

TRADE TRACKING SYSTEM

89/05/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : HARARE

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	230	15.00	20.00	0.35
FROM TERRITORIES :	220	20.00	20.00	0.40
B.VISITS TO CLIENTS IN TERRITORY :	62	5.00	15.00	0.20
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	2	20.00	5.00	0.25
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	3	0.00	5.00	0.05
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.00	5.00	0.05
POST INITIATED :	5	5.00	5.00	0.10
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	5.00	5.00	0.10
FROM TERRITORIES :	4	0.00	5.00	0.05
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 :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	2.00	5.00	0.07
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	8.00	5.00	0.13
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		10.00	5.00	0.15
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 21
FROM TERRIT : 42

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

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