

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : BOGOTA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	220	35.00	50.00	1.70
FROM TERRITORIES :	400	25.00	30.00	1.10
B. VISITS TO CLIENTS IN TERRITORY :	22	10.00	7.50	0.35
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	1	0.00	5.00	0.10
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	0	0.00	0.00	0.00
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	15	7.50	0.00	0.15
FROM TERRITORIES :	5	2.50	0.00	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	2.50	0.05
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	5	2.50	0.00	0.05
HOST GOVERNMENT :	5	2.50	0.00	0.05
OTHER DEPARTMENT :	3	1.50	0.00	0.03
PROVINCES/MUNICIPALITIES :	2	1.00	0.00	0.02
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		5.00	5.00	0.20
K. SERVICE TO OTHER MISSION PROGRAMS :		2.50	0.00	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	2
	FROM TERRIT :	4
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	61
	FROM TERRIT :	52
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	0
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2