955	-	2	14	30	53	325	3,343	188	-
Jamaica	2,239	-	1	10	33	101	441	1,599	53	1
Kenya	258	-	-	-	3	3	7	239	6	-
Malaysia	233	-	1	-	3	2	19	194	14	-
Malta	438	-	1	30	93	88	128	96	2	-
Mauritius Island	69	-	-	-	-	1	1	66	1	-
New Zealand	252	-	1	12	11	22	54	149	2	1
Pakistan	765	-	1	1	2	10	52	650	49	-
Rhodesia	69	-	-	3	2	4	18	41	1	-
Singapore	125	-	-	3	1	3	4	106	8	-
Tanzania	86	-	-	1	1	1	7	73	3	-
Trinidad & Tobago	1,218	-	1	-	6	23	91	1,070	27	-

Country of former allegiance	TOTAL	Period of Immigration								Born in Canada
		Before 1931	1931-1945	1946-1950	1951-1955	1956-1960	1961-1965	1966-1970	1971-1974	
Uganda	57	-	-	-	1	-	-	53	3	-
United Kingdom	34,698	105	139	2,468	4,959	7,519	6,041	13,258	200	9
Zambia	25	-	-	-	-	-	4	21	-	-
Other	16	-	-	1	-	-	2	13	-	-
United States	4,742	637	158	173	245	314	549	2,200	157	309
European Countries	59,617	714	161	983	5,386	10,363	10,388	30,647	741	234
Albania	17	-	-	-	-	-	1	15	1	-
Austria	591	27	4	18	120	137	96	167	3	19
Belgium	575	20	-	13	102	128	69	230	7	6
Bulgaria	57	2	-	-	4	-	-	47	4	-
Czechoslovakia	8,939	12	29	14	20	7	12	8,806	35	4
Denmark	707	32	3	14	83	306	91	154	4	20
Finland	579	62	4	5	80	133	57	223	5	10
France	3,236	20	6	32	311	356	523	1,939	45	4
Germany	5,251	41	6	123	1,150	1,553	965	1,354	40	19
Greece	5,308	4	1	19	104	483	1,257	3,343	94	3
Hungary	1,109	23	9	10	17	302	66	595	83	4
Irish Republic	1,157	1	2	42	149	355	200	400	8	-
Italy	16,997	28	4	141	1,933	4,978	4,821	4,995	80	17
Luxembourg	11	-	-	-	3	1	4	-	3	-
Netherlands	3,004	10	5	161	859	677	347	926	14	5
Norway	165	34	2	6	21	26	15	40	1	20
Poland	1,968	153	52	203	128	124	331	805	118	54
Portugal	3,212	-	-	1	32	451	895	1,797	36	-
Romania	214	18	3	5	13	8	6	141	12	8
Spain	621	-	-	-	6	35	147	417	15	1
Sweden	177	41	-	4	22	18	21	44	3	24
Switzerland	613	17	4	3	41	71	70	396	8	3
Turkey	288	1	1	1	-	4	33	242	6	-
U.S.S.R.	759	159	18	149	134	43	32	191	21	12
Yugoslavia	4,054	9	8	19	53	166	325	3,378	95	1
Other	8	-	-	-	1	1	4	2	-	-

Country of former allegiance	TOTAL	Period of Immigration								Born in Canada
		Before 1931	1931-1945	1946-1950	1951-1955	1956-1960	1961-1965	1966-1970	1971-1974	
Asiatic Countries	9,675	45	5	9	54	113	382	8,606	456	5
Burma	21	-	-	-	-	-	-	21	-	-
China	3,778	30	3	6	39	64	168	3,287	179	2
Indonesia	120	-	-	-	1	7	10	100	2	-
Iran	107	-	-	-	-	2	14	85	6	-
Iraq	116	-	-	-	-	1	5	106	4	-
Israel	822	-	-	2	1	2	26	749	42	-
Japan	289	11	1	-	2	11	30	216	15	3
Jordan	209	-	-	-	-	-	3	189	17	-
Korea	766	-	-	-	-	-	5	733	28	-
Lebanon	909	4	-	-	9	22	28	814	32	-
Philippines	1,748	-	-	1	1	1	60	1,628	57	-
Syria	502	-	1	-	-	-	2	473	26	-
Taiwan	126	-	-	-	-	-	2	114	10	-
Vietnam	131	-	-	-	-	3	26	69	33	-
Other	31	-	-	-	1	-	3	22	5	-
South American countries	785	2	1	3	14	55	103	574	31	2
Argentina	176	-	-	2	5	13	26	123	7	-
Bolivia	18	-	1	-	-	-	2	15	-	-
Brazil	165	1	-	-	1	11	17	134	1	-
Chile	78	1	-	-	2	2	5	62	6	-
Colombia	50	-	-	-	-	1	3	42	3	1
Ecuador	18	-	-	-	1	-	2	14	1	-
Paraguay	92	-	-	-	3	22	16	47	4	-
Peru	53	-	-	-	-	3	5	37	7	1
Uruguay	62	-	-	-	-	1	4	57	-	-
Venezuela	73	-	-	1	2	2	23	43	2	-



Country of former allegiance	TOTAL	Period of Immigration								Born in Canada
		Before 1931	1931-1945	1946-1950	1951-1955	1956-1960	1961-1965	1966-1970	1971-1974	
Other Countries	4,011	1	1	7	31	75	238	3,517	141	-
Algeria	25	-	-	-	-	2	3	19	1	-
Cuba	24	-	-	-	-	1	2	16	5	-
Guatemala	11	-	-	-	-	-	3	7	1	-
Haiti	404	-	-	-	1	7	35	338	23	-
Honduras	13	-	-	-	-	-	1	11	1	-
Mexico	134	1	1	2	9	14	17	54	36	-
Morocco	974	-	-	-	-	8	31	927	8	-
Nigeria	44	-	-	-	1	6	13	22	2	-
Panama	10	-	-	-	-	1	-	9	-	-
Tunisia	37	-	-	-	-	-	2	32	3	-
Union of South Africa	673	-	-	5	16	28	92	515	17	-
United Arab Republic	1,596	-	-	-	2	3	35	1,518	38	-
Other	66	-	-	-	2	5	4	49	6	-

## CORPORATE MANAGEMENT SECTOR

The Assistant Under Secretary, Corporate Management and the branches and directorates within the Corporate Management Sector coordinated departmental planning, research and evaluation activities, rendered advisory and support services and carried out other activities in connection with the department's general management.

In this sector, a number of new functional branches and directorates were organized and staffed, and employees and functions from some previously-existing areas of the department were consolidated in new units. The reorganization was accomplished through the re-deployment of resources and without increasing the overall man-year allotments or budget.

### International Women's Year

In recognition of International Women's Year, a special program was mounted to ensure greater opportunities for women in the department. A co-ordinator for I.W.Y. activities, appointed to the office of the Assistant Under Secretary, conducted a number of "awareness-raising" seminars, some for women employees, others for managers, and others for staff generally.

A review was made of management's practices and attitudes and generally the status of women within the department. Plans were made to continue certain action programs beyond 1975.

### DEPARTMENTAL SECRETARIAT

Early in the fiscal year the Departmental Secretariat was established, drawing together a number of administrative units which had previously worked independently. Its major functions were: to process ministerial correspondence, to provide administrative services in the Secretary of State's office, to provide liaison between the department and Parliament and its committees, and to prepare answers to questions raised in Parliament. It was also charged with departmental security and provision of a secretariat for the Senior Management Committee. Most systems and procedures relating to these functions were reviewed and revised.

## POLICY, PLANNING AND SYSTEMS BRANCH

In this new branch, departmental policy planning and priority setting were clarified and an organization structure approved. Some positions were staffed from the former Citizenship Strategic Planning Branch, and others from outside the department. This branch included the following two directorates.

### Planning and Policy Analysis Directorate

A comprehensive departmental planning process was approved for gradual implementation consisting of eight distinct interacting phases: appraisal of the external environment; review of departmental objectives; strategy formulation, choice and priority setting; goal setting; work plan designing; work plan implementation, monitoring and corrective adjustment; evaluation of goals and objectives; appraisal of internal (departmental) factors, resources and capabilities.

By the end of March, objectives and sub-objectives were revised in three policy/program areas and evaluation criteria in one. A revised system was installed for preparing the annual program forecast. A number of projects and task forces were launched or continued in research, analysis and production of policy papers, plans and procedures. These included a sample study of attitudes and activities of people during their non-working time; a study of the criteria by which grants are made to determine how these criteria contribute to the objectives of grants programs; a study to determine probable future life styles of Canadians to provide projections on priorities within the department; a review of federal government programs impacting on urban growth; a working group to study the social implications of computer/communications as part of an interdepartmental study of computer/communications policy.

### Organization and Methods Directorate

This new directorate initiated action on a range of departmental projects identified as priorities by senior management, including: advice on the planning of a terminology bank for the Translation Bureau; organization and methods review of Citizenship Registration processes; methods and procedures studies of certain personnel management systems; review of procedures relating to the processing of applications for grants under the various Citizenship programs; planning and implementation for the preparation and distribution of organization charts and management guidelines.

## MANAGEMENT SERVICES BRANCH

This new branch comprised four directorates: Financial Management, Administrative Services, Financial and Operational Audit, and Management Information Systems. The first two were reorganized from previously existing services; the latter two were new activities not formerly existing at the corporate level.

### Financial Management Directorate

This directorate was reorganized in three divisions: Financial Resources, Financial Services, and Financial Systems.

The directorate was responsible for financial planning and analysis; issuing cheques and reconciling accounts; dealing with advisory and control functions for contracts and Treasury Board submissions; ensuring that financial operating controls were working and that regulatory requirements were honoured. It was also responsible for the reconciliation and distribution of all financial statements; the verification of all accounts and final processing of all transactions.

Following a study by the Bureau of Management Consulting Services, changes in many of the financial systems in the department were introduced.

### Administrative Services Directorate

Centralization of administrative services became necessary with departmental organizational changes over the past few years. However, with the appointment of administrative officers in the regional offices it was possible to re-introduce a measure of decentralization with respect to financial, administrative and personnel services in the regional directorates.

Administrative Services continued to provide a broad range of services and advice throughout the department including: accommodation, telecommunications, library, materiel, and paperwork management.

### Financial and Operational Audit Directorate

This was a new directorate, formed to provide basic financial audit services as required by Treasury Board and to assist the department's managers through independent operational reviews. Guidelines for these functions were released on March 10, 1975 by the Under Secretary.

### Management Information Systems Directorate

The Management Information Systems Directorate was established early in the fiscal year, with staff transferred from the former Data Processing Division of the Translation Bureau.

The department's needs for management information at the corporate level and all other management levels were reviewed. The director prepared a three-year M.I.S. master plan to serve as the basis for future development. The directorate continued to perform operational and maintenance functions for the Translation Production Control System and also provided technical assistance and advice to other departmental users of electronic data processing.

### PERSONNEL ADMINISTRATION BRANCH

The Personnel Administration Branch continued a high level of activity in staffing, staff relations, staff training and development, language training, position classification, and the administration of pay and benefits systems.

Personnel Administration has always stressed the importance of staff training. During the past fiscal year 49 employees went on training under interdepartmental programs; 39 employees went on outside training activities; and a total of 125 employees were involved in training activities outside working hours. Among employees on language training, 49 were on continuous courses, 27 qualified as being bilingual, 2 were withdrawn from courses because of limited aptitude and 35 were taking cyclical training.

During the same year, 570 new employees joined the department and 426 employees left the department; 80 employees left through promotions and transfers to other departments and 346 employees left the public service altogether. As of March 31, 1975, there were 2,384 employees on staff, including 2,204 permanent and 180 term employees. During the summer of 1974 there were 94 students employed throughout the department.

INFORMATION SERVICES BRANCH

With a renewed mandate the Information Services Branch undertook the first part of a reorganization to facilitate implementation of its responsibilities.

The department sponsored a major national advertising campaign to tell the story of multiculturalism. Twelve comprehensive advertisements published in over 100 ethnic newspapers in 38 languages, outlined the multiculturalism activities of this department, the federal cultural agencies and other departments.

An information program was developed in conjunction with the introduction in the House of Commons of a new Citizenship Bill. Promotional materials in 28 languages were distributed in Canada and abroad to acquaint the largest possible audience with provisions of the proposed legislation.

For the department's International Women's Year activities Information Services produced special posters and assisted in the "Interchange 75" series of women's seminars and preliminary work for a book on native women. More than 72,000 printed items were produced for the Women's Program and International Women's Year 1975.

Close cooperation was maintained with other federal departments for the "Summer 75" program of summer employment opportunities for students. Information Services also produced publicity materials for the department's own summer youth programs, such as Young Voyageurs, Contact Canada and others.

Radio promotion tapes produced and distributed by Information Services were used across Canada as part of the department's continuing activities to support the United Nations Decade for Action to Combat Racism and Racial Discrimination (1973-83).

The audio-visual unit provided consultation and assistance in the production of films, filmstrips and slide presentations for publicity and information purposes to promote departmental activities.

The news services unit was involved in the preparation and production of 129 news releases, speeches and reports to the media. It also provided senior departmental officials at headquarters and in the regions with a daily newspaper clipping service.

In print and publicity materials, more than 700,000 copies were produced in both official languages. Of this number, 137,625 copies of publications were sent out by the public information unit in response to 5,414 telephone requests and letters. This was an increase of nearly 11,000 over the number of copies of publications sent out in the previous year.

In the field of bilingualism development, new publications for public distribution included five editions of Cahiers du bilinguisme/ Bilingualism Review and three brochures: Official Languages Programs, Post Secondary Awards, and Bilingualism in Voluntary Associations. Five posters were in production at the end of the fiscal year. A brochure on the Translation Bureau was reprinted from Bilingualism Review.

Information Services published separate English and French editions of a book by David Munroe, entitled The Organization and Administration of Education in Canada and L'organisation et administration de l'éducation au Canada.

The overall promotion of Festival Canada included production and distribution of news releases, booklets, place mats and posters as well as press conferences and radio announcements.

Throughout the year, Information Services coordinators were involved in the development of information for the various departmental programs.

Table 13. - COMPARATIVE STATEMENT OF REVENUE AND EXPENDITURE  
(1974-75)

<u>NAME OF PROGRAM</u>	<u>REVENUES</u>		<u>EXPENDITURES</u>	
	<u>1973-74</u> \$	<u>1974-75</u> \$	<u>1973-74</u> \$	<u>1974-75</u> \$
Administration*	-	-	5,687,928	5,943,718
Bilingualism Development	-	-	92,793,616	93,550,001
Arts and Culture**	-	-	4,288,446	4,675,894
Education Support	-	-	501,053	814,801
Post Secondary Education Adjustment Payments	-	-	485,140,525	503,579,043
Translation	-	-	18,033,345	23,919,906
Citizenship	1,295,262	1,418,440	35,911,313	43,495,300
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL**	<u>1,295,262</u>	<u>1,418,440</u>	<u>642,356,226</u>	<u>675,978,663</u>

\* Administration includes the following: Office of the Secretary of State; Office of the Minister Responsible for Multiculturalism; Offices of the Under-Secretary of State and Assistant Under-Secretaries; all Branches in the Corporate Management Sector.

\*\* Non-budgetary expenditures are not included in this comparative statement.