

23/07/91

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1990

POST : SHANGHAI

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	230	50.50	37.50	1.76
FROM TERRITORIES :	50	2.50	12.50	0.30
B. VISITS TO CLIENTS IN TERRITORY :	46	6.00	6.00	0.24
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	5	17.50	40.00	1.15
CONFERENCE SEMINARS :	4	5.00	1.50	0.13
OTHER :	3	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	6	2.00	0.00	0.04
E. COMMUNICATIONS ACTIVITIES :	11	3.00	0.00	0.06
F. INVESTMENT ENQUIRIES				
FROM CANADA :	5	0.00	1.00	0.02
FROM TERRITORIES :	3	1.00	0.00	0.02
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	4	0.00	1.00	0.02
CONNECTIONS ARRANGED :	4	0.00	0.50	0.01
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	3	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	3	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	9	2.00	0.00	0.04
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.50	0.00	0.11
LEAVE, PROFESSIONAL DEVELOP :		2.50	0.00	0.05
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 FROM CANADA : 40
FROM TERRIT : 5

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 8

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 2