

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : NEW DELHI

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	373	21.33	25.00	1.64
FROM TERRITORIES :	963	15.00	35.00	1.85
B. VISITS TO CLIENTS IN TERRITORY :	452	15.33	8.50	0.80
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	1.66	0.50	0.07
MISSIONS :	9	5.66	14.00	0.73
CONFERENCE SEMINARS :	5	1.66	0.50	0.07
OTHER :	5	1.66	0.25	0.06
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	22	2.66	2.50	0.18
POST INITIATED :	25	4.00	0.25	0.13
E. COMMUNICATIONS ACTIVITIES :	3	3.33	0.00	0.10
F. INVESTMENT ENQUIRIES				
FROM CANADA :	77	3.33	6.25	0.35
FROM TERRITORIES :	250	5.00	6.25	0.40
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'T'N IN PROG-REL EVENTS OUTSIDE POST :		1.00	0.00	0.03
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	0.00	0.25	0.01
HOST GOVERNMENT :	16	1.66	0.50	0.07
OTHER DEPARTMENT :	2	0.33	0.25	0.02
PROVINCES/MUNICIPALITIES :	6	1.66	0.00	0.05
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		6.66	0.00	0.20
LEAVE, PROFESSIONAL DEVELOP :		4.66	0.00	0.14
K. SERVICE TO OTHER MISSION PROGRAMS :		3.33	0.00	0.10
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.92	100.00	7.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	50
FROM TERRIT :	35
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	230
FROM TERRIT :	275
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	3
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	4