

27/07/93

## External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1992

## SUB-REGION: JAPAN

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
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A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1815	10.88	15.28	5.17
FROM TERRITORIES :	3963	8.83	14.09	4.55
B.VISITS TO CLIENTS IN TERRITORY :	1576	12.27	11.23	4.57
C.EXPORT/TRADE/POLICY FAIRS :	39	5.16	6.19	2.23
PROJECTS AND EVENTS MISSIONS :	23	9.11	8.42	3.41
CONFERENCE SEMINARS :	45	5.94	3.85	1.88
OTHER :	8	0.33	2.04	0.49
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	1.94	0.47	0.45
POST INITIATED :	61	4.33	1.85	1.17
E.COMMUNICATIONS ACTIVITIES :	44	1.61	0.47	0.39
F.INVESTMENT ENQUIRIES FROM CANADA :	45	0.55	0.42	0.19
FROM TERRITORIES :	114	0.16	1.00	0.24
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	30	0.27	3.33	0.75
CONNECTIONS ARRANGED :	15	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.50	0.47	0.73
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	25	0.27	0.28	0.11
HOST GOVERNMENT :	150	2.16	2.38	0.89
OTHER DEPARTMENT :	235	4.16	4.19	1.63
PROVINCES/MUNICIPALITIES :	205	3.50	2.23	1.10
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.50	0.57	2.01
LEAVE, PROFESSIONAL DEVELOP :		2.61	3.90	1.29
K.SERVICE TO OTHER MISSION PROGRAMS :		6.16	2.95	1.73
L.TOURISM PROGRAM ACTIVITIES :		5.66	14.28	4.02
***** TOTALS *****		99.90	99.89	39.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	179
FROM TERRIT :	339
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	1375
FROM TERRIT :	3746
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	36
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	18
-LOCALLY ENGAGED :	21