

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/10/05

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : OSAKA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	135	10.00	12.50	0.35
FROM TERRITORIES :	178	5.00	20.00	0.45
B.VISITS TO CLIENTS IN TERRITORY :	36	5.00	10.00	0.25
C.EXPORT/TRADE/POLICY FAIRS :	5	0.00	2.50	0.05
PROJECTS AND EVENTS MISSIONS :	6	10.00	17.50	0.45
CONFERENCE SEMINARS :	2	0.00	0.00	0.00
OTHER :	15	5.00	10.00	0.25
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	15	5.00	7.50	0.20
POST INITIATED :	29	5.00	2.50	0.10
E.COMMUNICATIONS ACTIVITIES :	5	5.00	0.00	0.05
F.INVESTMENT ENQUIRIES FROM CANADA :	12	5.00	2.50	0.10
FROM TERRITORIES :	14	10.00	7.50	0.25
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'T'N IN PROG-REL EVENTS OUTSIDE POST :		5.00	0.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	7	0.00	0.00	0.00
HOST GOVERNMENT :	4	0.00	0.00	0.00
OTHER DEPARTMENT :	27	10.00	5.00	0.20
PROVINCES/MUNICIPALITIES :	26	10.00	2.50	0.15
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		5.00	0.00	0.05
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 96
FROM TERRIT : 558

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 2