

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : BRIDGETOWN

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1021	10.00	45.00	0.55
FROM TERRITORIES :	235	20.00	10.00	0.30
B. VISITS TO CLIENTS IN TERRITORY :	160	20.00	2.00	0.22
C. EXPORT/TRADE/POLICY FAIRS :	1	5.00	5.00	0.10
PROJECTS AND EVENTS MISSIONS :	1	5.00	2.00	0.07
CONFERENCE SEMINARS :	2	5.00	2.00	0.07
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	3	2.00	0.00	0.02
E. COMMUNICATIONS ACTIVITIES :	1	3.00	5.00	0.08
F. INVESTMENT ENQUIRIES FROM CANADA :	4	5.00	1.00	0.06
FROM TERRITORIES :	1	0.00	1.00	0.01
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	3.00	3.00	0.06
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		3.00	10.00	0.13
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		6.00	2.00	0.08
K. SERVICE TO OTHER MISSION PROGRAMS :		3.00	12.00	0.15
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 0

FROM TERRIT : 0

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 35

FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 2

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 1

-LOCALLY ENGAGED : 1