

TRADE TRACKING SYSTEM

91/01/09

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

POST : NEW DELHI

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	831	16.25	14.00	1.35
FROM TERRITORIES :	1400	16.00	29.80	2.13
B. VISITS TO CLIENTS IN TERRITORY :	230	10.75	10.40	0.95
C. EXPORT/TRADE/POLICY FAIRS :	2	8.75	9.00	0.80
PROJECTS AND EVENTS MISSIONS :	1	2.50	0.00	0.10
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	34	2.75	1.20	0.17
POST INITIATED :	61	8.75	1.20	0.41
E. COMMUNICATIONS ACTIVITIES :	10	1.50	0.00	0.06
F. INVESTMENT ENQUIRIES FROM CANADA :	23	1.25	1.60	0.13
FROM TERRITORIES :	97	2.50	3.00	0.25
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 :	132	3.75	5.80	0.44
HOST GOVERNMENT :	16	1.75	5.40	0.34
OTHER DEPARTMENT :	25	1.25	6.40	0.37
PROVINCES/MUNICIPALITIES :	18	1.00	4.60	0.27
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.25	6.00	0.75
LEAVE, PROFESSIONAL DEVELOP :		5.00	1.60	0.28
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.20
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	9.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 150  
FROM TERRIT : 355

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 13

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4  
- LOCALLY-ENGAGED : 5