

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : KUALA LUMPUR

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	880	23.00	37.00	1.43
FROM TERRITORIES :	827	15.33	42.00	1.30
B. VISITS TO CLIENTS IN TERRITORY :	173	13.33	6.50	0.53
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	5	4.66	3.50	0.21
MISSIONS :	7	18.66	5.00	0.66
CONFERENCE SEMINARS :	4	1.33	0.00	0.04
OTHER :	1	1.66	0.00	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	1.33	0.00	0.04
POST INITIATED :	9	2.66	2.50	0.13
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	30	2.33	0.00	0.07
FROM TERRITORIES :	6	0.33	0.00	0.01
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 :	14	1.33	0.00	0.04
HOST GOVERNMENT :	29	2.66	1.50	0.11
OTHER DEPARTMENT :	30	4.33	1.00	0.15
PROVINCES/MUNICIPALITIES :	41	7.00	1.00	0.23
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		0.00	0.00	0.00
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	100.00	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 10

FROM TERRIT : 13

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 92

FROM TERRIT : 63

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 8

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 3

-LOCALLY ENGAGED : 2