

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 : KUALA LUMPUR

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	766	21.33	36.50	1.37
FROM TERRITORIES :	651	15.00	40.00	1.25
B.VISITS TO CLIENTS IN TERRITORY :	136	12.00	6.00	0.48
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	8	6.66	3.50	0.27
MISSIONS :	8	20.00	6.00	0.72
CONFERENCE SEMINARS :	5	1.33	0.00	0.04
OTHER :	6	3.33	1.50	0.13
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.66	0.00	0.02
POST INITIATED :	9	2.66	2.50	0.13
E.COMMUNICATIONS ACTIVITIES :	6	1.33	0.00	0.04
F.INVESTMENT ENQUIRIES				
FROM CANADA :	15	1.33	0.00	0.04
FROM TERRITORIES :	6	0.33	0.00	0.01
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 :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	28	2.66	1.00	0.10
OTHER DEPARTMENT :	19	2.33	1.50	0.10
PROVINCES/MUNICIPALITIES :	146	9.00	1.50	0.30
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		0.00	0.00	0.00
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.95	100.00	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	36
	FROM TERRIT :	11
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	143
	FROM TERRIT :	113
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	8
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	2