

TRADE TRACKING SYSTEM

91/01/09

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

POST : LIMA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	242	10.00	23.00	0.66
FROM TERRITORIES :	269	15.50	29.50	0.90
B.VISITS TO CLIENTS IN TERRITORY :	400	16.00	10.00	0.52
C.EXPORT/TRADE/POLICY FAIRS :	1	3.50	0.00	0.07
PROJECTS AND EVENTS MISSIONS :	1	0.00	0.50	0.01
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	5	4.50	4.00	0.17
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	37	12.50	17.50	0.60
POST INITIATED :	0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	4	0.00	1.00	0.02
FROM TERRITORIES :	22	1.00	6.50	0.15
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 :		3.00	0.00	0.06
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	1	0.00	2.50	0.05
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	12.50	2.50	0.30
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		19.00	3.00	0.44
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
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 : 13
FROM TERRIT : 63

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

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