

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

89/05/12

POST : NEW DELHI

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	796	16.00	12.25	1.29
FROM TERRITORIES :	1105	10.80	25.50	1.56
B.VISITS TO CLIENTS IN TERRITORY :	267	11.20	1.75	0.63
C.EXPORT/TRADE/POLICY FAIRS :	2	4.20	3.50	0.35
PROJECTS AND EVENTS MISSIONS :	8	6.00	5.25	0.51
CONFERENCE SEMINARS :	10	11.60	15.00	1.18
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	0.60	0.00	0.03
POST INITIATED :	52	6.40	1.25	0.37
E.COMMUNICATIONS ACTIVITIES :	3	0.40	0.00	0.02
F.INVESTMENT ENQUIRIES FROM CANADA :	16	1.80	0.00	0.09
FROM TERRITORIES :	68	3.00	0.25	0.16
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 :		0.00	8.75	0.35
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	51	3.60	0.75	0.21
HOST GOVERNMENT :	2	0.40	0.00	0.02
OTHER DEPARTMENT :	36	1.40	1.50	0.13
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.20	6.75	0.78
LEAVE, PROFESSIONAL DEVELOP :		12.00	17.50	1.30
K.SERVICE TO OTHER MISSION PROGRAMS :		0.40	0.00	0.02
***** TOTALS *****		100.00	100.00	9.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 151
FROM TERRIT : 339

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 11

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 4