

25/01/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

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

SUB-REGION: SOUTH ASIA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	885	11.83	19.50	2.66
FROM TERRITORIES :	2201	5.67	22.40	2.58
B.VISITS TO CLIENTS IN TERRITORY :	322	8.67	8.80	1.40
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	11	8.17	7.40	1.23
MISSIONS :	20	20.84	17.40	2.99
CONFERENCE SEMINARS :	10	2.33	1.30	0.27
OTHER :	1	1.67	0.00	0.10
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	0.00	1.70	0.17
POST INITIATED :	13	2.67	2.60	0.42
E.COMMUNICATIONS ACTIVITIES :	15	4.00	0.30	0.27
F.INVESTMENT ENQUIRIES				
FROM CANADA :	16	1.67	2.00	0.30
FROM TERRITORIES :	74	0.83	3.90	0.44
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	0.17	0.20	0.03
CONNECTIONS ARRANGED :	1	0.17	0.00	0.01
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.83	0.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	0.83	0.00	0.05
HOST GOVERNMENT :	11	1.17	0.50	0.12
OTHER DEPARTMENT :	7	2.00	1.70	0.29
PROVINCES/MUNICIPALITIES :	9	2.50	0.00	0.15
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.33	6.50	1.15
LEAVE, PROFESSIONAL DEVELOP :		3.17	2.60	0.45
K.SERVICE TO OTHER MISSION PROGRAMS :		12.50	0.70	0.82
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.50	0.05
***** TOTALS *****		100.02	100.00	16.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	61
	FROM TERRIT :	29
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	271
	FROM TERRIT :	613

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	13
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	6
	-LOCALLY ENGAGED :	10