

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 : BOGOTA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	316	15.00	40.00	1.10
FROM TERRITORIES :	170	10.00	22.50	0.65
B.VISITS TO CLIENTS IN TERRITORY :	43	12.50	7.50	0.40
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	12.50	5.00	0.35
MISSIONS :	4	10.00	7.50	0.35
CONFERENCE SEMINARS :	2	2.50	2.50	0.10
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	4	0.00	7.50	0.15
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	5.00	0.00	0.10
FROM TERRITORIES :	1	2.00	0.00	0.04
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		15.00	0.00	0.30
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	2	2.50	7.50	0.20
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	2	0.50	0.00	0.01
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.50	0.00	0.25
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 *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	0
	FROM TERRIT :	0
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	39
	FROM TERRIT :	29
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		0
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2