

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : KUWAIT

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	681	13.50	9.50	0.46
FROM TERRITORIES :	2600	16.00	26.50	0.85
B. VISITS TO CLIENTS IN TERRITORY :	1234	21.50	25.00	0.93
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	7	10.00	10.00	0.40
CONFERENCE SEMINARS :	4	3.00	0.50	0.07
OTHER :	34	5.50	4.50	0.20
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	2.50	0.50	0.06
POST INITIATED :	46	6.50	6.50	0.26
E. COMMUNICATIONS ACTIVITIES :	28	1.50	1.50	0.06
F. INVESTMENT ENQUIRIES				
FROM CANADA :	2	0.50	0.00	0.01
FROM TERRITORIES :	6	0.50	0.50	0.02
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	1.50	1.50	0.06
CONNECTIONS ARRANGED :	3	0.50	0.50	0.02
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.00	0.50	0.05
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	226	2.00	5.50	0.15
HOST GOVERNMENT :	47	1.00	1.00	0.04
OTHER DEPARTMENT :	186	1.50	0.50	0.04
PROVINCES/MUNICIPALITIES :	240	2.50	2.50	0.10
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.50	0.00	0.07
LEAVE, PROFESSIONAL DEVELOP :		3.00	1.50	0.09
K. SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.00	0.02
L. TOURISM PROGRAM ACTIVITIES :		0.50	1.50	0.04
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 15

FROM TERRIT : 5

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 66

FROM TERRIT : 141

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 10

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2

-LOCALLY ENGAGED : 2