

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 : SANTIAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	765	16.00	34.00	1.34
FROM TERRITORIES :	400	4.00	19.33	0.66
B.VISITS TO CLIENTS IN TERRITORY :	63	5.00	1.66	0.15
C.EXPORT/TRADE/POLICY FAIRS :	5	20.00	17.33	0.92
PROJECTS AND EVENTS MISSIONS :	7	17.50	3.00	0.44
CONFERENCE SEMINARS :	2	2.50	0.66	0.07
OTHER :	5	0.00	3.00	0.09
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	20	7.50	4.33	0.28
POST INITIATED :	20	7.50	0.66	0.17
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	11	1.00	1.66	0.07
FROM TERRITORIES :	0	0.00	0.00	0.00
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 :	7	0.00	2.66	0.08
HOST GOVERNMENT :	5	2.50	1.33	0.09
OTHER DEPARTMENT :	26	2.50	3.00	0.14
PROVINCES/MUNICIPALITIES :	30	4.00	3.00	0.17
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	2.00	0.16
LEAVE, PROFESSIONAL DEVELOP :		3.50	0.00	0.07
K.SERVICE TO OTHER MISSION PROGRAMS :		1.50	1.66	0.08
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.66	0.02
***** TOTALS *****		100.00	99.94	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	35
FROM TERRIT :	25
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	460
FROM TERRIT :	145
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	15
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	2
-LOCALLY ENGAGED :	3