

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

89/05/12

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : BRIDGETOWN

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	225	10.00	40.00	0.50
FROM TERRITORIES :	105	5.00	20.00	0.25
B.VISITS TO CLIENTS IN TERRITORY :	63	10.00	10.00	0.20
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	0	0.00	0.00	0.00
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	1	5.00	20.00	0.25
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	10.00	2.00	0.12
POST INITIATED :	2	5.00	2.00	0.07
E.COMMUNICATIONS ACTIVITIES :	1	1.00	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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		15.00	0.00	0.15
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	1	4.00	1.00	0.05
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	1	5.00	5.00	0.10
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	0.00	0.15
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		15.00	0.00	0.15
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 42  
FROM TERRIT : 43

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1  
- LOCALLY-ENGAGED : 1