

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : ROME

|   | NUMBER | % OFFICER-TIME |         | TOTAL-TIME<br>PERSON-QTR |
|---|--------|----------------|---------|--------------------------|
|   |        | CANADA         | LOC-ENG |                          |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :   | 313    | 25.00          | 33.33   | 1.50                     |
| FROM TERRITORIES :                              | 233    | 5.00           | 18.33   | 0.65                     |
| B.VISITS TO CLIENTS IN TERRITORY :              | 51     | 10.00          | 7.66    | 0.43                     |
| C.EXPORT/TRADE/POLICY FAIRS :                   | 2      | 2.50           | 1.00    | 0.08                     |
| PROJECTS AND EVENTS MISSIONS :                  | 3      | 5.00           | 6.66    | 0.30                     |
| CONFERENCE SEMINARS :                           | 3      | 2.50           | 3.33    | 0.15                     |
| OTHER :   | 1      | 2.50           | 0.00    | 0.05                     |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :   | 10     | 5.00           | 8.33    | 0.35                     |
| POST INITIATED :                                | 4      | 5.00           | 0.33    | 0.11                     |
| E.COMMUNICATIONS ACTIVITIES :                   | 1      | 2.50           | 0.66    | 0.07                     |
| F.INVESTMENT ENQUIRIES FROM CANADA :            | 15     | 2.50           | 0.00    | 0.05                     |
| FROM TERRITORIES :                              | 15     | 2.50           | 0.00    | 0.05                     |
| G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 0      | 0.00           | 0.00    | 0.00                     |
| CONNECTIONS ARRANGED :                          | 0      | 0.00           | 0.00    | 0.00                     |
| H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :  |        | 0.00           | 0.00    | 0.00                     |
| I.SERVICE REQUESTS FM GOV'T SOURCES NGO :       | 12     | 0.00           | 4.33    | 0.13                     |
| HOST GOVERNMENT :                               | 16     | 1.00           | 0.33    | 0.03                     |
| OTHER DEPARTMENT :                              | 55     | 7.50           | 9.00    | 0.42                     |
| PROVINCES/MUNICIPALITIES :                      | 12     | 1.50           | 0.00    | 0.03                     |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:  |        | 10.00          | 4.00    | 0.32                     |
| LEAVE, PROFESSIONAL DEVELOP :                   |        | 0.00           | 2.66    | 0.08                     |
| K.SERVICE TO OTHER MISSION PROGRAMS :           |        | 10.00          | 0.00    | 0.20                     |
| L.TOURISM PROGRAM ACTIVITIES :                  |        | 0.00           | 0.00    | 0.00                     |
| ***** TOTALS *****                              |        | 100.00         | 99.95   | 5.00                     |

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| NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :  | 18 |
| FROM TERRIT :  | 5  |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : | 71 |
| FROM TERRIT :  | 29 |

|  |   |
|--|---|
| NUMBER OF PEMD APPLICATIONS COMMENTED ON : | 7 |
|--|---|

|  |   |
|--|---|
| NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : | 2 |
| -LOCALLY ENGAGED :                                   | 3 |