

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

POST : SANTIAGO

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	957	25.00	37.50	1.25
FROM TERRITORIES :	534	12.50	25.00	0.75
B. VISITS TO CLIENTS IN TERRITORY :	37	5.00	2.00	0.14
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	2.00	5.00	0.14
MISSIONS :	3	5.00	10.00	0.30
CONFERENCE SEMINARS :	4	3.00	5.00	0.16
OTHER :	5	2.50	5.00	0.15
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	4.00	0.00	0.08
POST INITIATED :	9	2.50	5.00	0.15
E. COMMUNICATIONS ACTIVITIES :	8	2.50	2.50	0.10
F. INVESTMENT ENQUIRIES				
FROM CANADA :	2	0.00	0.00	0.00
FROM TERRITORIES :	1	0.00	0.00	0.00
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 :	0	0.00	0.00	0.00
HOST GOVERNMENT :	1	0.00	0.00	0.00
OTHER DEPARTMENT :	3	0.00	3.00	0.06
PROVINCES/MUNICIPALITIES :	2	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		5.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		30.00	0.00	0.60
K. SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.00	0.02
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 14

FROM TERRIT : 19

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 92

FROM TERRIT : 44

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 12

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2

-LOCALLY ENGAGED : 2