

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : BOMBAY

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	382	20.00	32.00	0.84
FROM TERRITORIES :	591	10.00	40.50	0.91
B. VISITS TO CLIENTS IN TERRITORY :	76	10.00	11.00	0.32
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	2.00	1.50	0.05
MISSIONS :	3	12.00	7.00	0.26
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	4	4.00	3.50	0.11
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	5	5.00	1.00	0.07
FROM TERRITORIES :	22	5.00	3.50	0.12
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. PARTICIPANT 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 :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		18.00	0.00	0.18
LEAVE, PROFESSIONAL DEVELOP :		14.00	0.00	0.14
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	0
	FROM TERRIT :	23
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	67
	FROM TERRIT :	132

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	4
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	2