

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

SUB-REGION: SOUTH ASIA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 1833	14.60	31.40	3.87
FROM TERRITORIES	: 2687	9.60	25.80	3.06
B.VISITS TO CLIENTS IN TERRITORY	: 575	6.60	7.10	1.04
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 2	1.00	0.50	0.10
MISSIONS	: 15	4.60	4.70	0.70
CONFERENCE SEMINARS	: 5	1.00	1.40	0.19
OTHER	: 10	3.40	0.70	0.24
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 30	3.00	1.20	0.27
POST INITIATED	: 35	5.20	2.50	0.51
E.COMMUNICATIONS ACTIVITIES	: 4	2.60	0.00	0.13
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 22	1.40	2.00	0.27
FROM TERRITORIES	: 80	2.40	3.90	0.51
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 0	0.00	0.00	0.00
CONNECTIONS ARRANGED	: 1	0.00	0.20	0.02
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	: 0	0.00	2.50	0.25
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 0	0.00	0.00	0.00
HOST GOVERNMENT	: 19	2.60	1.30	0.26
OTHER DEPARTMENT	: 10	2.20	0.40	0.15
PROVINCES/MUNICIPALITIES	: 8	1.20	0.50	0.11
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 8.60	6.10	1.04	
LEAVE, PROFESSIONAL DEVELOP	: 14.80	6.80	1.42	
K.SERVICE TO OTHER MISSION PROGRAMS	: 15.20	1.00	0.86	
L.TOURISM PROGRAM ACTIVITIES	: 0.00	0.00	0.00	
***** TOTALS *****		100.00	100.00	15.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 75

FROM TERRIT : 32

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 188

FROM TERRIT : 568

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 12

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 5

-LOCALLY ENGAGED : 10