

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

POST : SHANGHAI

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	308	35.00	66.50	2.03
FROM TERRITORIES :	153	0.00	22.50	0.45
B. VISITS TO CLIENTS IN TERRITORY :	41	4.00	6.00	0.20
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	5	0.50	1.50	0.04
MISSIONS :	4	4.00	1.00	0.10
CONFERENCE SEMINARS :	2	0.00	1.00	0.02
OTHER :	2	4.00	0.50	0.09
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	2.50	0.00	0.05
POST INITIATED :	7	4.50	0.00	0.09
E. COMMUNICATIONS ACTIVITIES :	4	0.50	0.00	0.01
F. INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
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'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	0.50	0.00	0.01
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	10	1.00	0.00	0.02
PROVINCES/MUNICIPALITIES :	17	8.50	0.00	0.17
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		6.50	1.00	0.15
LEAVE, PROFESSIONAL DEVELOP :		14.50	0.00	0.29
K. SERVICE TO OTHER MISSION PROGRAMS :		14.00	0.00	0.28
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 :	9
	FROM TERRIT :	60
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	60
	FROM TERRIT :	0
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		4
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2