

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : BOGOTA

|   | NUMBER | % OFFICER-TIME |         | TOTAL-TIME<br>PERSON-QTR |
|---|--------|----------------|---------|--------------------------|
|   |        | CANADA         | LOC-ENG |                          |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :   | 250    | 25.33          | 39.66   | 1.95                     |
| FROM TERRITORIES :                              | 690    | 14.00          | 21.66   | 1.07                     |
| B.VISITS TO CLIENTS IN TERRITORY :              | 96     | 9.33           | 6.00    | 0.46                     |
| C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS       |        |                |         |                          |
| FAIRS :   | 2      | 5.00           | 4.00    | 0.27                     |
| MISSIONS :                                      | 4      | 4.00           | 0.00    | 0.12                     |
| CONFERENCE SEMINARS :                           | 4      | 2.00           | 2.66    | 0.14                     |
| OTHER :   | 3      | 1.00           | 0.33    | 0.04                     |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :   | 0      | 1.00           | 0.00    | 0.03                     |
| POST INITIATED :                                | 3      | 2.00           | 2.00    | 0.12                     |
| E.COMMUNICATIONS ACTIVITIES :                   | 6      | 1.66           | 2.00    | 0.11                     |
| F.INVESTMENT ENQUIRIES                          |        |                |         |                          |
| FROM CANADA :                                   | 5      | 2.33           | 0.00    | 0.07                     |
| FROM TERRITORIES :                              | 0      | 0.00           | 0.00    | 0.00                     |
| G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 3      | 2.33           | 0.00    | 0.07                     |
| 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 :   | 6      | 1.66           | 3.33    | 0.15                     |
| HOST GOVERNMENT :                               | 10     | 2.66           | 0.00    | 0.08                     |
| OTHER DEPARTMENT :                              | 3      | 3.00           | 8.33    | 0.34                     |
| PROVINCES/MUNICIPALITIES :                      | 4      | 4.66           | 0.00    | 0.14                     |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:  |        | 7.66           | 0.00    | 0.23                     |
| LEAVE, PROFESSIONAL DEVELOP :                   |        | 8.33           | 10.00   | 0.55                     |
| K.SERVICE TO OTHER MISSION PROGRAMS :           |        | 2.00           | 0.00    | 0.06                     |
| L.TOURISM PROGRAM ACTIVITIES :                  |        | 0.00           | 0.00    | 0.00                     |
| ***** TOTALS *****                              |        | 99.95          | 99.97   | 6.00                     |

|  |                    |    |
|--|--------------------|----|
| NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)  | FROM CANADA :      | 19 |
|  | FROM TERRIT :      | 19 |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) | FROM CANADA :      | 88 |
|  | FROM TERRIT :      | 79 |
| NUMBER OF PEMD APPLICATIONS COMMENTED ON :   |                    | 3  |
| NUMBER OF OCCUPIED OFFICER POSITIONS         | -CANADA BASED :    | 3  |
|  | -LOCALLY ENGAGED : | 3  |