

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : HONG KONG

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	873	17.50	19.00	1.30
FROM TERRITORIES :	1577	17.00	26.60	1.67
B.VISITS TO CLIENTS IN TERRITORY :	296	9.00	6.40	0.50
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	7	0.50	7.40	0.38
MISSIONS :	14	3.00	3.20	0.22
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	9	1.00	3.60	0.20
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	52	7.50	3.00	0.30
POST INITIATED :	33	1.00	2.60	0.15
E.COMMUNICATIONS ACTIVITIES :	25	3.00	2.00	0.16
F.INVESTMENT ENQUIRIES FROM CANADA :	93	0.50	4.00	0.21
FROM TERRITORIES :	163	1.00	8.00	0.42
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 :		5.00	1.80	0.19
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	29	2.00	1.40	0.11
OTHER DEPARTMENT :	185	6.50	5.40	0.40
PROVINCES/MUNICIPALITIES :	83	4.00	3.40	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	0.00	0.30
LEAVE, PROFESSIONAL DEVELOP :		5.50	1.60	0.19
K.SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.60	0.05
***** TOTALS *****		100.00	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 307
FROM TERRIT : 505

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 34

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 5