

04/03/94

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 2 OF FISCAL YEAR 1993

POST : KUWAIT

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA	: 517	17.00	25.50	0.85
FROM TERRITORIES	: 902	21.50	31.50	1.06
B. VISITS TO CLIENTS IN TERRITORY	: 396	10.50	17.50	0.56
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 0	0.00	0.00	0.00
MISSIONS	: 3	4.00	3.00	0.14
CONFERENCE SEMINARS	: 0	0.00	0.00	0.00
OTHER	: 1	0.50	0.50	0.02
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED	: 9	7.00	2.00	0.18
POST INITIATED	: 28	5.00	7.50	0.25
E. COMMUNICATIONS ACTIVITIES	: 2	0.50	0.50	0.02
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 2	1.00	0.00	0.02
FROM TERRITORIES	: 2	0.50	0.50	0.02
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 4	0.50	1.00	0.03
CONNECTIONS ARRANGED	: 2	0.50	2.50	0.06
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST	: 0	0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 4	1.50	0.50	0.04
HOST GOVERNMENT	: 8	2.00	0.50	0.05
OTHER DEPARTMENT	: 13	2.50	1.00	0.07
PROVINCES/MUNICIPALITIES	: 29	2.00	0.50	0.05
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 2.50	0.00	0.05	
LEAVE, PROFESSIONAL DEVELOP	: 20.00	5.00	0.50	
K. SERVICE TO OTHER MISSION PROGRAMS	: 1.00	0.50	0.03	
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	: 2
	FROM TERRIT	: 2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 10
	FROM TERRIT	: 144
NUMBER OF PEMD APPLICATIONS COMMENTED ON		: 12
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 2
	-LOCALLY ENGAGED	: 2