

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/10/05

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : LIMA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	310	43.50	26.50	1.40
FROM TERRITORIES :	217	31.00	14.50	0.91
B.VISITS TO CLIENTS IN TERRITORY :	52	8.50	16.00	0.49
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	2	3.50	0.00	0.07
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	1.00	0.50	0.03
POST INITIATED :	0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	3	0.50	0.00	0.01
FROM TERRITORIES :	20	5.50	2.50	0.16
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.50	0.00	0.01
CONNECTIONS ARRANGED :	2	0.50	0.00	0.01
H.PARTICIP'T'N 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 :	2	0.00	1.00	0.02
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	2	0.50	0.00	0.01
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.50	14.00	0.35
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		1.50	25.00	0.53
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 38
FROM TERRIT : 80

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

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