

TRADE TRACKING SYSTEM

90/06/20

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

POST : HARARE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	238	15.00	15.00	0.30
FROM TERRITORIES :	342	5.00	25.00	0.30
B. VISITS TO CLIENTS IN TERRITORY :	48	5.00	10.00	0.15
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	10.00	5.00	0.15
MISSIONS :	2	20.00	5.00	0.25
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	2	5.00	5.00	0.10
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	0.00	5.00	0.05
POST INITIATED :	4	5.00	5.00	0.10
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	5	5.00	5.00	0.10
FROM TERRITORIES :	1	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. PARTICIP'TN 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	0.00	0.00	0.00
OTHER DEPARTMENT :	3	10.00	5.00	0.15
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	10.00	0.20
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 0  
FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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