

TRADE AND INDUSTRIAL DEVELOPMENT PROGRAM
ACTIVITY REPORT
FOR 2ND QUARTER OF 1986 (862)

Summary for POST: Port of Spain

Activity	AVERAGE TIME ALLOCATION				TOTAL TIME ALLOCATION	WORKLOAD (#)	
	CANADA-BASED		LOCALLY-ENGAGED				
	TRADE	NON-TRADE	TRADE	NON-TRADE			
A. Servicing Export Enquiries	from Canada	17.5	0.0	20.5	0.0	0.76	186 (Enquires)
	from Territory	17.5	0.0	18.5	0.0	0.72	210 (Enquires)
B. Export Promotion Projects and Events		4.0	0.0	10.0	0.0	0.28	25 (Projects/Events)
C. Other Trade Development Activities		0.0	0.0	20.5	0.0	0.41	
D. Promotional Projects		3.0	0.0	3.0	0.0	0.12	1 (Fairs/Miss/Conf.)
E. Servicing Investment Development	from Canada	5.0	0.0	3.0	0.0	0.16	14 (Enquiries)
	from Territory	2.5	0.0	2.0	0.0	0.09	8 (Enquiries)
F. Service to Government	External Affairs	2.0	0.0	3.0	0.0	0.10	8 (Reports)
	OGDs, Provinces, ETC	1.0	0.0	4.0	0.0	0.10	6 (Contacts)
G. Administration	Program Management	12.5	0.0	4.0	0.0	0.33	
	Leave, Professional Dev.	25.0	0.0	5.5	0.0	0.61	
Total TID Program		90.0	0.0	94.0	0.0	3.68	
H. Other Programs		10.0	0.0	6.0	0.0	0.32	

Trade Officers: 4

Non-Trade Officers: 0

Note: Percentage values may not add due to rounding adjustment; maximum adjustment is 1 percent

COMMENTS