

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 : BRIDGETOWN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QT
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	479	10.00	30.00	0.40
FROM TERRITORIES :	758	10.00	25.00	0.35
B. VISITS TO CLIENTS IN TERRITORY :	78	7.00	20.00	0.27
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	1	2.00	0.00	0.02
CONFERENCE SEMINARS :	1	6.00	0.00	0.06
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	11	15.00	0.00	0.15
E. COMMUNICATIONS ACTIVITIES :	3	1.00	0.00	0.01
F. INVESTMENT ENQUIRIES FROM CANADA :	3	2.00	0.00	0.02
FROM TERRITORIES :	2	0.00	0.00	0.00
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 :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	6	2.00	3.00	0.05
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	22.00	0.37
LEAVE, PROFESSIONAL DEVELOP :		25.00	0.00	0.25
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 2

FROM TERRIT : 1

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 21

FROM TERRIT : 40

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 1

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 1

-LOCALLY ENGAGED : 1