

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

90/01/22

FOR QUARTER 2 OF FISCAL YEAR 1989

POST : BRIDGETOWN

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	175	10.00	40.00	0.50
FROM TERRITORIES :	115	5.00	20.00	0.25
B.VISITS TO CLIENTS IN TERRITORY :	55	5.00	15.00	0.20
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	1	5.00	5.00	0.10
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	1	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	5.00	5.00	0.10
POST INITIATED :	14	30.00	2.00	0.32
E.COMMUNICATIONS ACTIVITIES :	1	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	3	2.00	0.00	0.02
FROM TERRITORIES :	1	1.00	0.00	0.01
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	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	1.00	3.00	0.04
HOST GOVERNMENT :	1	0.00	0.00	0.00
OTHER DEPARTMENT :	3	2.00	5.00	0.07
PROVINCES/MUNICIPALITIES :	1	1.00	5.00	0.06
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		8.00	0.00	0.08
K.SERVICE TO OTHER MISSION PROGRAMS :		15.00	0.00	0.15
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 27  
FROM TERRIT : 15

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

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