

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : KUALA LUMPUR

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1054	23.00	35.00	1.39
FROM TERRITORIES :	1241	18.00	44.00	1.42
B. VISITS TO CLIENTS IN TERRITORY :	197	13.33	6.50	0.53
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	8	4.00	3.00	0.18
MISSIONS :	9	17.66	4.50	0.62
CONFERENCE SEMINARS :	5	1.33	0.00	0.04
OTHER :	4	1.66	0.00	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	10	1.66	0.00	0.05
POST INITIATED :	9	2.33	2.00	0.11
E. COMMUNICATIONS ACTIVITIES :	9	2.66	0.00	0.08
F. INVESTMENT ENQUIRIES				
FROM CANADA :	16	1.33	0.00	0.04
FROM TERRITORIES :	7	0.33	0.00	0.01
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	4	0.00	0.50	0.01
CONNECTIONS ARRANGED :	4	0.00	0.50	0.01
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.33	0.50	0.02
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	17	1.00	0.00	0.03
HOST GOVERNMENT :	30	2.33	1.00	0.09
OTHER DEPARTMENT :	23	3.00	1.00	0.11
PROVINCES/MUNICIPALITIES :	42	6.00	1.50	0.21
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		0.00	0.00	0.00
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 *****		99.95	100.00	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 36

FROM TERRIT : 11

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 153

FROM TERRIT : 76

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 6

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA BASED : 3

- LOCALLY ENGAGED : 2