

## **Frequently Asked Questions**

These frequently asked questions (FAQs) were developed to assist members with general questions regarding the Foreign Service Directives (FSDs). However, questions relating to a member's personal situation should continue to be directed to your URS Education Clerks.

### **How often are the FSDs reviewed?**

The FSDs are subject to a cyclical review, normally every three years.

### **What committees are involved in the administration of the FSDs?**

#### **Working Group A (WG A)**

Working Group A is a forum for joint consultation by departmental representatives on the policy interpretation of the Foreign Service Directives (FSDs). WG A also plays a key role in reviewing and recommending various FSD rates which are updated on a regular basis. WG A normally meets once a month.

Member departments are: TBS – Chair, IRCC, CSE, GAC, DND, RCMP

#### **Working Group B (WG B)**

Working Group B is a forum for joint consultation by departmental representatives on the interpretation and application of the Foreign Service Directives (FSDs) on specific cases as submitted by the departments who have employees abroad under the provisions of the FSDs. Its goals are:

- a. to ensure consistent interdepartmental interpretation and application of the FSDs;
- b. to discuss and resolve specific concerns and issues on the FSDs on a case-by-case basis;
- c. to provide departmental FSD representatives a venue to exchange information.

WG B normally meets on the third Tuesday of every month. It refers cases to WG A as required when policy guidance is required.

Member departments are: GAC – Chair, CBSA, IRCC, CSE, DND, PSEPC, RCMP, TBS and Health Canada in an advisory role.

#### **Education Sub-Committee (ESC)**

The "Education Sub Committee" is a forum for joint consultation on the interpretation and application of Foreign Service Directive (FSD) 34 whereby partner department representatives meet to exchange information, discuss and resolve specific concerns, to review situations on a case-by-case basis, and to regularly re-examine the intent and meaning of the FSD 34. The objective of the sub-committee is to ensure consistent

interdepartmental interpretation and application of the FSD 34 and make recommendations to the "Working Group B" Committee.

ESC normally meets on the second Tuesday of every month.

Member departments are: CSE, GAC, DND, RCMP and PSEPC