

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

POST : CTOT/TAIPEI

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	428	10.00	16.00	0.78
FROM TERRITORIES :	199	8.00	7.33	0.46
B.VISITS TO CLIENTS IN TERRITORY :	77	11.66	13.33	0.75
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	6	3.33	12.66	0.48
CONFERENCE SEMINARS :	6	5.00	17.00	0.66
OTHER :	2	10.33	15.33	0.77
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.00	0.00	0.00
POST INITIATED :	16	4.00	6.00	0.30
E.COMMUNICATIONS ACTIVITIES :	3	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	2.66	2.66	0.16
FROM TERRITORIES :	0	0.00	0.00	0.00
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	1.66	1.66	0.10
CONNECTIONS ARRANGED :	2	0.00	0.00	0.00
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		3.66	1.66	0.16
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	1.66	0.00	0.05
HOST GOVERNMENT :	4	1.66	1.66	0.10
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	1	1.00	0.66	0.05
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		33.33	1.66	1.05
LEAVE, PROFESSIONAL DEVELOP :		0.33	1.33	0.05
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	1.00	0.03
L.TOURISM PROGRAM ACTIVITIES :		1.66	0.00	0.05
***** TOTALS *****		99.94	99.94	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	3
	FROM TERRIT :	5
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	5
	FROM TERRIT :	31
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	6
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	3