

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : SAN JOSE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	238	15.00	12.50	0.40
FROM TERRITORIES :	218	10.00	7.50	0.25
B. VISITS TO CLIENTS IN TERRITORY :	60	10.00	10.00	0.30
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	5.00	5.00	0.15
MISSIONS :	3	10.00	10.00	0.30
CONFERENCE SEMINARS :	1	5.00	5.00	0.15
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	10.00	10.00	0.30
POST INITIATED :	4	10.00	10.00	0.30
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	45	5.00	7.50	0.20
FROM TERRITORIES :	5	5.00	5.00	0.15
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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	15	2.00	2.50	0.07
HOST GOVERNMENT :	12	5.00	7.50	0.20
OTHER DEPARTMENT :	8	3.00	2.50	0.08
PROVINCES/MUNICIPALITIES :	4	5.00	5.00	0.15
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		0.00	0.00	0.00
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	3
FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	123
FROM TERRIT :	90
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	1
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	2