

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : SANTIAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIM PERSON-QT
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	995	20.00	25.00	0.90
FROM TERRITORIES :	1090	12.50	20.00	0.65
B. VISITS TO CLIENTS IN TERRITORY :	67	5.00	10.00	0.30
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	6	12.50	12.50	0.50
MISSIONS :	4	22.50	7.50	0.60
CONFERENCE SEMINARS :	3	4.00	5.00	0.18
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	2.50	2.50	0.10
POST INITIATED :	14	5.00	0.00	0.10
E. COMMUNICATIONS ACTIVITIES :	3	2.50	0.00	0.05
F. INVESTMENT ENQUIRIES FROM CANADA :	5	2.50	0.00	0.05
FROM TERRITORIES :	10	1.00	2.50	0.07
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'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	3	0.00	2.50	0.05
OTHER DEPARTMENT :	9	2.50	2.50	0.10
PROVINCES/MUNICIPALITIES :	3	2.50	2.50	0.10
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.50	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		0.00	7.50	0.15
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 (PUBLIC SECTOR)	FROM CANADA :	22
	FROM TERRIT :	18
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	235
	FROM TERRIT :	590
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		10
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2