

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 : HONG KONG

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	688	19.00	22.83	1.94
FROM TERRITORIES :	707	9.33	21.00	1.54
B. VISITS TO CLIENTS IN TERRITORY :	222	15.00	9.66	1.03
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	11	3.33	6.00	0.46
MISSIONS :	11	10.00	3.66	0.52
CONFERENCE SEMINARS :	2	0.00	1.83	0.11
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	1.66	0.00	0.05
POST INITIATED :	5	1.66	0.00	0.05
E. COMMUNICATIONS ACTIVITIES :	153	2.33	2.16	0.20
F. INVESTMENT ENQUIRIES				
FROM CANADA :	15	0.00	3.83	0.23
FROM TERRITORIES :	80	0.00	6.66	0.40
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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	3.83	0.23
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	56	0.00	1.66	0.10
HOST GOVERNMENT :	16	0.66	0.83	0.07
OTHER DEPARTMENT :	35	1.66	3.83	0.28
PROVINCES/MUNICIPALITIES :	24	1.33	3.33	0.24
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		18.33	3.33	0.75
LEAVE, PROFESSIONAL DEVELOP :		13.33	5.16	0.71
K. SERVICE TO OTHER MISSION PROGRAMS :		2.33	0.00	0.07
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.33	0.02
***** TOTALS *****		99.95	99.93	9.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	139
	FROM TERRIT :	139
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	431
	FROM TERRIT :	391

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	11
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	6