

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : BOMBAY

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	243	15.00	46.50	1.08
FROM TERRITORIES :	347	15.00	23.50	0.62
B.VISITS TO CLIENTS IN TERRITORY :	90	10.00	12.50	0.35
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	5.00	8.00	0.21
MISSIONS :	1	1.00	2.00	0.05
CONFERENCE SEMINARS :	3	2.00	2.50	0.07
OTHER :	3	5.00	1.00	0.07
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	5.00	0.00	0.05
POST INITIATED :	16	8.00	0.00	0.08
E.COMMUNICATIONS ACTIVITIES :	10	4.00	0.00	0.04
F.INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	2	2.00	0.00	0.02
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	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	7	2.00	3.00	0.08
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	8	5.00	1.00	0.07
PROVINCES/MUNICIPALITIES :	3	2.00	0.00	0.02
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		9.00	0.00	0.09
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 :	5
	FROM TERRIT :	3
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	42
	FROM TERRIT :	52
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		8
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	2