

17/11/94

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1994

SUB-REGION: SOUTH EAST ASIA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	4270	24.57	32.07	8.25
FROM TERRITORIES :	3355	13.79	20.80	5.05
B.VISITS TO CLIENTS IN TERRITORY :	1033	11.71	11.47	3.36
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	30	3.57	4.73	1.21
MISSIONS :	33	8.86	7.80	2.41
CONFERENCE SEMINARS :	25	2.14	0.53	0.38
OTHER :	30	3.50	1.27	0.68
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	69	3.93	3.20	1.03
POST INITIATED :	97	6.29	5.00	1.63
E.COMMUNICATIONS ACTIVITIES :	32	2.14	1.67	0.55
F.INVESTMENT ENQUIRIES FROM CANADA :	69	1.00	1.13	0.31
FROM TERRITORIES :	55	0.36	0.60	0.14
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.21	0.00	0.03
CONNECTIONS ARRANGED :	2	0.00	0.00	0.00
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		2.79	0.67	0.49
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	49	0.64	0.73	0.20
HOST GOVERNMENT :	120	1.21	1.20	0.35
OTHER DEPARTMENT :	133	2.14	1.40	0.51
PROVINCES/MUNICIPALITIES :	276	3.57	1.13	0.67
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.93	0.53	0.49
LEAVE, PROFESSIONAL DEVELOP :		3.07	3.13	0.90
K.SERVICE TO OTHER MISSION PROGRAMS :		1.57	0.27	0.26
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.67	0.10
***** TOTALS *****		99.99	100.00	29.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	354
	FROM TERRIT :	122
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	994
	FROM TERRIT :	910

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	55
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	14
	-LOCALLY ENGAGED :	15