

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

POST : NEW DELHI

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	809	14.66	26.25	1.49
FROM TERRITORIES :	1700	15.66	37.50	1.97
B.VISITS TO CLIENTS IN TERRITORY :	386	9.66	6.75	0.56
C.EXPORT/TRADE/POLICY FAIRS :	1	15.00	7.00	0.73
PROJECTS AND EVENTS MISSIONS :	6	2.66	6.00	0.32
CONFERENCE SEMINARS :	4	2.66	0.25	0.09
OTHER :	9	3.33	4.50	0.28
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	18	1.33	0.50	0.06
POST INITIATED :	24	2.00	0.00	0.06
E.COMMUNICATIONS ACTIVITIES :	9	9.33	0.25	0.29
F.INVESTMENT ENQUIRIES FROM CANADA :	19	6.33	2.75	0.30
FROM TERRITORIES :	94	2.66	6.50	0.34
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	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.66	0.00	0.02
OTHER DEPARTMENT :	0	0.33	0.00	0.01
PROVINCES/MUNICIPALITIES :	0	1.00	0.00	0.03
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.66	0.00	0.17
LEAVE, PROFESSIONAL DEVELOP :		5.00	1.75	0.22
K.SERVICE TO OTHER MISSION PROGRAMS :		2.00	0.00	0.06
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	100.00	7.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	37
FROM TERRIT :	3
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	397
FROM TERRIT :	80

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	4
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	4