

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : SINGAPORE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	675	20.00	21.66	1.05
FROM TERRITORIES :	648	17.50	23.33	1.05
B. VISITS TO CLIENTS IN TERRITORY :	189	7.50	10.00	0.45
C. EXPORT/TRADE/POLICY FAIRS :	1	12.50	1.66	0.30
PROJECTS AND EVENTS MISSIONS :	4	17.50	15.00	0.80
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	1	0.50	0.00	0.01
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	0.00	0.66	0.02
POST INITIATED :	12	3.50	8.33	0.32
E. COMMUNICATIONS ACTIVITIES :	2	1.50	0.00	0.03
F. INVESTMENT ENQUIRIES FROM CANADA :	31	1.00	3.33	0.12
FROM TERRITORIES :	27	0.00	1.66	0.05
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.50	0.00	0.01
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.50	0.00	0.03
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	5	1.50	1.66	0.08
HOST GOVERNMENT :	9	0.00	3.33	0.10
OTHER DEPARTMENT :	24	2.50	4.33	0.18
PROVINCES/MUNICIPALITIES :	6	1.50	3.33	0.13
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.66	0.02
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.10
L. TOURISM PROGRAM ACTIVITIES :		1.00	1.00	0.05
***** TOTALS *****		100.00	99.94	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	25
FROM TERRIT :	46
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	182
FROM TERRIT :	602

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	18
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	2
-LOCALLY ENGAGED :	3